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

I. PROCLAMATION

- A. Call to Order – Chairman Hawkins
- B. Invocation – Jeff Massey, offered the invocation, which was followed by the pledge.

The following persons were present: Chairman Hawkins, Vice-Chairman Abbott, Commissioners Kent, and Bush along with County Administrator Massey, County Attorney Fuqua, Fuqua & Milton, P.A., Shawna Faison, Clerk of Court Executive Assistant, and Deputy Clerk Brantley.

- II. ADOPT THE AGENDA – Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the agenda with the relocation of item 7 on the consent agenda to the regular agenda.

III. PUBLIC HEARING

- Special exception for the City of Chipley – Megan Polk, Planner addressed the board regarding a special exception request submitted by the City of Chipley for a spray field, property size 485 acres, located at 33 Pike Pond Road (eastern Washington County). The current land use is agricultural/silviculture. A special exception is required to operate a spray field.

All notification requirements were met. Concerns that were expressed include that water from the spray field may contaminate nearby water bodies and it may drain downhill affecting certain properties.

The special exception requirements have been met. Staff and the planning commission recommend approval with the following conditions: the two parcels shall be combined and the appropriate documentation must be completed with the property appraiser's office.

James (citizen) questioned what would be sprayed.

Bill Perry, Mott MacDonald, City of Chipley representative advised that treated effluent from the waste water treated facility. The city waste water is treated to the highest levels advance waste treatment.

- Special Exception located at Lucas Lake Road – Megan Polk, Planner addressed the board regarding a special exception request from applicants Amy and Joseph Slay for a single family home. The current land use is conservation.

All notification requirements were met. Concerns that were expressed at the neighborhood meeting were why do property's in the area have the land use conservation designation, and why a special exception is necessary.

There are a lot of inconsistencies between the future land use and what is on the ground.

The special exception criteria have been met. Staff and the planning commission recommend approval.

- Variance for property located at 2257 Radcliff Circle – Megan Polk, Planner addressed the board regarding a variance application received from Susan Stone for 2257 Radcliff Circle. The property is currently classified as agriculture/silviculture. The request is for the setbacks to be reduced to 5' instead of 10', which is required from the site property line for a shed.

A permit was not obtained, however one will be if approved.

All notification requirements were met.

Staff and the planning commission recommend approval.

IV. ADOPT PREVIOUS MINUTES

- July 17, 2019 Workshop – **Commissioner Bush, Commissioner Kent (Motion Carried)**

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.

- Joshua Carlton addressed the board regarding debris that remains on Wages Pond since the storm, questioning if the board has a plan.

Chairman Hawkins advised that a RFP is being issued for additional storm removal for all of the low lying areas, and drainage ditches.

He also informed him that they have worked with the state regarding a SHIP program to purchase homes.

VI. CONSENT AGENDA

1. Approval of Board Minutes dated June 20, 2019
2. Approval for the appointment of Kyle Newsom as Representative for the Washington County School Board on the Planning Commission
3. Approval for the appointment of Mark Odom as Representative of the Planning Commission District 4
4. Approval to reappoint Darrin Wall to the CareerSource Chipola Board
5. Approval of the Human Trafficking Hotline Awareness Signage
6. Approval to proceed with the HMPG Buyout Program
7. Approval for Johnny Evans to purchase a Patch Truck with a limit of \$25,000 (**This item was removed and placed on the regular agenda by Commissioner Abbott**)
8. Approval of June Vouchers totaling \$2,224,991.66
9. Approval to adopt the Census Resolution
10. Approval for the Chairman to execute an easement to DEP for County Road 280/Douglas Ferry Road

Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the consent agenda omitting item 7.

VII. AGENDA ITEMS

- Special Exception for City of Chipley (Spray Field)
- Special Exception located at Lucas Lake Road
- Variance for property located at 2257 Radcliff Circle

Commissioner Bush offered a motion, seconded by Commissioner Kent and carried to approve the above special exceptions and variance as well as approval for the chairman to sign separate resolutions for each that would be prepared by Attorney Fuqua.

- 2019/2020 Florida Forestry Operation Service Plan – Donnie Sellers requested approval of the plan between the Forestry Department and Washington County. The annual report will be provided in September.

Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the 2019/2020 Florida Forestry Operation Service Plan.

- Census 2020 Presentation – Victor Cora, Florida Partnership Specialist addressed the board in reference to the upcoming census which originally began in 1790, and is done every 10 years.

He requested the board allocate resources in Washington County for political power and money. Funding is distributed based on the population. The census will be available via phone as well as online. Complete count committees are made up of county residents. The approximate amount per person is \$1,445.00.

- Employee Handbook Update – Wendy White, Human Resources Director informed the board that the employee handbook will be updated to include texting language, the county does not accept texting and driving, and if a ticket occurs by texting it is the responsibility of the employee.

The travel reimbursement previously approved by the board will be reflected as well.

- FY 2019/20 Emergency Management Performance Agreement (EMPA) – Lynne Abel, Public Safety Director briefed the board on the EMPA Grant, which is a state grant. The allocations are made contingent upon the county’s commitment to and the accomplishment of the scope of work, which is identified by the Florida Division of Emergency Management.
- FY 2019/20 Emergency Management Performance Grant (EMPG) – Lynne Abel, Public Safety Director briefed the board on the EMPG Grant, which is a federal grant that is provided to local governments with preparedness program funding as authorized by the Stafford Act. It is a non-disaster grant funded through the state to support the local program.

Both grants provide and regulate funding to the local emergency management department enhancing preparedness response and recovery efforts.

Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the Emergency Management Performance Agreement for EMPA, and EMPG for fiscal year 2019/20.

Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to approve of the updates to the employee handbook. *This item was mentioned earlier in the meeting by Wendy White.*

- TRIM Rates – Chairman Hawkins suggested the board utilize the rolled back rate until the budget is finalized. Through the recent budget meetings, it was discovered that the

transportation budget was balanced with FEMA and carryover funds from general. There is a plan in place over the next two years which would make transportation a solely funded entity. \$1,162,000.00 was included in the current budget from general to transportation to balance it, which makes it difficult for the following budgets. The rolled back rate is a reduction in millage, which keeps the revenue the same. .25 decrease in the millage rate would mean a decrease of \$180,000.00.

Commissioner Bush offered a motion, seconded by Commissioner Abbott and unanimously carried to advertise on the TRIM notice a reduction in millage of .25, which would be 8.7235.

Chairman Hawkins called a recess from 9:51 a.m. to 10:03 a.m.

- RFQ for Debris Removal – Tray Hawkins, Chairman
Kevan Parker will compose a RFQ and provide it to the attorney's. The RFQ will include a cost for right-of-way debris, private property debris removal, dry ditches debris removal, and wet debris (all aspect will be covered).

Commissioner Kent offered a motion, seconded by Commissioner Bush and carried to issue a RFP for debris removal.

- RFP for Secondary Engineer Services – Tray Hawkins, Chairman informed the board that this item will be in the event there is work that can't fit in County Engineer Knauer's schedule.

County Engineer Knauer requested to include construction and inspection services, as well as CEI. This will be a continuing service contract.

Commissioner Kent offered a motion, seconded by Commissioner Bush and carried to issue the RFP for secondary engineer services.

- RFP for Architectural Services for LMS Related Projects – Tray Hawkins, Chairman

Commissioner Abbott offered a motion, seconded by Commissioner Bush and carried to issue the RFP for architectural services for LMS related projects.

- Gross Decontamination for Firefighters & Fire Equipment – Rick Kerr, Fire Services Coordinator addressed the board for informational purposes. Mr. Patronis and his staff have provided buckets of cleaner to allow for fire fighters to decontaminate on the scene.

Chairman Hawkins requested that Wendy White issue a letter to Mr. Patronis thanking him.

- DEO Community Planning Technical Assistance Grant – Karen Shaw, Special Projects Coordinator
Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve of applying for the DEO Community Planning Technical Assistance Grant.

- Request to purchase a new digital repeater through Special Project Funding – Allison Blevins, Administrative Assistant, Florida Department of Health requested approval to apply for special project funding through the Florida Department of Health Bureau of Preparedness and Response to replace the repeater that was hit by lightning at the Mud Hill location. Approval is also needed for the continued no cost maintenance on the health departments part (electric bill). The cost of the digital repeater is \$20,582.50, which is not cost to the county or the health department. The funding has to be requested by next week.

Commissioner Bush offered a motion, seconded by Commissioner Kent and carried to approve the application for the digital repeater through special project funding.

- Patch Truck Purchase with a limit of \$25,000.00 – Commissioner Abbott suggested that a new truck should be purchased through the state contract instead of a used truck.

Chairman Hawkins commented that the transportation budget was greatly inflated last budget year.

The direction regarding the patch truck is for County Administrator Massey to provide prices for a new truck at the next board meeting. This item was tabled.

- VIII. FEMA COORDINATOR – Kevan Parker addressed the board. Projects that have been put together include the sewage in Chipley, generator projects, and road projects. Site inspections are still ongoing.

Regarding the category B – 50% expedited projects, environmental asked where the disposable material that was pumped from the lift station was put, which was the Vernon Treatment Plant, and GPS of the Moonseed Pit had to be sent.

Chairman Hawkins advised that the location of the shelter/ag center needs to be identified. The board should seek to acquire the 14 acres owned by PAEC that is located behind Applefields.

Commissioner Abbott suggested to look at property that is located at the old auction barn.

The board approved of County Administrator Massey contacted PAEC in regards to obtaining a sale price from their board for the property behind Applefields as well as if they would be open to contract.

This item will be brought back before the board at the August meeting.

- IX. PUBLIC WORKS SUPERVISOR – None
- X. COUNTY ENGINEER – Cliff Knauer addressed the board.

County Engineer Knauer requested board approval to hold a public meeting regarding County Road 284 (missing link) and Houston Road.

The consensus of the board is for County Engineer Knauer to proceed.

County Engineer Knauer met with DOT and explained to them some of the challenges that have been encountered obtaining right-of-way on Kent Road. They have allowed some time to obtain the remaining right-of-way.

County Engineer Knauer updated the board. He is currently seeking approval from DEP in Florida to use bailed tires for stream restoration projects. U.S. Fish and Wildlife likes the idea and intends to join in some of the meetings.

- XI. COUNTY ADMINISTRATOR – Jeff Massey addressed the board.
 - Sell of Woodchips – This item will be discussed when Commissioner Joyner is present at the meeting.
 - MSBU Government Service Group Contract – The numbers have to be certified every year, and a company has been identified to audit the MSBU, as well as provide direction on addressing the percentage increases that have not been done for the last 10 years. The MSBU board voted to pursue the agreement at a cost of \$12,500.00.

Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to approve of the MSBU contract with GSG at \$12,500.00.

- Lighting Issue – The intersection of Elkam and Deltona does not have any lighting. The electric company will be contacted to install LED lights there. The upfront cost is \$6,200.00 and the monthly estimated cost is \$25.50. The MSBU board voted to proceed.

Commissioner Abbott offered a motion, seconded by Commissioner Bush and carried for approval of MSBU to proceed with the purchase of two LED lights for Elkam and Deltona with an upfront cost of \$6,200.00 and an approximate monthly cost of \$25.50.

- Lobbyist – County Administrator Massey updated the board. They have been looking at different firms based on the advertisement for a lobbyist and have interviewed and scored them. The recommendation is to approve of Gray Robinson as the lobbying firm. They looked at distinguishing things that would suit Washington County. Things that were considered included depth of staff, (they have staff on hand to assist with grant writing and the other ones didn't), years of experience, relationship with elected and appointed officials at local and state levels, their numbers, proven results, and what they have done for other clients.

Wendy White added that their price was the second best.

County Administrator Massey informed the board that the cost is \$45,000.00 annually/
\$3,750.00 monthly.

Commissioner Abbott offered a motion, seconded by Commissioner Bush and carried to accept the recommendation of the interview committee of Gray Robinson, lobbyist, for \$45,000.00 annually.

County Administrator Massey informed the board that a rodeo is scheduled for September 7 at the equestrian center. Lighting will be updated, steps will be replaced to the announcing booth, chutes will be painting, etc.

- XII. CLERK – None
- XIII. COUNTY ATTORNEY – Attorney Fuqua advised the board that a settlement agreement has been provided for their review in regards to a lawsuit alleging that the county website wasn't accessible to certain handicap individuals. A resolution of the lawsuit has been prepared as well. The settlement cost is \$8,000.00.

The board requested a shade meeting.

County Attorney Fuqua confirmed that a shade meeting would be scheduled at the next workshop.

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

Deputy Clerk Brantley

Approval Date