

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
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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 Polycom), Kent, and Joyner along with County Administrator Jeff Massey, County Attorney Milton, Fuqua & Milton, P.A., Clerk of Court Lora C. Bell, and Deputy Clerk Risha Brantley.

II. PUBLIC HEARING

- Request to amend the FLUM designation of a parcel of property located on Johns Way, Chipley from Agriculture/Silviculture to Low-Density Residential to allow for one single-family residential dwelling unit on a 7.8-parcel located within the Conservation Future Land Use category – Dawn McDonald, Senior Planner presented an application submitted by Alan Stringfellow for property located on Johns Way. The public noticing requirements were met. It is consistent with the comprehensive plan and the land development code. There aren't any adverse effects expected.

The potential buyer intends to build one residential unit on the property. Staff and the planning commission recommended approval.

- Request for a Type II Special Exception to allow one single-family residential dwelling unit on a 7.15-acre parcel located within the Conservation Future Land Use category – Dawn McDonald, Senior Planner presented an application for a land-use change submitted by Jesse Brown, a potential buyer. The owners are Joseph and Martha Horn. The sale is contingent upon the ability to build on the property. The request submitted by Mr. Brown is to allow construction of a single-family residence within the conservation land use category.

A creek wraps around the property. Any new primary structures require a special exception permit.

The applicant submitted a site plan.

Public noticing requirements were met. The attendees at the public neighborhood meeting presented informational questions.

Mr. Brown is aware that there are flood plain/wetland issues that he will have to address during the construction process. 100' buffers are required from the creek. The staff report was provided to Mr. Brown. Environmental issues will need to be addressed.

The request is consistent with the plan and the land development code.

Staff and the planning commission recommended approval.

Chairman Hawkins requested that Mr. Brown be kept informed during the building process.

- Request a Special Exception for 21-acres of a 39.7-acre parcel of property (Parcel ID# 00-4231-0000) located on Highway 79 west of the City of Vernon to allow for the intended development of a recreational vehicle (RV) park within the Agriculture/Silviculture FLUM designation – Dawn McDonald, Senior Planner presented an application that was submitted by Chanley Gilbert and Julie Morris. The case was presented to the board in October and approved for 15-acres. The applicants would like to increase the size to 21-acres to accommodate pull-thru sites.

The public noticing requirements were met and one neighbor, Ms. Wheeler attended the neighborhood meeting.

Closed use of the RV park does not present any adverse effects. All-natural resource protections will be required. The applicant will be required to submit a major development of the application.

Staff and the planning commission recommended approval.

Rebecca Wheeler, citizen expressed the following concerns:

- The environmental study has not been completed per the planning commission
- EPA Study has not been started
- RV spaces are too close to her property; additional buffer should be required
- Sex offender registration
- Sex offender background check isn't required
- Noise concerns
- Concern for her family

Dawn McDonald, Senior Planner advised that the side setback is 20' and it is the type C vegetative buffer. A privacy fence will be included on Ms. Wheeler's side.

Chairman Hawkins confirmed that environmental concerns will be done during the development review. The planning work is done early so that loans can be secured for development. The ecological concerns will be addressed during the development review.

Sheriff Crews advised that an ordinance would have to be in place regarding the sex offender concerns.

Chairman Hawkins advised that the sex offender concern will be addressed at a workshop.

Chairman Hawkins requested a meeting be held with County

Attorney Milton, Sheriff Crews, and himself next week.

Chairman Hawkins confirmed that there will be full hookups, which addresses noise concerns from a generator.

III. ADOPT THE AGENDA – **Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to adopt the agenda.**

IV. BOARD MINUTES

- Special Board Meeting for May 8, 2020
- Regular Board Meeting for May 14, 2020
- Special Board Meeting for May 27, 2020
- Special Board Meeting for May 29, 2020

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to adopt the minutes referenced above.

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.”

Mark Vatter expressed concerns about his property on 5725 Highway 77, Greenhead. The process has been ongoing for over a year. Per the previous planner, the requirements that needed to be met included

having a survey done, boundary, buffer, and plans to present to the planning department.

The current planner has provided a list that has been completed and added on top after the planning commission met. Over \$10,000.00 has been spent. Currently, the planning department is requiring that it has to be engineered.

The request should be a minor development review, instead of a major development.

County Attorney Milton advised that the request is normally addressed by a presentation from the planning commission.

Dawn McDonald, Senior Planner updated the board. The last update on the application was that the application was being withdrawn.

A response was not received regarding the last comments.

An application is not available to present to the planning commission.

Chairman Hawkins advised for an appointment to be set up with County Administrator Massey, Mark Vatter, and himself.

VI. AGENDA ITEMS

- Recognition of Karen Johnson – The Washington County Board of Commissioners presented Karen Johnson, Washington County

Health Department with a plaque for her years of service.

- Recognition of Law Enforcement and Resolution Establishing October 8th (10-8) as Law Enforcement and First Responders Appreciation Day in Washington County – Gratitude was expressed for law enforcement and first responders.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to approve the above-referenced resolution.

- Check presentation from Public Risk Insurance Advisors (PRIA) – Matt McGomery presented a check to the county for over a ¼ of million dollars. *An oversize check was presented before the board.*
- Request to amend the FLUM designation of a parcel of property located on Johns Way, Chipley, from Agriculture/Silviculture to Low-Density Residential to allow for one future single-family residential dwelling unit on a 7.8-acre parcel – Dawn McDonald, Senior Planner – **Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve the FLUM designation on Johns Way.**
- Request for a Type II Special Exception to allow one single-family residential dwelling unit on a 7.15-acre parcel located within the Conservation Future Land Use category – Dawn McDonald - **Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve**

the special exception submitted by Jesse Brown.

- Request a Special Exception for 21-acres of a 39.7-acre parcel of property (Parcel ID #00-4231-0000) located on Highway 79 west of the City of Vernon to allow for the intended development of a recreational vehicle (RV) park within the Agriculture/Silviculture FLUM designation – Dawn McDonald – **Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to approve the special exception for parcel 00-4231-0000.**
- SHIP Local Housing Assistance Plan – Garrett Griffin informed the board that the Florida Local Housing Finance Corporation requires the SHIP Local Housing Assistance Plan to be updated every three years. The plan dictates how Washington County’s SHIP Program can spend its funding allocation.
Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve the plan as well as authorize Chairman Hawkins to sign off on exhibits D. and E.
- Request for approval for Chairman Hawkins to sign \$300,000.00 DEO Grant – Karen Shaw, Grants Coordinator requested a motion to accept the award and approval for the chairman to sign the agreement. The funds will be used to update the comp plan and some other planning elements.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to accept the award and approve of Chairman Hawkins signing the agreement.

- Request for approval for RFP for Deliverable I of DEO Grant – Jeff Massey, County Administrator advised that this is the first part of three deliverables of the grant for the comp plan update.

Commissioner Joyner offered a motion, seconded by Commissioner Bush, and carried to approve of the RFP for Deliverable I of the DEO Grant.

- Request for Emergency Management Performance Grant (EMPG), COVID-19 Supplemental Agreement – Lynne Abel, Public Safety Director updated the board. The grant is a 50/50 grant, which offsets eligible COVID-19 expenses. The grant is around \$8,000.00 and cycles from April 2020 – June 2021.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner and, unanimously carried to proceed with the COVID-19 Supplemental Grant Agreement.

- Request for Emergency Management Performance Grant (EMPG) for FY 20-21 – Lynne Abel, Public Safety Director

- Request for Emergency Management Preparedness and Assistance Grant (EMPA) for FY 20-21 – Lynne Abel, Public Safety Director addressed the board.

EMPG Grant is an annual grant, which is for preparedness funding. The grant runs from July 1 – June 30 and is authorized by the Stafford Act. The funds are used to supplement the program.

The EMPA Grant is provided by the state and is by legislative rule. The grant reimburses the program for eligible costs. There is a scope of work for both grants and the grant cycle is the same as the EMPG Grant.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to accept the EMPG and the EMPA Grant for the fiscal year 2020 – 2021.

- Lease Agreement for the Washington County Agriculture Center – Julie Dillard, County Extension Director requested to extend the lease with the county and FDAC for another year.

Currently, the asbestos survey from the prior agreement is outstanding.

Karen Shaw, Grants informed the board that she is in the process of obtaining a cost for the asbestos survey.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to approve the agreement between the county and FDAC.

- Residential Impact Fees – Tray Hawkins, Chairman requested to extend the extension of suspending the residential impact fees for another year.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to extend the suspension of residential impact fees for another year due to COVID-19.

County Attorney Milton advised that he would prepare a resolution.

- Washington County Rental Reopening Request – Tray Hawkins, Chairman requested approval to send a letter to the governor requesting approval to open short-term rentals in Washington County. – **Commissioner Abbott offered the above motion, seconded by Commissioner Joyner, and unanimously carried.**

VII. FEMA COORDINATOR – Kevan Parker

- Legacy Projects – There isn't a lot of movement at this point. A letter will be drafted to send to Senator Scott regarding the release of the funds.
- Hurricane Michael – A lot of things are moving. Around \$6.5

million reimbursement funds have been received. Around \$5.2 million has been spent.

- Mitigation – Road Zone 1.1, which is the area from Highway 79, west, and Douglas Ferry, north. The road damage was around \$4.7 million. That has been mitigated with another \$4.7 million of paving. The road is being prepared to be paved. County Engineer Knauer is working on specs for an as-needed paving contract.
- Meeting – Meetings are held every Wednesday with the county staff, Wheeler staff, and the clerk’s staff.
- Emergency Protective Measures - \$577,000.00 has been received of \$1,100,000.00. The funds are back at the local level.
- Debris Removal – The project was sent back last week because it was not priced correctly.
- CARES ACT – The county is the grantee for the funds, which will be distributed via approval throughout the local municipalities
- Approval and Execution of the Cares Act Funding Agreement between the State of Florida, Division of Emergency Management, and Washington County – Jason Gilmore, Wheeler Emergency Management addressed the board. \$1.1 million (25% advance) of an allocation of \$4.4 million will be received by the county once the agreement is signed. A report for the plans has to be prepared by September. The total funds have to be spent by December 2020.

County Attorney Milton clarified that the remaining 75% is on a cost-reimbursement basis.

Jason Gilmore confirmed that is correct.

A meeting has been scheduled with the municipalities next Tuesday.

Chairman Hawkins informed the board that they have used the population to figure the disbursement of the funds.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve of signing the CARES ACT Agreement.

- Request for RFP for EOC Food and Beverage Services during Emergencies – Jason Gilmore requested approval to seek proposals for food and beverage services during emergencies.

Three meals per day are required to staff, volunteers, and mutual aid providers during full activation.

The agreement is dependent upon activation.

Commissioner Abbott expressed concern about the agreement affected the community's ability to donate.

Kevan Parker commented that it has been thought about to allow the donations to be given to the local food bank or the community.

Jason Gilmore advised that self-sufficiency is a requirement in the RFP.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve of issuing the RFP for EOC food and beverage services during emergencies.

Kevan Parker addressed the board. The number priority is lost revenue. Lost revenue can't be claimed in the current plan. The National Association of Counties is lobbying for that rule to be changed. The second priority is the loss of anticipated revenue for the next six months. Finally, any remaining funds will go back into the general fund, transportation fund, or franchise fees (wherever the money was previously pulled from).

Chairman Hawkins commented that communication towers were a big concern.

County Administrator Massey confirmed that broadband is a covered expense, which can be tied to COVID.

- 5.1 – Kevan Parker advised that they set a 60-day window to finish each project. Johnny Evans set a 50-day window and he is on task to be complete at the end of the month. The staff at public works has stepped up.

- Crowder Gulf – A pre-event meeting was held with Crowder Gulf yesterday. They will provide their plans at the beginning of next week.

VIII. MSBU ADVISOR COMMITTEE CHAIRMAN – Gary Hartman, MSBU

Chairman updated the board.

- Full committee in attendance at all the meetings
- 100 % Involved Coordinator
- Working under ordinance 2017-3
- Sunshine Law is being followed
- Roberts Rules of Orders are being followed
- Working with GSG via contract
- Lots that have been paved have been updated
- Added about 300 lots to the assessment roll
- MSBU Committee request to raise the assessment 5%, which will increase it to \$36.75 (additional \$70,000.00 to the assessment)
- Road plan in place
- Bid out roads to be paved
- Road Paving Plan without a loan
- The electronic sign is working
- The fountain has been restored
- New flags have been put up
- New street lights have been put up on Sunny Hills Boulevard
- 20 new lights near the entrance for enhancement
- The solar lights are being repaired and replaced
- Mowing contract is current
- Trash pick up is active

- Crime watch program is being revisited

Steve Healis informed the board that a new street light at the end of Shenandoah has been installed.

Easy Care cut trees around the solar lights.

Commissioner Joyner commended the advisory committee and Mr. Healis.

Steve Healis informed the board that the next crime watch meeting is July 13.

IX. PUBLIC WORKS SUPERVISOR – Johnny Evans addressed the board.

- Beaver Contract - An amendment to the original agreement of \$4,872.28 is needed.

Commissioner Kent offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve to increase the budget for the beaver contract to \$15,416.96.

- Purchase Request for Bulldozer – (1) Caterpillar \$144,922.00 (2) John Deere \$164,669.00

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to approve the purchase of the Caterpillar Bulldozer for \$144,922.00.

- Purchase Request for Two Message Boards and Light Plant – For a message board with 3 lines, 70” x 127” the cost is around \$16,000.00. Another option is 44” x 77”, which is around \$12,500.00. Both are solar-powered.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to approve the purchase of two large message boards and one light plant.

Johnny Evans informed the board the cost for a used 2015 Generact Magnum with 1,619 hours is \$3,700.00. The new ones range from \$8,000.000 – \$9,500.00.

Chairman Hawkins advised Johnny Evans to proceed the way they see fit.

X. COUNTY ENGINEER – Cliff Knauer addressed the board.

- SR 79 Corridor Authority Project – The project has been submitted to DEP and DOT for permitting
- The contractor at the ag center is around 50% - 60 % complete
- The permits for the Piercy Pit property have been received from the Water Management District
- Strickland Road – An application for CIGP (50/50 grant) was submitted. The cost of the project is \$1,207,438.00.
- Old Bonifay and Cope Road – The road work is progressing well. There is a \$0.00 change order that has to be approved by the board and DOT.

The change order is to add a culvert at a residential drive and two mitered end sections. The existing culvert is crushed and is not lined up correctly. There was an underrun on the overbilled. \$5,000.00 will be deducted from the underrun on the overbilled.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to approve the change order to replace the crushed culvert for \$5,000.00 with mitered ends, which will be taken from the underrun of the overbilled resulting in a not cost change order.

- Buckhorn Boulevard – Florida Gas Transmission has an easement across Buckhorn Boulevard. They are requiring that the county have an easement from them.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve of Chairman Hawkins signing the easement from Florida Gas Transmission.

- Preconstruction – Next Thursday the preconstruction will be held at the county annex for Court Avenue, Church Street, and Sunny Hills paving.
- South Boulevard – Southeastern Surveying completed the survey and located all the utilities. The design will begin next week.

Commissioner Abbott suggested a meeting should be held with the City of Chipley regarding the digging.

- Brickyard Road – County Engineer Knauer advised that a meeting still has to be set up with Joe Taylor regarding the school issue.
- Church Street and Court Avenue Change Order – County Engineer Knauer advised the board when they originally awarded Church Street and Court Avenue, the award included the cross drains, which were an alternate bid item. The CEI was not included in that dollar amount that the vote was based on. The change order would be to deduct the cross drains from the contract. After CEI is taken out there will be about \$7,000.00 - \$8,000.00 excess to spend on the project.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to approve the change order to remove the culverts.

Chairman Hawkins requested approval to sign a letter that states Washington County intends on selling property wholly or in subdividable lots at the Washington County Industrial Park.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and unanimously carried to approve of Chairman Hawkins signing the letter regarding the Washington County Industrial Park.

XI. COUNTY ADMINISTRATION – Jeff Massey addressed the board.

- Sale of County Owned Property Located on Walkerton Drive – The assessed value is \$1,800.00, which is the offer that was submitted. They were provided a copy of the deed restrictions, letters were mailed to the

adjacent property owners and there was no opposition. – **Commissioner Joyner, Commissioner Bush (Motion Carried Unanimously)**

County Attorney Milton advised that the ordinance has been reviewed regarding surplus property and all requirements have been met regarding the four properties listed under the county administration section.

- Sale of County Owned Property Located on Hayward Street- Jeff Massey informed the board that the property is located in Sunny Hills. The assessed value is \$1,800.00, which is the offer that was submitted. They were provided a copy of the deed restrictions, letters were mailed to adjacent property owners and there was no opposition. – **Commissioner Abbott, Commissioner Kent (Motion Carried Unanimously)**
- Sale of County Owned Property located on Jensen Place, Merger Drive, and Sunny Hills Boulevard (3 Parcels) – Jeff Massey informed the board the property is located in Sunny Hills. The assessed value of each parcel is \$1,800.00, which is what was submitted per parcel for a total of \$5,400.00. The buyer was provided a copy of the deed restrictions and there was no opposition regarding the sale. – **Commissioner Abbott, Commissioner Kent (Motion Carried Unanimously)**
- Sale of County Owned Property Located on Lake Shore Drive – Jeff Massey informed the board the assessed value is \$4,000.00, which was the offer that was submitted. The deed restrictions were provided, letters were mailed to property owners and there was no opposition. The buyer was made aware that the property is designated conservation and that

development was not encouraged.

A special exception may be brought before the board at the buyer's expense. – **Commissioner Abbott, Commissioner Kent (Motion Carried Unanimously)**

- Ag Center – Jeff Massey informed the board that two pipes busted in the west wing over the weekend. Drying machines are currently in the building. The damage is between \$100,000.00 - \$250,000.00. The county deductible is \$5,000.00.

XII. CLERK – Clerk Bell addressed the board.

- May Vouchers totaling \$2,155,918.37 – **Commissioner Kent, Commissioner Joyner (Motion Carried Unanimously)**

Clerk Bell informed the board that as a wrap up for Relay for Life, Empty Shoes will be done from 7 – 8 p.m. at the Washington County Courthouse, and a Luminary from 8 – 9 p.m.

XIII. COUNTY ATTORNEY – None

XIV. ADJOURN – Commissioner Abbott offered a motion to adjourn the meeting.

Deputy Clerk Brantley

Date Board Approved