
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 (via phone), Commissioners Bush, Kent (via phone), and Joyner along with County Administrator Massey, County Attorney Fuqua, Fuqua & Milton, P.A., Clerk of Court Lora C. Bell, and Deputy Clerk Risha Brantley.

II. PUBLIC HEARING

- Special Exception request for the construction of a single-family residential dwelling unit within the General Commercial Future Land Use Map category – Dawn McDonald, Senior Planner – The request was submitted by Heather and Daniel Bruner to build a single-family unit on 4.13 acres of commercial property. The property is landlocked however, the applicants have two formal easements from adjacent property owners. The public noticing requirements were met and there was no opposition to the case. The planning commission and staff recommended approval.

- Request to amend the Future Land Use Map category of 5-acres from a Low/Medium Density residential to the General Commercial designation – Dawn McDonald – The request was submitted by Peggy Corum to change a 5-acre parcel on Brickyard Road from low-medium residential to general commercial. The public noticing requirements were met. The planning commission and staff recommended approval.

- Request to amend the Future Land Use Map category of 5-acres from Agriculture/Silviculture to Low-Density Residential designation – Dawn McDonald, Senior Planner – The request was submitted by the authorized representative, Robin Silverman for Marschka Et Al, which is four siblings. The request is to change the 5-acres to low-density residential. The public noticing requirements were met. The planning commission and staff recommended approval. There was no opposition from the public.

- Request to amend the Future Land Use Map category of 8.2 acres from Agriculture/Silviculture to Low-Medium Residential – Dawn McDonald, Senior Planner – The request was submitted by Chris and Peter Maday. The public noticing requirements were met. There was no opposition from the public. The planning commission and staff recommended approval.

Chairman Hawkins closed the public hearing and opened the budget workshop.

Chairman Hawkins provided the following budget summary:

Retirement Contributions

10% as of July 1, 2020 Regular Class (8.47% in 2019-2020)

24.45% as of July 1, 2020 Special Risk Class (25.48% in 2019-2020)

27.29% as of July 1, 2020 Senior Management Service Class (25.41% in 2019-2020)

Note: All department budgets will be increased by at least the retirement contribution increase

Medicaid County Contributions to Medicaid (Page 10)

\$487,369 for 2020-21 (\$471,473 for 2019-20)

Agriculture Center (Page 8)

Retirement Contributions-Increase

Animal Control (Page 10)

Regular Salaries and Wages +Taxes+ Retirement- Added the Animal Control Assistant/Parks & Rec Assistant to the Animal Control Budget from the Transportation budget; \$1 increase in Animal Control Officer hourly rate of pay- Increased \$29,145 in Regular Salaries from 19-20 to 20-21

Other Current Charges- Decreased from \$5,300 to \$3,000

Training and Education- Budget of \$2,300 for ACO Certification for AC Assistant and additional training for AC staff

Equipment- Increased budget from \$2,500 to \$6,500- Bullet Proof Vest, a lift-gate (Tommy Gate) and animal transport box

Building (Page 73) /Code Enforcement (Page 74, 2) /Planning (Page 5)

Building:

Other Contractual Services- Budget of \$20,000 for Building Inspector services
Life & Health Insurance- Added an employee to Health Insurance coverage

Clerk of Court (Page 4)

The request includes the final amount after the 3% increase for the current year (19-20) (469,376.00) as well as the additional staff member with taxes and benefits (\$35,000) recently hired for cleaning the courthouse.

E911 (Page 25)

Other Contractual Services- \$50,000 increase from prior year budget to implement digital services- Reimbursable through grant funds

EOC (Page 36)/ EMPG (Page 37)/EMPA (Page 50)

Overall budget numbers remained the same

Fire Control (Page 7-8)

Decreased due to Retirement Contributions

Fire Services/Fire Operation Fund (Page 64-66)

\$37,750 increase due to increase in property values

General Building Services (Page 6-7)

Overall budget decreased \$5,159

Grants (Page 9-10)

Retirement Contributions-Increase

Human Resources (Page 3)

Retirement Contributions-Increase

Library (Page 17)

Transfer from General Fund- Remains the same (\$304,527)

MSBU (page 62)

Contract-Mowing- Increased \$13,500 to reflect contract pricing

Other Street Lights- Decreased \$22,849

Road Resurfacing- Decreased \$570,523

Property Appraiser (Page 5)

\$104,475 increase (\$60,000 will be from Cash Carried Forward and the rest is franchise fees.) The provider for the system is no longer providing new services. The additional amount will be recouped next year on Cash Carried Forward.

Returned in 2019- \$60,874.93

Returned in 2018- \$120,717.21

Returned in 2017- \$77,711.18

Returned in 2016- \$127,916.43

Returned in 2015- \$105,051.57

Recycling (Page 19)

Revenues- Recycling Increase \$5,000 and Cans decrease \$8,000

Regular Salaries and Wages- Decreased \$23,389 (Four to three employees)

Other- Aluminum Cans- \$9,500 decrease

Sheriff's Department (Page 7)

Budget will stay the same from last year

\$4,500 increase of Liability Insurance will be offset by the Florida Retirement System decrease, which will be a little over \$13,000.00.

Sheriff Crews questioned coverage for the cost of upgrading his payroll software program.

Chairman Hawkins advised that he would have contingency coming from the category b items, which should more than cover those line items. The funds should be received before the need to cover the expense.

Sheriff Crews confirmed that the money will cover the additional expenses.

Chairman Hawkins advised him if it is based on how the fund is selected to be applied.

Sheriff Crews asked if the board would like to address the hot spots in the county during the summertime with what is going on with the sheriff's office and trying to cover these? Has there been a discussion about what is going to come next summer? The sheriff's office can't keep up. The department is blessed with the resources in the county but the department can't keep up with the calls for service.

Chairman Hawkins advised that Culpepper Landing will go under construction this year. Additional parking will be available next year.

Chairman Hawkins advised the sheriff that he would have to do the best with what he has. Over the last 4 years, there have been an additional million dollars given to the sheriff's department. The county is going to have to work with what is there.

Sheriff Crews commented, as long as the board understands that; as long as you know what we are up against. If the parking is increased, that means more people for his people in those areas down there.

Chairman Hawkins advised that it means there will not be the additional people parking in the right-of-way.

Supervisor of Elections (Page 5-6)

Decreased \$22,712

Tax Collector

Tourist Development Council (Page 32-33)

Transportation (Page 14-16)

Public Works

Removed \$50,000 from each Commissioner's Maintenance budget

Rentals and Leases- Decreased by \$175,000

Paid off equipment leases

Savings of interest- CAT- \$57,809.19 John Deere- \$15,454 **Total= \$73,263.19**

Veteran's Affairs (Page 9)

Retirement Contributions-Increase

	2019-2020	Requested 2020-2021	Committee Recommendation
Baker Act (Life Management)	\$75,000	\$75,000	\$75,000
Council on Aging	\$15,000	\$18,000-20,000	\$15,000
Early Learning Coalition	\$5,000	\$5,000	\$5,000
Economic Development (Chamber)	\$50,000	\$55,000	\$44,000
Historical Society	No Request Received	No Request Received	\$1,000
Literacy	\$5,000	\$5,000	\$5,000
Orange Hill Soil and Water	\$5,000	\$5,000	\$5,000
Tri County Community Council	\$15,000	\$15,000	\$15,000

Parks & Recreation	\$20,000 (Divided between Chipley, Wausau, Vernon, Ebro & Caryville)		\$20,000
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Chairman Hawkins went over the highlights of the sheriff’s budget breakdown.

- Additional Correctional Officer - \$45,359.80
- North Florida Water Management Part-Time Contract - \$14,793.60
- 3% Raise/\$122,234.27
- \$4,500.00 liability insurance
- \$776.76 VOCA Grant Training and Supplies
- \$1,942.00 Smart Cop
- \$18,100.00 Tyler Technological Solutions
- \$10,700.00 Reoccurring Software Maintenance

Chairman Hawkins confirmed with Kevan Parker that the category b for the sheriff’s office is over \$100,000.00. Everything is covered in the contingency other than new hires and raises.

Chairman Hawkins closed the workshop until 10:00 a.m.

III. ADOPT THE AGENDA – Commissioner Joyner offered a motion, seconded by Commissioner Bush, and carried to approve the agenda.

IV. ADOPT PREVIOUS MINUTES – July 23, 2020

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to adopt the minutes dated July 23, 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

- Recognition of Anita Clark – Tray Hawkins, Chairman – The board recognized Anita Clark for her dedication with the Washington County Council on Aging.

Anita Clark advised that as of December 2020 she would have reached 20 years. She will continue to be an advocate for the seniors in the county, as she will be working on the board of the Advantage Aging Solutions in Tallahassee beginning October.

- Special Exception request for the construction of a single-family residential dwelling unit within the General Commercial Future Land Use Map category
- Request to amend the Future Land Use Map category of 5-acres from a Low/Medium Density Residential to the General Commercial designation
- Request to amend the Future Land Use Map category of 5-acres from Agriculture/Silviculture to Low-Density designation
- Request to amend the Future Land Use Map category of 8.2 acres from

Agriculture/Silviculture to Low-Density Residential designation –

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve the recommendations from the planning commission for all the special exception presented in the public hearing at the beginning of the meeting.

- RFQ 2020-004, Comprehensive Infrastructure Study Award
Recommendation – Dawn McDonald, Senior Planner – This is the first release of the three parts. It is requested of the board to award the contract to DHM and begin negotiations.

The comp plan update has been awarded to Emerald Coast Regional Council and negotiations will begin.

The amount will not exceed the amount established by DEO on these items.

Commissioner Joyner offered a motion, seconded by Commissioner Bush, and carried to approve of entering into contract negotiations with DHM for the Comprehensive Infrastructure Study Award.

- Repeater Maintenance Agreements with Mobile Communications of America
Lynne Abel, Public Safety Director – Repeater maintenance on the communication towers has been occurring however, there is has not been a written agreement in effect since the company reorganization and name change. The committee voted on July 30 to seek board approval of the written agreements. There is no change in cost.

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve of the agreements with Mobile Communications of America for repeater maintenance.

- Interlocal Agreement for Automatic Mutual Aid Between Walton County Fire Rescue and Washington County Fire Department – Rick Kerr, Fire Services Coordinator

Commissioner Joyner offered a motion, seconded by Commissioner Bush and, carried to approve the mutual aid agreement between Walton County Fire Rescue and Washington County pending the county attorney’s approval of the agreement.

Rick Kerr informed the board that he would be pursuing agreements with other surrounding counties.

- Request for Chairman to sign NG9-1-1-1 GIS Grant Application – Deidra Pettis, E911

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve of Chairman Hawkins signing the NG9-1-1-1 GIS Grant Application.

- Culpepper Landing – Tray Hawkins, Chairman – Culpepper Landing was recently advertised as one agreement/application. An overrun occurred. Approval is being requested to split the advertisement into two RFP’s; 1 for asphalt/parking lot construction and 2 for the docks/wood construction.

Commissioner Bush offered a motion, seconded by Commissioner

Joyner, and carried to re-advertise Culpepper Landing as presented by Chairman Hawkins.

- Extension of Physician Service Agreement – Tray Hawkins, Chairman abstained from voting.
County Attorney Fuqua advised that the agreement is an extension for physician services at the county jail.

Commissioner Joyner offered a motion, seconded by Commissioner Kent, and carried to approve the agreement with Samuel Ward for physician services at the county jail for a year.

The motion carried 4 to 0, with Commissioner Hawkins abstaining.

Attorney Fuqua advised that the mutual services agreement with Walton County that was discussed earlier in the meeting is satisfactory.

- Revoking of Teen Court Ordinance Number 2006 – 16 – Tray Hawkins, Chairman – From all indications from the judicial system teen court is no longer in operation in Washington County.

Motion to revoke ordinance 2006 – 16. – Commissioner Joyner offered the motion, with Commissioner Kent seconding it.

County Attorney Fuqua advised that he drafted the ordinance but would like to ensure that it was advertised.

Chairman Hawkins advised that if the ordinance was not advertised, the motion is to approve of advertising it.

- Hiring of Jeff Carter for representation in litigation against Tiger Steel – Tray Hawkins, Chairman – The litigation is for Greenhead Fire Department. Mr. Carter has agreed to accept the contract. The county will reimburse the fire department for Mr. Carter’s fees. The fire department has a contract with Tiger Steel.

Chairman Hawkins confirmed that the board will hire Mr. Carter on behalf of the Greenhead Fire Department and pay the bills for his services.

Commissioner Joyner offered a motion, seconded by Commissioner Bush and, carried to front the money to Greenhead Fire Department for litigation services provided by Mr. Carter for litigation against Tiger Steel for failure to perform services listed in the contract.

Chairman Hawkins advised that it is a loan. The county will pay the invoices and be reimbursed on the backside.

- Application Request for CDBG (Community Development Block Grant) for Hunter Park – Tray Hawkins, Chairman – The City of Vernon will provide the water and water testing that is required to install a splash pad in Vernon. The location for the potential splash pad is across from the school.

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to apply for the CDBG Grant for the splash pad in

Vernon.

- Application request for CDBG for Ag Center – Tray Hawkins, Chairman – The grant is for remodeling the interior and exterior surfaces of the ag center.

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve to apply for the CDBG Grant for the ag center.

- RFP for Ag Center Foundation Repairs – Tray Hawkins, Chairman –
Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to issue the RFP for the ag center foundation repairs.

- Acceptance of DEO Agreement for Highway 79 Corridor – Tray Hawkins, Chairman – \$35,000.00 has been awarded to Washington County on behalf of the Highway 79 Corridor for the development guide.

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve of the DEO Agreement for the Highway 79 Corridor for \$35,000.00.

- MOU with the City of Vernon to Provide Water and Water Testing for Splash Pad provided by CDBG – Tray Hawkins, Chairman

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve the MOU with the City of Vernon.

- SHIP Annual Report – Karen Shaw, Grants Coordinator – The report is due September 15, which is before the next board meeting. There is one outstanding job at this point. Once the report has been updated to include the outstanding job it will be provided to the board.

Commissioner Joyner offered a motion, seconded by Commissioner Bush and carried, to approve the annual SHIP report.

VII. FEMA COORDINATOR – Kevan Parker –

- Road Projects – Donald Stanley will be assisting with the road projects.
- Legacy Projects – 12 projects are being worked, which is around \$700,000.00. The funds should be received in the next couple of months.
- Hurricane Michael Projects – There are two projects in the CRC, which are close to coming out.
- FEMA Final – There are around 16 projects. Several of the projects should be out of FEMA final within 45 – 60 days. The total is around \$150,000,000.00.
- CARES Act Funding – Daikin has looked at installing a plasma system that kills viruses. The system will put ions out in the air into the office. The cost is around \$222,000.00.

Chairman Hawkins expressed concern about anyone else providing the service.

County Administrator Massey advised the county has an existing contract for the courthouse with Daikin. There were issues at the courthouse before COVID-19.

Chairman Hawkins requested County Attorney Fuqua to review this to ensure that the procurement policy is being followed.

Kevan Parker advised that it is being followed. The state also says that the county is exempt from some of that.

County Attorney Fuqua requested information on how they were procured and by whom.

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve the CARES Act request for Dynamic Air and Plasma up to \$222,222.00 for all the government buildings contingent upon the county attorney making sure that it is lawful and meets the county's procurement policy.

- CARES Act Request – New Ambulance, Zoll Monitor, and Stretcher –
Chairman Hawkins confirmed that the ambulance has the air that combats COVID-19.

Chairman Hawkins commented that Randy Truette will be replacing an ambulance with the purchase of this one.

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to purchase the ambulance, Zoll monitor, and stretcher with CARES Act funds.

Kevan Parker requested approval to compile a bid and advertise for rip

rap and barrier for the mitigation for FEMA work.

Commissioner Joyner offered the above motion, which was seconded by Commissioner Bush and carried.

- Pre-bid Conference for Paving – Anderson Columbia, Roberts and Roberts, and C.W. Roberts attended. Contractors suggested it would be better to have another year to complete the work. The bids are due September 3.
- CARES ACT –
- Annex Network upgrade
- EMPG match grant funding
- Dispatch console has been ordered
- M with Melvin regarding the RV place at the equestrian center
- Fencing quote has been received
- Carpet cleaner is being researched
- Broadband is also being looked at

Chairman Hawkins informed the board that the regular meal service will resume at the jail as of August 27.

VIII. MSBU ADVISORY COMMITTEE CHAIRMAN – Gary Hartman –

- The first agenda item at the next meeting is to review the ordinance, review

their purpose, and explain that the meeting is not an open forum. The plan is to get the meetings back under control.

- Requested the board look at MSBU receiving a 5% increase or \$35.00. There has not been an increase in assessments since 2010. The ordinance in 2013 abated it for 5-years. That ended in 2018.

Chairman Hawkins suggested this item be looked at for next year.

IX. PUBLIC WORKS SUPERVISOR – Chairman Hawkins commended the public works employees for their work, which has allowed the department to be debt-free for the first time in at least 4-years.

X. COUNTY ENGINEER – Cliff Knauer

- SR 79 Corridor – Bids were taken for water and sewer recently. There were 7 bidders on the project. The project is within budget.
- Culpepper Landing – The grant does not cover any amenities for kayaks or canoes, because it is mainly centered around boating. Components have been added to the project for kayak and canoe access separately from the boat launch. This will be set up as an alternate bid item. Public works will be assisting with the parking lot.

Chairman Hawkins commented that Nestle provided \$15,000.00 for the project.

- Brickyard Road – The design for the left turn lane at Kirkland has been

completed. The design speed had to be reduced to 40 mph. The posted speed is 35 mph. In the future, the board will need to approve design exceptions for that because it is 5-miles less than what they would like to design it for.

County Administrator Massey will need to send a letter to Dustin to change the scope of work.

- Williams Bridge and Joyner Road Culvert Replacement – The surveyors and biologists are currently working on these.
- Upcoming Proposal – Design on River Road, Houston Road, Greenhead Road, and Bush Road Bridge
- FEMA Zones – Proposals of FEMA zones are being prepared to be brought before the board.
- Ag Center Roof – The roof is complete. The manufacturer has done their inspection and is satisfied. County Engineer Knauer and the county building inspector have expressed satisfaction.

XI. COUNTY ADMINISTRATION – Jeff Massey

- Chipley Library – Last month a 10-ton heat pump a/c went out at the library and three quotes were obtained. Under an emergency, the repair has been made for \$12,500.00.

Commissioner Joyner offered a motion, seconded by Commissioner Bush, and carried to approve the repair of the heat pump at the library

for \$12,500.00.

- Broadband RFP Advertisement –

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve to advertise for broadband.

- MOU Neighboring Townships – The MOU would cover the use of access to towers as part of the connectivity program for broadband.

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve the MOU as suggested by County Administrator Massey.

XII. CLERK – Clerk Bell –

- July Vouchers - \$3,043,196.33 –

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve the vouchers for July for \$3,043,196.33.

XIII. COUNTY ATTORNEY – Attorney Fuqua suggested to the board that once the responses to the RFP for broadband are received they may want to consider using a consultant to review the RFP responses.

County Administrator Massey commented if needed.

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

Deputy Clerk Brantley

Date Board Approved