

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 – Johnny Evans
- C. Pledge

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

Chairman Hawkins recognized the passing of Ms. Kathy Foster referencing her passion for Washington County and reporting the news.

II. PUBLIC HEARING

- Request to vacate 969 feet of Sixth Avenue between Buttermilk Bend Circle and Laney Road in Chipley, Florida – Dawn McDonald, Senior Planner addressed the board regarding a request to vacate submitted by Max Laney. The surveyor identified that the road had been closed, however, documentation could not be located. All public noticing requirements were met. Due to the right of way currently being located on Mr. Laney’s property and has been officially/unofficially done, signage, a mail-out, a neighborhood,

and review by the planning commission is not required. The staff recommends approval.

- Request to amend the Future Land Use Map (FLUM) designation of a parcel of property located on Wickers Pond Road, Vernon Florida – Dawn McDonald, Senior Planner addressed the board regarding the application submitted by Justin Redmon. The request is to amend the FLUM map from agriculture/silviculture to low-density residential to build a home on the site.

The public noticing requirements have been met. One attendee was opposed to the request. Concerns expressed were that this change would prompt additional changes, such as subdivisions. Flooding issues were mentioned, high water table, potable water well, and septic tank location and operation.

These issues would be addressed by Mr. Redmon during the permitting process.

The staff report was provided to Mr. Redmon to ensure that he realizes the requirements of building in a flood plain.

The impacts should be limited. Staff and the planning commission recommended approval.

- Request for a Special Exception for a borrow pit in the Agriculture/Silviculture Future Land Use category (a 109-acre parcel of property located on Leavins Road) – Dawn McDonald,

Senior Planner addressed the board regarding a proposal submitted by authorized representative Brad Harris. The proposal is for a sandpit. A permit will be submitted to the Department of Environmental Protection. B&D's request is to operate the borrow pit in agriculture/silviculture land use. The entrance will be on Leavins and not Highway 79. Access will be to and from Highway 79.

Concerns were expressed about the road being narrow, not being for truck traffic and improvements would need to be made to the road. Other concerns expressed were air quality, noise, and groundwater.

The plans submitted by the applicant addressed the concerns.

The DEP permit remains to be approved for this.

There should not be any significant impacts.

The staff recommends approval.

The planning commission requested the right of way improvements to be addressed before the development approval.

The applicant has met with public works on site several times and does not have any outstanding issues with the impacts of the roadway, which will be widened.

Chairman Hawkins requested that a drainage easement be put in place.

Commissioner Joyner questioned if there was any information on a reclamation bond.

Dawn McDonald confirmed that a bond is required in an amount equal to or exceeding the total cost of completing all work delineated in the reclamation plan.

Commissioner Bush suggested that language in the heavy hauler ordinance be used when compiling the agreement.

III. ADOPT THE AGENDA –

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

Agenda Addition – Food Service for the Jail under FEMA Coordinator –
Commissioner Hawkins

IV. ADOPT PREVIOUS MINUTES – **Commissioner Abbott offered a motion seconded by Commissioner Bush, and unanimously carried to approved the minutes dated 6/18/2020.**

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.” - None

VI. AGENDA ITEMS

- Request to vacate 969 feet of Sixth Avenue between Buttermilk Bend Circle and Lane Road in Chipley, Florida – Dawn McDonald, Senior Planner – **Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve the above request to vacate 969 feet of Sixth Avenue between Buttermilk Bend Circle and Lane Road.**
- Request to amend the Future Land Use Map (FLUM) designation of a parcel of property located on Wickers Pond Road, Vernon, Florida – **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the FLUM designation on Wickers Pond Road.**
- Request for a Special Exception for a borrow pit in the Agriculture/Silviculture Future Land Use category (a 109-acre parcel of property located on Leavins Road) – **Commissioner Bush offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve the special exception for the borrow pit.**
- Agreement Renewal – Mackenzie Riley, Emerald Coast Regional Council requested approval of the contract renewal between Washington County and ECRC to continue to administer the SHIP Program for 2020 – 2023. – Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve the agreement with ECRC for 2020 – 2023.

- Florida Housing Finance Corporation Coronavirus Relief Fund Agreement – Mackenzie Riley, Emerald Coast Regional Council informed the board that Florida Housing Finance allocated \$240,768.00 directly to Washington County for direct COVID-19 housing-related assistance. This falls under the SHIP Infrastructure Program. The agreement is with Florida Housing Finance and the county to receive the funding.

Karen Shaw informed the board that the main items the funds would be used for are mortgage/rent and utilities. A recipient must meet the 120% threshold. The LHAP does not have to be followed. The funds must be spent by December 31, 2020.

Commissioner Joyner offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the agreement between Florida Housing Finance and Washington County for COVID-19 funds for \$240,768.00.

- Coronavirus Relief Fund/Emerald Coast Regional Council Agreement – Mackenzie Riley, Emerald Coast Regional Council requested approval of the agreement between ECRC and Washington County authorizing ECRC to administer the Coronavirus Relief Funds under the SHIP Infrastructure. – **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the agreement between ECRC and Washington County for the administration of Coronavirus Relief Funds.**

- Amending Resolution 15-2 to change the meeting schedule of the Communication Committee – Lynne Abel, Public Safety Director addressed the board. In May 2019 on behalf of herself, Commissioner Hawkins requested the Communication Committee meet quarterly instead of monthly.

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried to amend resolution 15-2.

- Replacement of Doors at Vernon Library – Renae Rountree, Library Director advised the board that the doors at the Vernon Library are disintegrating. The lowest quote submitted to replace them was from Marianna Glass for \$9,000.00. Approval is requested to accept the quote contingent on the e-rate/federal reimbursement being received.

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the quote from Marianna Glass for \$9,000.00 contingent upon the e-rate/federal reimbursement funds being received.

- Security System for Chipley and Vernon Library – Renae Rountree, Library Director advised that three quotes were submitted, which are listed below:

ADT - \$13,866.12 (3-year cost = \$2,000.00 more)

Wiregrass - \$13,370.00

Vivint - \$11,899.76

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to accept the quote from Vivint for \$11,899.76 contingent up the e-rate/federal reimbursement funds being received.

Request for Chairman to sign a letter to complete the reorganization of the Tri-County Airport Authority Board from 15 to 9 members – Tray Hawkins, Chairman informed that this item was discussed in a previous board meeting and has been approved through the legislator. Each county will be lowered from a five-member to a three-member board. - **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the signature of the letter for the reorganization of the Tri-County Airport Authority Board.**

- Request for Value Adjustment Board citizen appointee to remain as Gary Hartman – Tray Hawkins, Chairman – **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried for Gary Hartman to remain on the Value Adjustment Board.**
- Value Adjustment Board Appointees – Tray Hawkins, Chairman – **Commissioner Bush offered a motion, seconded by Commissioner Joyner, and unanimously carried to appoint Commissioner Hawkins and Commissioner Abbott to the Value Adjustment Board.**
- PRIA/Benecon Health Rate Approval for 2020 – 2021 – Tray

Hawkins, Chairman addressed the board. There is a slight increase on the employee side. The percentages were set in 2018 and for the plan to work they need to remain the same. The rates can exceed 10% over the cost of the policy when you are fully self-insured. Last year \$255,000.00 was returned, which will be used toward the increase and the rest will remain in contingency funds for insurance.

Commissioner Abbott requested to table the item until the workshop.

Chairman Hawkins advised the number is required at this time for budget purposes.

Aaron Dudley, Human Resource informed that the county will have an increase of \$128,183.00. The increase on the employee side is \$20,178.00.

Chairman Hawkins confirmed that \$128,183.00 would be taken from the insurance contingency.

Commissioner Bush confirmed with Commissioner Abbott that he understands his desire to use the funds to absorb the employee portion.

Chairman Hawkins advised that this would change the percentages. This could require money to be used from the general fund in the future to balance the insurance.

Aaron Dudley, Human Resource informed the board that on average the increase is \$10.00 - \$11.00 per pay period. Some will be about \$40.00.

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the insurance plan for 2020 – 2021 with the updated percentages.

- TRIM Rates – Tray Hawkins, Chairman suggested using the millage rate of 8.500 for budget purposes, which is a decrease of .2235 of the current millage rate.

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the millage rate at 8.500.

- Request Approval of Tentative and Final Budget Hearing Dates – Tray Hawkins, Chairman requested approval of the tentative budget hearing date as September 9 at 5:05 p.m. and the final at September 22 at 5:05 p.m. – **Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to set the above dates for the budget hearings.**

Break – 9:55 a.m. – 10:07 a.m.

VII. FEMA COORDINATOR – Kevan Parker, Wheeler Emergency Management

addressed the board.

- Hazard Mitigation – This item is being worked on daily. The housing buyout program has been split up because 4/5 houses are over 45 years. The project is \$8.8 million.
- COVID Project – The category B/emergency protective measures were estimated through September 30 for an estimated \$600,000.00. Around \$250,000.00 was advanced. September 30 the project will be extended for 6-months.
- Legacy Projects – Everything is at the FEMA level. An update should be available in the next 2-weeks.
- Hurricane Michael – Category C – Road, Bridge, Culvert Projects – 35 of 50 projects are Category C. 32 of those have moved out of the CRC and are at some point in FEMA final review. There is about \$150 million in road projects and about \$25 million in other categories.

The hazard mitigation will be used to pave roads, 20' wide, 2' deep.

- CARES Act - \$4.8 - \$5 million of needs have been identified with a \$4.4 million true budget. Changes are expected throughout the process. Funds that aren't spent by December 31 will be sent back to the federal government. The 2010 census was used to the separate funds.

Approve the expenditure of funds for eligible costs as outlined in the CARES Action Funding Agreement – **Commissioner Joyner offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the agreement.**

Chairman Hawkins confirmed that the large items in the plan are the towers for the communications, which will piggyback to the broadband and RV sites at the equestrian center to allow an isolation option for COVID.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to accept programs and allocations, including all revisions and modifications per U.S. Treasury Guidance and Funding Agreement.

Commissioner Bush offered a motion, seconded by Commissioner Abbott, and unanimously carried to authorize Chairman Hawkins to approve funds for expenditure, including transmittal requests from local municipalities.

Kevan Parker advised that the approval process includes review by the committee, along with the clerk's office. After that is completed, it will come back to the chairman for approval.

Chairman Hawkins advised that nothing will be spent until preapproval has been received from Tallahassee.

Commissioner Joyner offered a motion, seconded by Commissioner Abbott, and unanimously carried to allow the Washington County Clerk of Court to transfer funds upon presentation of proper pay requests documentation.

Food Services (Jail) – Chairman Hawkins advised that request has been put out for pricing for a menu for a month, which meets required calorie intake. This is to ensure that all meal requirements would continue to be met in case multiple positive COVID-19 cases cause the kitchen at the jail to be shut down. The monies will be covered under Category B. Currently two bids have been submitted and one more possibly pending. The request is to approve to proceed with the contract for 2 or 3 entities. The period is for 2-months, guaranteed 100 meals per day for the contract.

Commissioner Bush offered a motion, seconded by Commissioner Abbott, and unanimously carried to enter into a food services contract under Category B for the Washington County Jail.

- Notice of Award RFP: 2020-003 EOC Food and Beverage Services to Hickory Properties, LLC DBA Dickey’s Barbeque Pit of Marianna – Kevan Parker, Wheeler Emergency advised that the business belongs to Ben Maddox’s brother’s wife. There is a concern in the future about how the business is tasked.

Attorney Milton advised that it is not a potential issue for the county as much as it is a potential issue for Wheeler Emergency and Ben. To alleviate any future conflict, the county staff should submit the work orders.

Wheeler was not involved in awarding or recommending approval between the two bidders.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve to award RFP: 2020-003 to Hickory Properties, LLC dba Dickey's Barbeque Pit of Marianna.

- Approve agreement between Washington County BOCC and Hickory Properties, LLC DBA Dickey's Barbeque Pit of Marianna to provide EOC Food and Beverage Services – **Commissioner Bush offered a motion, seconded by Commissioner Abbott, and unanimously carried to approve the agreement for food services with Hickory Properties, LLC DBA Dickey's Barbeque Pit.**

VIII. MSBU ADVISOR COMMITTEE CHAIRMAN – Gary Hartman updated the board regarding the following:

- Committee members should take ethics training
- Crime watch presentation was done by Sgt. Green
- Agreed to fund a crime watch in the event an official group is made and a plan is presented
- Road project is scheduled to mobilize early in August
- Miles and miles of roads do not have street signs
(Public Works was commended for putting all the signs back up)

Commissioner Joyner commented that there is a plan for the county to make updates to Wilder Park, which include updates to the bathroom, fencing, and other items. Monitoring is intended.

IX. PUBLIC WORKS SUPERVISOR – None

X. COUNTY ENGINEER – Cliff Knauer addressed the board.

- Five Year Work Plan – 7th Street, \$577,000.00, Buddy Road Bridge over Brock Mill Branch, 2023, \$784,000.00, Sunday Road, 2023, \$1,389,000.00, County Road 273 Over Hard Labor Creek, 2022, \$3,234,000.00, South Boulevard/Kirkland Road Sidewalks, 2020, \$554,809.00, State Road 273/Campbellton Highway, \$3,300,000.00, and Brickyard Road from County Road 277 to Orange Hill Highway

County Engineer Knauer informed the board that a meeting was held with himself, Joe Taylor, and County Administrator Massey regarding ways to improve traffic flow on Brickyard Road near the school. A left-turn lane would help, headed east onto Kirkland Road. It is not in the DOT scope or the funding that was awarded to the county for Brickyard Road. Approval is requested for County Administrator Massey to write a letter to Dustin to include a turn lane with what is being done now and bid it out as an alternate item.

Commissioner Bush requested that Joe Taylor sign the letter along with Jeff Massey.

Jeff Massey informed the board that they were informed that the Department of Education would not allow an alternative direction for traffic in the field.

County Engineer Knauer informed the board that 5 – 6 scenarios were

presented by them that would eliminate any traffic issues on the road. Joe Taylor and the facility's director turned down all the proposals.

Commissioner Abbott requested that a meeting be set up with the Department of Education regarding the alternative routes.

Chairman Hawkins requested County Engineer Knauer prepare exhibits for the field alternative so that he can have it at the next school board meeting.

Chairman Hawkins requested Wendy White, Human Resource request that he be on the next school board agenda.

The board expressed their support for County Administrator Massey to send the letter regarding the turn lane.

Kevan Parker advised that it is okay to proceed with the following.

- Joiner Road Culvert Replacement Project - \$20,000.00 – **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried to accept the bid from Dewberry for the Joiner Road culvert replacement.**
- Williams Road Bridge Replacement Project - \$73,250.00 – **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried to accept the bid from Dewberry for Williams Road Bridge.**

County Engineer Knauer informed the board that Roberts and Roberts are beginning pavement on Old Bonifay and Cope Road. Church Street project will follow.

XI. COUNTY ADMINISTRATOR – Jeff Massey addressed the board.

- Greenview Court Property Sale (2 parcels) – The assessed value is \$1,800.00 per parcel, which is what was offered. There was no opposition. The buyer was provided a copy of the deed restrictions.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to sell the 2 parcels located at Greenview Court, Sunny Hills for \$1,800.00 per parcel.

- Fanning Branch Road – The assessed value of the property is \$77,267.00, which is the offer that was submitted. The security bid submitted was 1/10 and financial documentation was submitted showing prequalification.

There was no opposition regarding the sale and the buyer was provided deed restrictions.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to sell the 9 acres located at Fanning Branch with a structure that requires extensive repairs.

XII. CLERK – Clerk Bell addressed the board.

- June Vouchers Totaling \$2,483,034.85 – **Commissioner Abbott,**

Commissioner Bush (Motion Carried Unanimously)

XIII. COUNTY ATTORNEY - Attorney Milton addressed the board.

- Ordinance for Sale of County Owned Property – Potential updates to the ordinance address selling real property out of the industrial park.
Commissioner Abbott offered a motion, seconded by Commissioner Bush, and unanimously carried to approve to advertise the ordinance update for the next meeting.
- Canvassing Board Update – Commissioner Kent was previously appointed to the Canvassing Board when Commissioner Hawkins had an opponent.

Attorney Fuqua advised that the statute reads that the chairman shall be appointed. Commissioner Abbott and Commissioner Kent were previously appointed.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to replace Commissioner Kent on the Canvassing Board with Commissioner Hawkins.

County Engineer Knauer informed the board that he has compiled the specs for the base construction and paving on the roads that Kevan Parker has discussed regarding FEMA to bid out.

Chairman Hawkins advised to set it up for at least two contractors/ possibly three.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and unanimously carried to approve to issue the RFP for paving of FEMA roads.

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

Deputy Clerk Brantley

Date Board Approved