

**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

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I. PROCLAMATION

- A. Call to Order – Chairman Hawkins
- B. Invocation/Pledge – The invocation was provided by Johnny Evans, which was followed by the pledge led by County Administrator Massey.

Present were Chairman Hawkins, Vice-Chairman Abbott, and Commissioners Bush, Kent, and Joyner. Also present were Jeff Massey, County Administrator, Lora C. Bell, Clerk, Risha Brantley, Deputy Clerk, and H. Matthew Fuqua, Fuqua & Milton, P.A.

II. PUBLIC HEARING

- Application to Vacate Unimproved Segments/Hernandez Lane in Greenhead from Mark Vatter - Steve Cramer, Planner addressed the board. The application submitted by Mark Vatter is a request to vacate right-of-way from a plat from 1904, which is located at 2<sup>nd</sup> and 3<sup>rd</sup> Street. The intent is to develop the property as a recreational vehicle park. The land use plan for the property is general commercial and the rest of the property is low-density residential.

The hearing was advertised, and there have been no public comments received. The requirements for the county and state law for vacating property have been complied with.

Staff recommends approval of resolution 2018-18.

Commissioner Hawkins confirmed that the property directly north of the smaller square would receive half of the road.

Steve Cramer advised that 30' would go to him and 30' would go to Mr. Vatter.

- Application from Rhonda Michelle Davis for Special Exception approval to allow a residential dwelling in an area designated general commercial at 1057 Highway 90 east – Steve Cramer, Planner addressed the board. The application has been submitted by Michelle Davis for a special exception for a property of one acre.

The hearing was advertised by mail, noticed in the paper, and signage on the property. There have been no comments received from the public. The standards for a special exception have been met.

Staff and the planning commission recommend approval.

Chairman Hawkins advised that he would like the property owner to understand that the surrounding residential properties could change to commercial at any point.

### III. ADOPT THE AGENDA –

- Agenda Addition – 866 Haley Drive Drainage – Commissioner Abbott
- Agenda Addition – Property being a minimum of one acre with a house located on it

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the agenda.**

IV. ADOPT PREVIOUS MINUTES

- November 15, 2018 Board Meeting
- November 20, 2018 Board Meeting

**Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to approve minutes dated 11/15/18 and 11/20/18.**

V. 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.” Each individual shall have three (3) minutes to speak on the proposition before the Board.

- Bobby Grice addressed the board in reference to the drainage issues effects on Nursery Road and Foxworth, requesting the county fix the issue.

Johnny Evans advised the board that they spent a great deal of time the prior week on the drainage on Foxworth, in which ditches were pulled.

The water drains down one side.

Commissioner Abbott advised Mr. Grice that they are looking at obtaining a proper drainage study.

Board direction – Commissioner Abbott, County Administrator Massey, Johnny Evans, and County Engineer Knauer will look into the drainage issue.

Commissioner Abbott advised the board that Mrs. Grice contacted him the week prior expressing displeasure about the road.

Mr. Grice commented that she was stuck on the road.

- Benita Crittendon advised the board that progress has been made with the land owners on Greenhead Road, with some verbal yes' for right-of-way. Two meetings have been held since Hurricane Michael.
- Danny Exum, Pine Bluff Homeowners Association requested of the board to accept the transfer of the private roads in Pine Bluff to the county as public roads. The roads and right-of-way have currently been maintained by himself and Nick Dillard. Association dues are paid annually that cover road maintenance, street lights, entrance way upkeep, and other items needed to enhance the property value.

Commissioner Bush expressed concern about the county being unable to maintain their current needs.

Nick Dillard advised the board the length of the road is about 1 ½ mile.

County Attorney Fuqua requested a copy of the homeowner's association article.

Chairman Hawkins requested that County Administrator Massey and County Engineer Knauer research the request.

VI. AGENDA ITEMS

- Insurance Refund – John Pat Thomas, Pat Thomas Insurance Agency presented the board with a refund check of \$12,517.00 due to the property trust being profitable.
- Application of Mark Vatter to vacate segments of unimproved 2<sup>nd</sup> and 3<sup>rd</sup> Streets north of Hernandez Lane in Greenhead – Steve Cramer, Planner

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to approve the application submitted by Mark Vatter to vacate segments of 2<sup>nd</sup> and 3<sup>rd</sup> Streets north of Hernandez Lane in Greenhead, via resolution 2018-18.**

- Application from Rhonda Michelle Davis for Special Exception approval to allow a residential dwelling in an area designated general commercial at 1057 Highway 90 east – Steve Cramer, Planner

**Commissioner Abbott offered a motion, seconded by Commissioner Bush and carried to approve the application for special exception applied for by Rhonda Michelle Davis located at 1057 Highway 90 east.**

Commissioner Bush expressed his pleasure to Steve Cramer on his presentation process.

- FDOT Off System Bridge Replacement Project, Bridge No. 610020, Pioneer Road – Commissioner Hawkins

**Commissioner Abbott offered a motion, seconded by Commissioner**

**Kent and carried to approve of Chairman Hawkins signing the agreement for the bridge number 610020 replacement on Pioneer Road.**

- Legislative Funding for the Agricultural Center – Karen Shaw, Grants/Special Projects Coordinator advised the board that before them is a support resolution to accompany the application for legislative funding.

Chairman Hawkins requested to include in the application that the building would be built to be used as a hurricane shelter as well as an ag center.

Commissioner Abbott requested a committee be appointed in order to address the needs.

The board consensus is that the committee will consist of Commissioner Abbott, Karen Shaw, Julie Dillard, County Administrator Massey, County Engineer Knauer, and Heather Lopez.

County Engineer Knauer advised the board that 10-12 years' prior crack gauges were installed. A geotechnical engineering company found that there is an estimated 18' – 20' of high organic soils below the building foundation, which has caused the settlement and the cracks. At that time the estimate to repair the foundation was near \$400,000.00. In order to build in the same location, the soil would need to be removed and replaced, which will be expensive.

Karen Shaw advised that she would include in the application the option

to build on other county owned property.

**Commissioner Bush offered a motion, seconded by Commissioner Kent and carried to approve the resolution to proceed with the funding for the agriculture center.**

- Fire Prevention and Safety Grant – Karen Shaw, Grants/Special Projects Coordinator requested approval to reapply for the Fire Prevention and Safety Grant. The deadline is December 21; however, the grant will be submitted today if approved by the board. The grant is for a fire safety house and also to be used as a tool to teach children how to escape from a burning building.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to apply for the Fire Prevention and Safety Grant.**

- TDC Seat #2 Appointment – Heather Lopez requested approval to appoint Tracey Andrews, Chipley Mayor to seat # 2, which replaces Tommy Sasser.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to appoint Tracey Andrews to TDC Seat #2.**

Heather Lopez updated the board. Visit Florida (State Tourism Agency) has contingency money that has been put in a Tourism Recovery Grant for advertising, and marketing/promotion of the county. The grant can also be used for content creation. The TDC would like to apply for up to \$30,000.00. The reason \$30,000.00 was selected is because the TDC has to stay within their budget. The grant is reimbursable and does not

require a match. The request will be made at the end. The money has to be spent by June 15.

**Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to approve of TDC applying for a reimbursable grant from Visit Florida for \$30,000.00.**

- 866 Haley Drive Drainage – Commissioner Abbott addressed the board in reference 866 Haley Drive flooding due to rain. It seems that the culverts are at full capacity. The county doesn't have any additional right-of-way to either of the areas where the additional water is coming from.

County Engineer Knauer addressed the board. There is a lot of water coming from south of Brickyard. By view it seems that the culverts are being controlled by the downstream elevation, which has caused a tail water control situation on the culverts. On an inlet control situation making the culvert bigger fixes everything but on a tail water control situation enlarging the culvert makes very little difference.

It seems on the far west end of Haley Drive there is a very large flood plain and when there are a few weeks of continuous rain, the whole flood plain is emendated; it actually backs up into the ditch and routes toward the location of the residence.

Commissioner Bush questioned if the property was located in a designated flood zone?

County Engineer Knauer advised that the property is not shown in a flood zone but shows Zone X. Downstream of it is an AE flood zone.

During a heavy storm event, the AE flood zone backs up in the ditch where the draining problem is occurring.

Commissioner Hawkins questioned if the drainage basin was located on private property.

County Engineer Knauer advised that it is all private property.

The ditch takes up all the right-of-way on Haley Drive. If the board would like to improve the situation by enlarging the ditch additional right-of-way would be needed. However, it is not certain that widening the ditch will help the situation.

County Engineer Knauer suggested an option may be to install a retaining wall in the back of the resident's yard to assist in preventing the water from overflowing the ditch.

The house is built very low.

County Administrator Massey asked if the water has an effect on this?

County Engineer Knauer advised that it does.

Commissioner Abbott commented that a significant rain causes the house to flood. If there is anything the board can do to fix the problem, he would like to see it done.

County Engineer Knauer advised the board that he would need approval for a survey on the ditch.

Chairman Hawkins requested County Engineer Knauer bring a cost for the survey before the board in January.

866 Haley Drive will be added to the January agenda.

Commissioner Abbott requested a model study be done on the draining on Foxworth; north and south.

County Engineer Knauer advised that he would look into it. A survey may not be needed.

- Comp Plan – Commissioner Abbott advised the board that a resident has contacted him in reference to adding an additional home on his one-acre of property.

The comp plan prohibits this.

If state guidelines were followed with keeping a septic tank or a well within 5' of a property owner's property line and those two being 75' apart from one another, a half an acre would allow for this.

Chairman Hawkins advised that would be if the land is square.

The northern side of the referenced property across the road is medium density residential.

He commented on the property owner coming before the planning commission to have his property zoned medium density residential. He

would have to go through the process with his neighbors. If it is done as a blanket for the county; there are people that do not want a house every half acre.

Steve Cramer addressed the board. The neighborhood is all low density residential, one-acre minimum. The north side of Brickyard is medium density residential. If the line were to be brought down Brickyard, that property could be included. That is a request that could be made.

Chairman Hawkins commented that he supports responsible growth.

County Attorney Fuqua advised that the change can be done through a small scale amendment which doesn't require state approval. If the density is changed throughout the county to a half acre, state approval will be required in which they will deny.

VII. COUNTY ENGINEER – County Engineer Knauer addressed the board.

- Legislative Packages – County Engineer Knauer requested the best route in obtaining the letters of support from the school board, EMS, sheriff's department, and any other relative departments.

Chairman Hawkins suggested EMS, the sheriff, and Rick Kerr should be able to assist.

A letter of support has been requested from the Water Management District on Greenhead Grade.

The deadline is the end of January; however, the intent is to submit by the end of December.

- Pine Bluff Subdivision – County Engineer Knauer advised the board that he would review the plat. There is a possibility that the construction plans that were submitted for original approval may be located in the planning department. The road will need to be checked in a few locations to ensure that they have the asphalt and base thickness that meets the county’s requirements.
- SCRAP AND SCOP – County Engineer Knauer update the board that the SCRAP and SCOP projects are due at the end of March 2019.
- Ag Committee – County Engineer Knauer advised the board that he would seek the evaluation that was done year’s prior on the site. Does the committee seek new sites for building?

Chairman Hawkins advised, yes, new sites.

- Culpepper Landing – The current status is permitting.
- Cope and Bonnet Road – Comments were received from the Department of Transportation this week, which will be responded to.

VIII. PUBLIC WORKS SUPERVISOR – Johnny Evans addressed the board for clarification purposes because it seems as if the Public Works Department was discarded during the meeting.

During this week six culverts have been installed, and numerous hours have been spent cleaning around culverts where trash has impacted them. During this period, a couple of limbs can cause a culvert to stop up and blow a road out.

A large portion of last week was spent on rebuilding Foxworth to the best of their ability. There isn't any dirt. Sand is currently being hauled from St. Mary's pit to Mud Hill in order to mix something to work with. There aren't any rock vendors and only one vendor that base can be obtained from.

The employees are working on Friday and Saturday when the weather permits and the feeling of being discarded does not feel good.

Inmate crews have also assisted in digging out culverts.

Johnny Evans requested the board support the department when some items are brought before them.

Johnny Evans addressed Commissioner Abbott in reference to a citizen that spoke during the non-agenda section. He clarified with Commissioner Abbott that per him the cause of the citizen's wife being stuck on the road was because she ran off in the ditch.

Commissioner Abbott commented, absolutely.

Johnny Evans commented that portion wasn't stated earlier in the meeting.

Commissioner Abbott commented that the citizen that spoke earlier in the meeting commented that his wife got stuck in the road.

Johnny Evans addressed the board. That isn't the county's fault.

Commissioner Hawkins suggested that many issues are from poor practices

over the years. It was thought that hauling dirt could fix problem areas.

Johnny Evans addressed the board. Some ditches aren't pulled because there are citizens that don't want the water on their side of the road.

Commissioner Joyner addressed the board. There are roads that aren't wide enough to maintain. There are trees that have grown over the years out in the ditches, making the ditch unable to be pulled. Over the years the drainage has deteriorated.

Commissioner Hawkins advised Johnny Evans that the Public Works Department has the support of the board.

Johnny Evans suggested that when the workers hear things that are being said in the community, it lowers their moral.

There have been employees that have requested approval to fix a road that they have encountered needing repair on their day off.

Word travels back as to what higher up's in the community say about public works.

IX. COUNTY ADMINISTRATOR – County Administrator Massey addressed the board.

- USDA Beaver Contract – The contract renewal for the USDA Beaver contract is at hand for \$10,600.00, which is the same as listed in the most recent contract. The county will be billed for work done.

Johnny Evans advised the board the contract has been productive.

**Commissioner Bush offered a motion, seconded by Commissioner Kent and carried to approve the USDA Beaver Contract for \$10,600.00.**

- Crystal Lake Drive Right-of-Way and Topographic Survey – A proposal has been provided from Southeastern Surveying for \$19,245.00.

County Engineer Knauer advised the board that Southeastern Surveying would do the work hourly, not to exceed.

**Commissioner Joyner offered a motion, seconded by Commissioner Kent and carried to of the Crystal Lake Drive right-of-way and topographic survey by Southeastern Surveying for \$19,245.00.**

- Transportation Fund - \$3,800,000.00 is currently in the transportation fund. Many of the issues on the county roads are storm related. Some of the funds include FEMA money that was spent on storm related effects on the roads. Line items were included in the budget that were not populated because the funding was not available.

He requested to transfer \$100,000.00 in the rock line item, \$100,000.00 in the bridge and culverts line items, and \$100,000.00 in the bridge replacement line item.

The board suggested \$200,000.00 be transferred in the rock line item.

County Administrator Massey advised the board that he will address an

amendment in regards to labor cost at a later time. The budget amendment will come from cash carried forward because the revenue received was for a past event.

Chairman Hawkins advised the board EMS and the sheriff's office will require a budget amendment.

For informational purposes, Chairman Hawkins updated the board. Wheeler receives payment from the 5% of the complete disaster money. That is how the county will be reimbursed. They will be billed quarterly.

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to approve of the budget amendment for \$200,000.00 for the rock line item, \$100,000.00 for the culvert line item, and \$100,000.00 for the bridge line item.**

Commissioner Abbott questioned the status of additional dirt.

County Administrator Massey updated the board. There was a piece of property that they have looked at but due to the setback requirements and the cost, the amount of usable dirt would not be beneficial.

- Transportation Fund – County Administrator Massey advised the board the transportation fund has received some reimbursement revenue. The department is in need of two graders, and a loader. Johnny Evans has obtained quotes from John Deere and Caterpillar.

Commissioner Joyner requested an update on the rubber tire excavators.

Johnny Evans advised Commissioner Joyner both are accruing a lot of hours.

Commissioner Joyner suggested looking into this especially with all the drainage concerns in the area.

County Administrator Massey advised the board that he does not recommend purchasing the equipment out of the funds budgeted for equipment because it is too early in the year.

The Moonseed property is currently being worked on.

**Commissioner Joyner offered a motion, seconded by Commissioner Kent and carried to authorize County Administrator Massey and Johnny Evans to lease/purchase two graders, one loader, and one rubber tire excavator.**

Chairman Hawkins questioned moving one of the old motor graders to the pit for the debris.

Johnny Evans commented yes.

County Administrator Massey advised the board they are under time constraints in regards to the location to dispose of chips.

All the debris needs to be off the ground by the 15<sup>th</sup>. Their deal with the county is for six months, which will be April.

- Permit Fees Update – County Administrator Massey updated the board in

reference to their approval of waiving electrical and roofing permits. Since October 15, revenue that has been lost is \$6,426.00 for electrical and \$5,801.00 for roofing permits. This loss can be recouped during the FEMA process.

**Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to extend waiving the electrical and roofing permit fees through January 31, 2019.**

- MSBU Appointment – County Administrator Massey advised the board that Steve Healis, MSBU Chairman will be stepping down due to filling the MSBU Coordinator position.

Commissioner Joyner has provided Robert Farley's name to fill Mr. Healis' place on the board. Robert Farley accepted.

Chairman Hawkins confirmed that the first MSBU meeting in January will be held in Sunny Hills.

A member of the audience confirmed the date as January 22, 2019.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to accept Steve Healis' resignation and place Robert Farley on the MSBU Committee as Commissioner Joyner's appointee.**

- X. CLERK – Clerk Bell addressed the board.
  - November Voucher Approval - \$2,638,692.61

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to approve the vouchers for \$2,638,692.61.**

- XI. COUNTY ATTORNEY – County Attorney Fuqua commended the board on the work they are doing in regard to the storm.

Kevan Parker, Wheeler Emergency addressed the board in reference to debris pick up, advising that it is progressing well.

County Administrator Massey advised the board the debris yardage should be over 650,000.00 at this point.

Kevan Parker advised the board the debris crews will shut down for Christmas on December 21<sup>st</sup> and start back January 4<sup>th</sup>.

For the debris to be eligible it has to come from developed property.

The last pickup date is the responsibility of the board to set.

It was confirmed with Kevan Parker and the board that he would issue a statement as to what debris items are eligible.

Chairman Hawkins addressed the board in reference to obtaining 25% of their money from the state as the bonding agency and receive a 0% loan.

Clerk Bell advised the board that she has been in touch with the state. They are currently assessing the need in the areas affected. The state has been provided with specific figures.

Chairman Hawkins spoke on the need to free up cash flow for next year's budget.

- XII. ADJOURN – *Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to adjourn.*

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Deputy Clerk Brantley

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Date Board Approved