

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

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

---

I. PROCLAMATION

- A. CALL TO ORDER - Chairman Hawkins
- B. Invocation - Rev. Jeremy Craft, Piney Grove FWB Church
- C. Pledge - Jeff Massey

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

II. PUBLIC HEARING

- Request to Amend Future Land Use Designation from Agriculture/Silviculture to Low Density Residential for property located on Union Hill Road – Dawn McDonald, Senior Planner addressed the board. The amendment request is on behalf of Raymond Walters for a change on a 7-acre parcel in order to allow him to build one residence on the southern end of the property.

There was no opposition to the case. The planning commission recommended approval on December 2, and staff did as well.

- Request to Amend Future Land Use Designation from Agriculture/Silviculture to Low Density Residential for property

located on Pecan Shadows Drive – Dawn McDonald, Senior Planner addressed the board. The amendment request is on behalf of David Richardson in order to allow for one residence to be built on his 5-acre parcel.

There was no opposition to the case. The planning commission recommended approval on December 2, and staff did as well.

Margaret Hollis informed the board that they sold the property referenced above and was unaware of the requirements that the applicant is having go through. She expressed concern that the other 2-acres that they own will have to meet the same requirements.

Chairman Hawkins advised that the board is working toward updating the comp plan, which will relieve these issues.

- Request to Amend the Future Land Use Designation from Low/Medium Density Residential to Neighborhood Commercial I for Property located at 972 Falling Waters Road – Dawn McDonald, Senior Planner addressed the board. The land use request was submitted by the Hodge family to allow for .25 acres of their 4-acre parent parcel to be changed to neighborhood Commercial I.

All notification requirements were met.

Concerns expressed regarding the amendment were additional intense commercial uses in the future.

The planning commission voted 4 to 3 for approval on December 2.

Additional concerns that were expressed were as follows:

- Spot Zoning
- Updated comprehensive plan and code
- Traffic Impacts
- Safety Issues on the walking path
- Impacts to unpaved Tharp Road
- Protecting residential neighborhoods
- Workshops are needed regarding location of future commercial uses

In August there was an ordinance approved, which eliminated commercial uses. The property had previously been used for commercial, however per the code once the business is unoccupied the land reverts back to the underlying land use.

The applicant advised that service will be provided by appointment only with a certified licensed massage therapist.

Mr. and Mrs. Hodge will be permanent residents on the site and will continue to improve the site.

Staff recommended approval of the request.

John Bush, Carlisle Road presented the board with the Washington County Land Development Code, which discussion was held about.

Chairman Hawkins suggested that the facility be rented and a home based business be run from it and the land use would not be changed to commercial overlay.

Dawn McDonald informed the board that an application would need to be submitted in order to have a home occupation license system. The code would also have to be changed.

- Request for Special Exception for a +/-248-acre site to allow for the establishment of a Borrow Pit – Dawn McDonald, Senior Planner advised that the project has been brought forward on behalf of the Washington County Board of County Commissioners to open a borrow pit in the southern portion of the county.

West of the area the Hero Road site has been used as a borrow pit for 30+ years. The proposal is to include all of the Hero Road portion and also the 248-acre site.

Concerns that were expressed at the neighborhood meeting included the following:

- Improvements needing to be made where the main access road will be located, which is north of Hero Road
- Access to easements and driveways/county fencing blocking
- Potential for sinkholes
- Concerns about Champion Drive

County Engineer Knauer informed the board that DEP requires that the pit has fencing around the perimeter. The project was submitted as a phase project, with each one broken out. A large portion of the property is currently fenced. The portion of the project that is under construction has to be secured on a daily basis.

III. ADOPT THE AGENDA – **Commissioner Bush, Commissioner Abbott**

**(Motion Carried)**

IV. ADOPT PREVIOUS MINUTES

- November 14, 2019 Workshop
- November 21, 2019 Board Meeting

**Commissioner Abbott, Commissioner Joyner (Motion Carried)**

The commission recognized Chris Hyatt for receiving a letter of recognition from Senator Scott for his hard work with the veteran's services.

- 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.

VI. AGENDA ITEMS

- Request to amend Future Land use designation from Agriculture/Silviculture to Low Density Residential for property located on Union Hill Road, Bonifay – **Commissioner Abbott, Commissioner Kent (Motion Carried)**
- Request to Amend Future Land Use designation from Agriculture/Silviculture to Low Density Residential for property located on Pecan Shadows Drive – **Commissioner Abbott, Commissioner Kent (Motion Carried)**
- Request to Amend the Future Land Use designation from

Low/Medium Density Residential to Neighborhood Commercial I for Property located at 972 Falling Waters Road – Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to deny the request.

Chairman Hawkins noted that the reason for the denial is because a resolution has been created that will be beneficial to the community and the applicant.

- Request for Special Exception for a +/-248-acre site to allow for the establishment of a Borrow Pit – **Commissioner Abbott, Commissioner Joyner (Motion Carried)**
- CSRS Disaster Recovery Presentation – Allison Atkinson, FEMA Programs Practice Lead presented to the board how CSRS would be able to navigate the FEMA Recovery funds.

Stacy Bonnaffons addressed the board regarding the CDBG and mitigation funds and the consultant assistance that their company provides.

Chairman Hawkins advised the board that he and the administration will meet with CSRS and bring a project back before the board.

- Washington County Planning Commission Schedule 2020 – **Commissioner Bush, Commissioner Kent (Motion Carried)**
- Sale of County Owned Property, Parcel# 5434-0003 to B. Mingus – Dawn McDonald, Senior Planner

Chairman Hawkins informed the board that the property is conservation, which has power lines running through it. The property size is 1-acre and Mr. Mingus who is the adjacent property owner offered \$3,215.00.

Wendy White, Human Resource informed the board the value is \$4,700.00.

Chairman Hawkins informed the board, per the property appraiser the property can't be built on.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush and carried to accept the offer of \$3,215.00, (which is less than the appraised value) from Mr. Mingus for parcel 5434-0003.**

- United Way, NWF – Angela Klopf, Development Director requested approval to offer employee's the option to have payroll deducted donations to the United Way.

Chairman Hawkins requested that human resource and staff meet to discuss options.

- SCOP Agreement and Resolution for CR 273/Orange Hill Road Resurfacing Project – Karen Shaw, Grants/Special Projects Coordinator updated the board on the HMGP Buyout program. 23 packets were received.

Karen Shaw requested board approval of an agreement for \$1,637,812.00 with the Department of Transportation for the resurfacing of CR 273/South Boulevard/Orange Hill Road.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the resolution to enter into the agreement for the CR 273/South Boulevard/Orange Hill Road project.**

- SHIP LHAP Revision – Garrett Griffin, Emerald Coast Planning Council recommended approval to update the LHAP to include a moderate rehab sub strategy, which is the emergency repair. This sub strategy will allow clients to be assisted that encounter any significant structural breach or a recent physical disability. The repairs in this category will not exceed \$15,000.00 and will be secured by a 1-year deferred payment loan in the form of a property lien.

The current three active strategies are first time homebuyer, moderate housing rehab and a replacement housing strategy.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to update the LHAP to include the emergency repair strategy, which will update pages 8 and 9.**

- Airport Resolution – Tray Hawkins, Chairman informed the board the resolution supports reducing board from 15 to 9, changing their financial fiscal year from July to October 1, 3-year terms and changing the secretary treasurer to separate positions.



**Commissioner Abbott, Commissioner Joyner (Motion Carried)**

- Permission to sign a letter for Washington County Pageant – Tray Hawkins, Chairman informed the board the letter allows them to qualify for the Peanut Festival. – **Commissioner Abbott,**

**Commissioner Joyner (Motion Carried)**

- Appointment of Supervisor of Elections Canvassing Board Member and Alternate – Tray Hawkins, Chairman

**Commissioner Bush offered a motion, seconded by Commissioner Joyner and carried for Commissioner Abbott to be on the canvassing board, with Commissioner Kent being the alternate.**

- Highway 79 Corridor Payment – Tray Hawkins, Chairman informed the board that they previously obligated \$100,000.00 over 2-years/\$50,000.00 per year to the Highway 79 Corridor. Last year the payment was taken from the landfill account.

**Commissioner Bush offered a motion, seconded by Commissioner Joyner and carried for \$50,000.00 to come from the moonseed/landfill account for the Highway 79 Corridor payment.**

- Drug Screening Policy – Wendy White, Human Resource Director informed the board effective January 6 a clearing house has to be gone through that will house all the real time information regarding commercial driver license and violations for the employees.

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

**Commissioner Kent and carried to update the county drug screen policy for DOT compliance.**

- VII. FEMA COORDINATOR – Kevan Parker updated the board.
- Michael Projects – Progress is ongoing.

Chairman Hawkins advised that he would like to ensure that there is documentation for how much is being paid for the mixer and the rock.

Kevan Parker informed the board that the money can be used on different items beyond what has been specified. However, once money is moved around the project can't be returned to.

\$1.2/\$1.3 million have been paid for the legacy projects at this point.

A notice to proceed will not be issued with Panhandle for debris at this time because there are still delays accessing the area due to the area being wet.

Chairman Hawkins advised that the notice to proceed should come before the board.

Commissioner Joyner suggested the board look into different options to obtain milled material.

Kevan Parker advised that the issue is affecting the surrounding counties.

Kevan Parker informed the board that Wheeler Emergency has grant

positions which are included in the existing contract.

- VIII. MSBU COORDINATOR – Steve Healis brought before the board a road repair plan. The cash carried forward amount provided from the clerk’s office is \$644,552.37, which will be transferred into contingency. \$600,000.00 of that will be repurposed toward the road.

Steve Healis requested that the board cover the cost of mobilization expense, which has been estimated at \$46,000.00.

County Engineer Knauer advised the board that they would compose a bid package, which will be a RFP for a unit price bid. Specified amounts will be included for each item, which will not be exceeded. The inspection is the most important part of the project. The spread rates will need to be monitored.

Chairman Hawkins directed County Engineer Knauer to compose a CEI proposal as well. These items should be prepared by the next MSBU meeting on January 13.

- IX. PUBLIC WORKS SUPERVISOR – Johnny Evans requested approval to redo the flume located at Mud Hill in concrete. Sammy Hayes will do the concrete work.

The board didn’t present any opposition to Johnny Evans proceeding.

Johnny Evans informed the board that the graders have been delivered and the schedule for the trucks is February.

- X. COUNTY ENGINEER – Cliff Knauer updated the board.
- Highway 79 Corridor Project is progressing well. Some design changes have been made.
  
  - Culpepper Landing – It was requested of the board to bid out the timber section of the project separate from the site work. The plan is to bid out the boat ramp and dock work and work with public works to do some of the site work on the project.

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to separate the RFP into two; one for timber and one for the boat ramp at Culpepper Landing.**

- Bonnet Pond Road – The intent is to complete this project prior to the holidays, but the weather has to be a certain temperature for certain things to be done.
  
- Cope and Old Bonifay Road – Bids will be available at the workshop in January. County Engineer Knauer requested that the board change the workshop to a special meeting in order to award the projects.
  
- Ag Center – The ag center work is currently out for bid. The existing ag center has dome vents, which have a history of leaking. As part of the project the dome vents would be removed and replaced with a continuous ridge vent, which is a prefabricated vent that will not leak.

The original roof on the building is a heavy steel corrugated metal. At some point the roof was leaking and a standing seam roof was put

over the top of the old corrugated metal roof.

The options are to remove the standing seam and replace it with a new standing seam, which is expensive. The other option is to put rigid insulation on top of the standing seam in order to make a flush surface all the way across and go over the top of it with a fabric (single ply membrane) without pulling the standing seam off. The warranty is 20 years.

A meeting with the building official has been scheduled after the Christmas break in order to verify that the corrugated decking can be used as a structural member and not as a roof member.

Chairman Hawkins advised that he doesn't have any opposition to proceed that way.

- Buckhorn Boulevard – County Engineer Knauer informed the board that they are currently working on a new alignment to tie directly to Scott Road.

A meeting should be scheduled with the land owner that has property on both sides; the cattle farmer.

Commissioner Abbott will attend the meeting.

- Brickyard Road – The design for Brickyard Road is in progress.
- DOT Announcement – THE CIGP, SCRAP and SCOP have been opened and projects are due prior to March 20.

Chairman Hawkins advised to inform the municipalities.

- Church and Court Street – County Engineer Knauer informed the board that the surveys are complete and the design is in progress.
- XI. COUNTY ADMINISTRATOR – None
- XII. CLERK – Clerk Bell requested approval of November vouchers totaling \$1,770,615.65.

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

- XIII. COUNTY ATTORNEY – Attorney Fuqua addressed the board regarding Ovid Road. The portion to maintain per the court records is a 14’ road.

Johnny Evans updated the board. Mr. Pitts put up the wood post. The metal sign posts with reflectors were put up by the county.

The board held discussion.

Commissioner Bush along with the county attorney’s will go out and look at the road in order to see if there is a solution that can be brought back before the board.

- XIV. ADJOURN

---

Deputy Clerk Brantley

Date Board Approved