

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

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

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

I. PROCLAMATION

- Call to Order - Chairman Hawkins
- Invocation – Johnny Evans
- Pledge

II. PUBLIC HEARING

- Request to amend the Future Land Use Map (FLUM) designation of the property located at Chapel Branch Drive from Agriculture/Silviculture to Low-Density Residential to allow for the future development of one residential dwelling unit on a 4.51-acre parcel of property – Dawn McDonald, Senior Planner presented an application submitted by Hunter Dobbs. The public noticing requirements were met, and there was no opposition. The request is consistent with the comprehensive plan and the land development code. The planning commission recommended approval at their meeting on March 1. The staff also recommends approval.

- Request to amend the Future Land Use Map (FLUM) designation of property located on Highway 77 from Low-Density to General Commercial to allow for the intended commercial development of 4.19-acres – Dawn McDonald, Senior Planner presented the application submitted by Donell and Stacy Fendley for a construction-related business. The public noticing requirements were met, and there was no opposition. The request is consistent with the intent of the comprehensive plan and the land development code. The planning commission recommended approval at their meeting on March 1. The staff also recommends approval.
- Request to amend the Future Land Use Map (FLUM) designation of property located on Highway 77 from Agriculture/Silviculture to allow General Commercial for the Intended Commercial development of 2.5-acres – Dawn McDonald, Senior Planner presented the application submitted by Jeremy and Brook Cotton for an events hall. The public noticing requirements were met, and there was no opposition. The amendment is consistent with the general intent of the comprehensive plan and the land development code. The planning commission recommended approval at their meeting on March 1. The staff recommends approval.

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

IV. ADOPT PREVIOUS MINUTES

- Board Workshop for February 18, 2021

- Board Meeting for February 18, 2021
- Special Meeting for February 25, 2021

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

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 minutes to speak on the proposition before the board. – Attorney Fuqua read the public comment conduct statement.

- Kevin Fussell, 1519 Gainer Road addressed the board regarding the future of Clark Lane. The road is currently closed. He requested the county put some rip rap on the road and put the other half of the fence up. A final grade of the road is requested if the board selects to abandon the road.

Kevan Parker informed the board that funding is available to repair the road. The permitting process was stopped because of the possible road closure.

Chairman Hawkins advised proceeding with the permitting process.

Kevin Fussell asked for the county's assistance on the south side of the road.

Chairman Hawkins advised Kevin Fussell, Johnny Evans, and Kevan Parker to continue discussing this. County Administrator Massey will follow up.

- Rebecca Finch informed the board that after the sex offender ordinance was passed on February 18 an offender was allowed by the Department of Corrections to move within 2,500' of Daniels Lake.

Chairman Hawkins advised that they are currently working with the Department of Corrections regarding the ordinance and have a meeting scheduled.

Rebecca Finch requested playground equipment be installed at Hick's because the Department of Corrections does not recognize it as a park.

Chairman Hawkins advised Rebecca Finch to meet with Karen Shaw regarding this.

- Mr. Brooks, a Vernon citizen thanked Commissioner Bush and the board on behalf of Bonnet Pond for the work on the tennis court and the surrounding area.

Mr. Brooks requested that the Washington County Board of Commissioner live stream their meetings.

## VI. AGENDA ITEMS

- Recognition of Panhandle Technical College Electrician Students –

Tray Hawkins, Chairman – The commission recognized the Panhandle Technical College electrician students and Mr. Green for their work at the district site for COVID vaccination.

- FLUM Request – **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the three FLUM requests presented at the public hearing at locations on Chapel Branch Drive, and Highway 77.**
- SHIP Special Exception – Karen Shaw, Grants/Special Projects Coordinator requested approval of a special exception for \$2,010.00 for a client that is receiving a replacement home.  
**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the SHIP special exception for \$2,010.00.**
- Title Service for acquisition and demolition of flood-prone properties (HMGP Buy-Out) – Karen Shaw, Grants/Special Projects Coordinator requested board approval of the staff recommendation to accept the lowest bid of \$345.75 submitted by Northwest Title Group, LLC to perform the title searches for the buyout program. The quote is within budget.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to accept the low bid of \$345.75 submitted by Northwest Title Group, LLC.**

Chairman Hawkins advised there is movement on the 25% monies

that were put into the DR-Fund. It may be optional for the funds to be accessed upfront.

- Request for Approval for ITP 2021-02 Surveying Services – Karen Shaw, Grants/Special Projects Coordinator requested board acceptance of the sole bid from Southeastern Surveying to perform the surveying services for the Buyout Program. The total was \$30,755.00, which is compiled of separate bids per project. The bid is within budget.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the bid submitted by Southeastern Surveying for the Buyout Program.**

Update to Title VI Policy – Karen Shaw, Grants/Special Projects Coordinator informed the board that the policy remains the same but is a 3-year update. Approval is required regarding grant projects through the Department of Transportation.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the updated Title VI Policy.**

- Ag Center Entry Way Design Services – Karen Shaw, Grants/Special Projects Coordinator requested board approval of the proposal from Alday-Howell Engineering for the ag center entryway design using the FDACS funds. The proposal of \$26,000.00 is within budget.

**Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to approve the proposal submitted by Alday- Howell Engineering for the ag center entryway for \$26,000.00.**

- CEI Services for Brickyard Road – Karen Shaw, Grants/Special Projects Coordinator requested approval for the proposal submitted by Alday-Howell for CEI services for Brickyard Road for \$84,560.00. The continuing service contract was used.

**Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to approve the proposal submitted by Alday- Howell for CEI services on Brickyard Road.**

- CEI Services for Buckhorn Boulevard – Karen Shaw, Grants/Special Projects Coordinator requested approval of the proposal submitting by Melvin Engineering for CEI services on Buckhorn Boulevard. The proposal is within budget and the continuing services contract was used.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to accept the proposal from Melvin Engineering for CEI services on Buckhorn Boulevard.**

- Amendment One to Florida Housing Finance Corporation Agreement 2019 and 2020 – Karen Shaw, Grants/Special Projects Coordinator informed the board the amendment includes allowing modular housing, increasing award amount based on family size,

increasing the AMI to 120%, and it adds a requirement to have homeowner insurance.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve amendment one to Florida Housing Finance Corporation.**

- MSBU Mowing Contract Renewal – Steve Healis, MSBU Coordinator requested approval of the contract extension.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the extension of the MSBU mowing contract with Fresh Cut.**

- Budget Amendment for Economic Development Council for \$14,000.00 – Tray Hawkins, Chairman requested approval of the budget amendment listed above. Funds will be moved from the hospital funds that are paid annually to cover the budget shortfall. There is an additional \$3,000.00 for EDC.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the budget amendment and additional \$3,000.00 for EDC.**

- Request for approval for MOU with Washington County School Board for shared use of communication tower – **Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to approve the MOU with Washington County School Board.**

- Stewart & Stevenson FDDA, LLC D/B/A Florida Detroit Diesel – Allison Contract Renewals – Randy Truette, Communications Committee Director requested approval to renew the contracts, which include a \$169.00 increase from last year.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the Stewart & Stevenson contracts.**

VII. FEMA COORDINATOR – Kevan Parker provided project updates.

- Legacy Projects – The changes have been approved from the DEO to the county side.
- COVID Site – The site is running well. There has been an issue with the state contract with Share Care for people that are registering.
- Sally Projects – The site inspections are ongoing. The primary focus is roads that are not associated with Hurricane Michael. The inspections on the buildings are complete.
- Hurricane Michael – The request for reimbursement is progressing well. In the beginning, the pilot program allowed for all the projects to be combined. That is the FEMA policy. The state of Florida can't do it that way. The projects have had to be broken up and reimbursements requested per project.

The next hurdle is the rock validation cost.

- A template invoice has been created for the local contractors to use. They have been guided on how and when to invoice.

- Design is ongoing in road zone 2.4, which is south of Chipley, west of Highway 77, north of Clayton. Peel Road is complete and Earl Gilbert should be completed by the beginning of next week.
- A group of roads will go out for bid on April 22. The date is based on receiving the contract and approval at the May meeting.

Kevan Parker requested approval to advertise Pine Ridge subject to design completion. The road is ready and permitted.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to advertise for Pine Ridge subject to design completion.**

VIII. MSBU ADVISORY COMMITTEE CHAIRMAN – Gary Harman updated the board.

Cavalier Road is 1.7 miles, 1.3 miles of it is within Sunny Hills and then it becomes a dirt road and goes down to Griffin Landing. Two houses are serviced by that road. The road is the worse in Sunny Hills. The committee has concluded that the two houses that the road services could not have damaged the road where it is now. The traffic to the landing is what would have likely damaged the road. The committee doesn't feel that MSBU funds should be spent on the repair.

The committee requests that the board include the road on its paving project list.

Chairman Hawkins advised that Commissioner Joyner will be asked to look into this.

Commissioner Bush suggested a speed sign be put up.

Gary Harman informed the board the next MSBU meeting is April 7.

County Administrator Massey informed Gary Hartman that MSBU funds can't be used to fund an off-duty sheriff's officer.

- IX. PUBLIC WORKS SUPERVISOR – Johnny Evans opened a discussion to cancel private road grading. The policy is strictly for grading. The cost is \$50.00 per 30-minutes.

**The board held a discussion, with Commissioner Bush offering a motion, seconded by Commissioner Hawkins, and carried to suspend grading services for 1-year.**

Commissioner Abbott was not present for the motion, however, he was present for the discussion.

Johnny Evans informed the board that Bay County requested to take over the maintenance of the signal light at Highway 79 and Highway 20.

An e-mail for a yes acknowledgment was sent to Danny Jackson to add two solar-powered stop ahead lights.

Johnny Evans advised this is not something that he would like to agree to because the expense to repair it exceeds the revenue that is received for the maintenance.

The new agreement includes three caution lights, which are as follows:

1. Douglas Ferry and Highway 79
2. Pioneer and Highway 77
3. Highway 77 and Moss Hill

**Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to not accept the traffic control agreement with the FDOT.**

X. COUNTY ENGINEER – Cliff Knauer updated the board.

- John’s Way Bridge – The geotechnical was completed last week on both sides. The report should be available next week.
- The Army Core and the DEP permits have been applied for on Joyner/Joiner Road culverts.
- Williams Road Bridge – A pre-application meeting has been scheduled with Water Management District. There are more impacts than Joyner/Joiner Road.
- Buckhorn Boulevard – Bids will be taken on the 24<sup>th</sup>. An addendum will be put out that the clear areas will be staked out and will be the contractor's responsibility.
- Brickyard Road – The design for the school access is currently being worked on.
- South Boulevard – This is being submitted to FDOT for comments.
- Culpepper Landing - Karen Shaw has the notice to proceed on Culpepper Landing for Hall Contracting.

Chairman Hawkins requested that the contractor waits until August for the landing.

County Engineer Knauer informed the board that he will check with the grants department to ensure that the funding will still be available.

- Clayton Road Bridge – The specs, bid schedule, and project overview have been provided to Karen Shaw.

XI. COUNTY ADMINISTRATOR – Jeff Massey addressed the board.

- Sale of County Owned Property
  - Barney Manuel - \$1,800.00 per parcel for 11 parcels, totaling \$19,800.00 – 00000000-01-0049-0035, 00000000-01-0074-0017, 00000000-01-0104-0007, 00000000-01-0127-0027, 00000000-02-0210-0040, 00000000-02-0217-0002, 00000000-02-0217-0003, 00000000-02-0241-0008, 000000—2-0241-0013, 00000000-02-241-0012, 00000000-02-0212-0010.
  - Marcy Brock - \$1,801.00 – 00000000-01-0020-0020
  - Heather Lang - \$2,000.00 – 00000000-01-0048-0012
  - Charles Sanford - \$2,100.00 – 00000000-02-0241-0009
  - Royce and Connie Berry - \$1,800.00 – 00000000-0581-0021

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the sale of the above-listed county-owned property.**

- Purchase of Jail Appliances – County Administrator Massey informed the board the jail needs the following:
  - Food Slicer \$1,525.00

- Convection Oven                   \$7,123.60
- Reach in Refrigerator           \$4,100.00
- Food Trays                         \$2,587.60

The remaining funds for buildings that were damaged at the jail during Hurricane Michael will be used for the above purchase. An allocation from Hurricane Michael to the general fund will be done.

Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to authorize the purchase of the items for the jail totaling \$15,336.20 from Hurricane Michael funds.

- Crystal Lake Boat Ramp – County Administrator Massey opened a discussion regarding calls to open the boat ramp.

Johnny Evans informed the board that he is currently waiting to get paperwork back from Mr. Moody.

Commissioner Kent suggested tabling this item until Commissioner Joyner can weigh in.

Chairman Hawkins suggested not to make any changes at this time. A special meeting could be called if necessary. If not this item will be included on the April agenda.

XII. CLERK – Lora C. Bell addressed the board.

- February Vouchers totaling \$3,086,971.06 – **Commissioner**

**Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the February vouchers.**

- XIII. COUNTY ATTORNEY – Attorney Fuqua addressed the board.
- 2019 AASHTO Guidelines for Geometric Design for Low-Volume Roads, Second Edition – This will be used in the upcoming FEMA projects for the roads that don't have a lot of traffic.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the resolution for the 2019 AASHTO Guidelines for geometric design for low-volume roads, second edition.**

- XIV. ADJOURN