

BOARD OF COUNTY COMMISSIONERS
Washington County, Florida
Board Meeting
1331 South Blvd., Chipley, FL 32428

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
Alan Bush	Charles Kent	Tray Hawkins Chairman	Todd Abbott Vice-Chairman	Steve Joyner

I. PROCLAMATION

- A. Call to Order – Chairman Hawkins
- B. Invocation – Jeff Massey
- C. Pledge

The following persons were present: Chairman Hawkins, Vice-Chairman Abbott, Commissioners Bush (via phone), Kent (via phone), and Joyner along with County Administrator Jeff Massey, County Attorney Fuqua, Fuqua & Milton, P.A., Clerk of Court Lora C. Bell, and Deputy Clerk Risha Brantley.

Chairman Hawkins advised that Amnesty Day has been scheduled for October 10.

- II. ADOPT THE AGENDA – **Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve to adopt the agenda.**
- III. NON-AGENDA AUDIENCE - Effective October 1, 2013, Florida Statute 286.0114 mandates that “members of the public shall be given a reasonable opportunity to be heard on a proposition before a Board or Commission.” - None

IV. AGENDA ITEMS

- Building Department Request – Dana Whipple, Building Inspector informed the board that in 2007 the county purchased a set of plans to use for poles barns.

The engineer has since requested that the building department stop using the plans. The direction is requested from the board regarding how to permit the pole barns.

A non-residential building on a farm is exempt. All other uses require a permit.

County Engineer Knauer suggested that the pole barns should be designed and submitted by an engineer to ensure that the foundation is correct.

The board held a discussion, ultimately deciding that if a pole barn permit is requested at the building department a set of engineered plans must be provided.

This item will be addressed at the regular meeting.

- Engineering Design Proposals – Cliff Knauer, Dewberry –
Proposal for evaluation HMGP Work – The normal permitting process would require a wetland delineation, a survey, a set of construction plans, etc. The Army Core of Engineers agreed to allow the county to group the nationwide permits into various areas, allowing for more than one road to be permitted under the individual permits. They

also agreed to allow submission of a typical section instead of a full set of roadway plans and to provide them with exhibits from the natural areas, inventory maps, and other exhibits they would like to see go along with it.

Any roads that are county maintained before January 2001 qualify for what used to be known as the dusty roads exemption, but is now known as an exemption. This meant that it was a county maintained road that would be improved, the alignment would not be significantly changed, and adequate drainage would be provided. It was an exemption that could be obtained by sending \$100 and a full set of construction plans to the Water Management District. A letter would be sent stating that permitting is exempt on that roadway. The letter is significant in receiving reimbursement from FEMA or FEMA close-out.

Dewberry's proposal is \$4,955.00 per mile, which will get the permits. During the evaluation, recommendations will be made on which roads should have a full green book standards design. A biologist will verify wetlands, a site evaluation will be done, report of the existing roadway conditions, maps/exhibits, and the permit will be applied for.

Kevan Parker, Wheeler Emergency suggested that both engineering firms meet at the same price. Dewberry is at \$4,955.00 and Melvin Engineering is at \$4,368.00.

Cliff Knauer agreed to the price match.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approved of Dewberry's proposal of \$4,368.00 per mile.

- Hartford Boulevard – Cliff Knauer, Dewberry advised there is an alignment issue at Washington Boulevard. Resolving it would straighten Hartford out where it ties straight into Hartford Boulevard.

County Administrator Massey advised that \$500,000.00 has been appropriated from the state. There will also be mitigation funds on the back end of the FEMA work to add to that.

Cliff Knauer, Dewberry advised that the alignment can remain the same, which is in the platted right-of-way or the alignment can be straightened out. The proposal reflects the cost to straighten the alignment.

County Administrator Massey addressed the board. There are five lots needed to straighten the road. The price per lot is \$1,800.00.

Cliff Knauer, Dewberry advised the board that the lots are owned by Spring Ridge.

Chairman Hawkins advised that the funding for the roads includes \$500,000.00 appropriated funds, FEMA Mitigation funds, and 428 monies.

Dewberry's proposal for the survey, design, and permitting is

\$216,710.00. Through this bid, plans would be obtained.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to accept the proposal from Dewberry Engineering for \$216,710.00 for Hartford Boulevard.

Chairman Hawkins advised that the expense will be covered by the \$500,000.00 through appropriations.

- Greenhead Road – Cliff Knauer updated the board. A survey was done on the road in 2009/2010. The proposal is to update the survey. The proposal to redo the topo for the roadway is \$35,550.00. The proposal for geotechnical testing, design, and permitting is \$285,500.00, totaling \$321,050.00.

Chairman Hawkins advised that the board has to ensure that the 428 money is available before proceeding.

This item will be addressed at the meeting next month.

V. FEMA COORDINATOR – Kevan Parker, Wheeler Emergency addressed the board.

- Pine Ridge Drive – The services for David Melvin Engineering are \$9,972.00 and \$5,000.00 is surveying, totaling \$14,972.00.

Pine Ridge is at state final review.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the task order for Melvin Engineering for \$14,972.00 for Pine Ridge Drive.

- St. Joseph Park Retainage Wall – The services for David Melvin Engineering are \$15,262.00 and geotechnical is \$2,500.00, totaling \$17,762.00.

The project is at state final review.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the task order submitted by David Melvin Engineering for \$17,262.00 for the retainage wall at St. Joseph Park.

- Vernon EMS – The project is hazard mitigation through the state. The task order submitted is \$6,164.00.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the task order for \$6,164.00 to harden Vernon EMS.

- Equestrian Center (CARES Act Funding) – RV Park that will initially be scaled back to 12 – 14 sites. The task order is \$12,940.00. The intent is to allow for COVID-19 patients an option to self-isolate.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the task order for \$12,940.00 for David Melvin Engineering for the equestrian center.

- Ag Center Renovations – The task order from David Melvin Engineering for architectural and structural services is \$16,258.00. The additional services include geotechnical work for \$4,280.00, totaling \$20,538.00. The idea is to renovate the west wing for additional space for overflow from the hospital.

The building is owned by the state.

Commissioner Joyner offered a motion, seconded by Commissioner Abbott, and carried to approve the task order for the ag center renovations provided by David Melvin Engineering for \$20,538.00.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried for Melvin Engineering task order for a rate of \$4,368.00 per mile for road zones.

- Request up to \$24,000 from CARES Act to increase storage capacity for PPE and other supplies/materials/equipment directly related to COVID-19 at the Emergency Operations Center –

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried for up to \$24,000.00 to be spent from CARES Act funding for the EOC Storage.

Commissioner Abbott requested assurance that the work will be bid out.

Kevan Parker advised that has been done.

- Request up to \$50,000.00 from CARES Act for a communications sign at the Emergency Operations Center to disseminate public information regarding health and safety measures and provide warnings about risks and hazards

- Request up to \$42,000.00 from CARES Act for a communications sign at the County governments primary facility (aka Annex and centrally located within the county seat) to disseminate public information regarding health and safety measures and provide warnings about risks and hazards

- Request up to \$58,000.00 for CARES Act for fencing to be installed around the Emergency Operations Facility to secure and protect the COVID-19 related supplies/material/equipment located on-site

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the above request presented by Kevan Parker for CARES ACT funds.

Kevan Parker updated the board. Road zones 3.1, 3.2, and 5.2.1 are out of state review and are in large project review. The funds should be available in the next 30-days.

4.1, 4.3, and 4.2 have made it to the state. 4.2 and 4.3 were both over \$15,000,000.00.

- Leave Transfer Request – Tray Hawkins, Chairman requested approval of a leave transfer for an employee that will be hired with the board from another county entity.

Commissioner Abbott offered a motion, seconded by Commissioner

Joyner, and carried to approve of the leave transfer referenced above.

- Agreement Buckhorn Boulevard – Chairman Hawkins requested approval of the blanket agreement for the transmission gas line for Buckhorn Boulevard regarding right-of-way.

VI. COUNTY ADMINISTRATOR – Jeff Massey addressed the board.

- Carpet Replacement for \$11,046.36 for the property appraiser’s office.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the quote for \$11,046.36 for carpet replacement at the property appraiser office.

Chairman Hawkins recessed the meeting and entered the tentative budget public hearing.

Chairman Hawkins advised that the purpose of this meeting is to hold the public hearing tentatively adopting the millage rate, and budgets for the Washington County Board of County Commissioners, and MSBU for the fiscal year 2021 -2021.

The meeting was advertised via the TRIM notice.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to adopt the agenda.

Non-Agenda – None

Chairman Hawkins advised that the Washington County Board of County

Commissioners percentage increase above the rolled-back rate is 5.21%.
The rolled-back rate is 8.0789. The proposed millage rate for 2020 -2021 is 8.5000, which will generate \$7,960,537.00.

- Tentative Millage Rate of 8.5000 for the fiscal year 2020 – 2021 – The resolution beginning paragraph was read by Chairman Hawkins.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried by roll call vote at 5:07 p.m.

- Tentative Budget for the fiscal year 2020 – 2021 – Chairman Hawkins read the beginning paragraph of the resolution.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner and, unanimously carried by roll call vote at 5:08 p.m.

- Tentative MSBU Budget for the fiscal year 2020 -2021 for \$483,973.00 – Chairman Hawkins read the beginning paragraph of the resolution.

Commissioner Abbott offered a motion, seconded by Commissioner, Joyner, and unanimously carried by roll call vote at 5:09 p.m.

Chairman Hawkins called a recess at 5:10 p.m.

The meeting was reconvened.

For record purposes, the approval of the employee leave transfer request referenced previously in the meeting is 167.75 annual leave and 177.75 sick

leave. The leave is valued at \$5,182.50. This will be a transfer of county funds from one budget to another budget. There is no budget increase or decrease. This will be addressed with the other office at a later time.

- The hiring of Temporary Public Works Laborer – Jeff Massey, County Administrator addressed the board. The workload at public works is increasing and the staff is shorthanded.

It has been discussed to hire temporary-full-time at a higher rate of pay with no benefits to meet the work demand.

Commissioner Abbott suggested that another pay study should be done down there.

Chairman Hawkins addressed the board. The pay study is not a bad idea but it has to be put into effect when it can suit the employee. It is currently being looked at to see if current employees working FEMA can be supplemented to help the benefits packet.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner and, unanimously carried to hire temporary employees as presented by County Administrator Massey.

- RFP for Drainage – County Administrator Massey requested approval to issue an RFP for drainage.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve of County Administrator Massey issuing

the RFP for drainage.

County Administrator Massey requested that all items intended for discussion be sent in detail before the meeting.

County Attorney Fuqua requested approval for the agreement for the disposal of overburden for the Buckhorn Boulevard project.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the agreement.

VII. ADJOURN – Commissioner Abbott adjourned the meeting.

Deputy Clerk Brantley

Date Board Approved