

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

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

The following persons were present: Chairman Hawkins, Vice-Chairman Abbott, Commissioners Bush, Kent, and Joyner (via phone) along with County Administrator Jeff Massey, County Attorney Fuqua, Fuqua & Milton, P.A., Finance Director Johnnie Pettis, and Deputy Clerk Risha Brantley.

I. PROCLAMATION

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

II. PUBLIC HEARING

- Proposed Small-Scale Future Land Use Map (FLUM) amendment for a property on Douglas Ferry Road, Bonifay – Dawn McDonald, Senior Planner presented an application submitted by Gregory and Dena Cleveland for a land-use change from general commercial to agriculture/silviculture for 10-acres. The location is within the Highway 79 Intent Overlay. The noticing requirements were met, and staff and the planning commission recommended approval.

Chairman Hawkins requested that the applicants be aware that the intent of the area is commercial/industrial use.

- Minor Development Review Application and Variance Request for

property located at 6409 Highway 77, Chipley – Dawn McDonald, Senior Planner presented an application submitted by Onelio Cruz who has proposed a construction-related business on the site, which required him to undo the development review process. There is a request for relief of vegetative buffering and a required bicycle rack. There was no opposition to the request. The planning commission recommended approval on April 5. Staff recommended approval as well.

- Proposed Major Development for property located on Highway 79, Vernon – Dawn McDonald, Senior Planner – Dawn McDonald, Senior Planner presented an application that has been presented to the board twice prior before the board for use on the site. The code allows special permission for RV parks to be located on agriculture/silviculture designated properties. A major development review is required because of the number of sites. The planning commission recommended approval with typical development conditions. Staff recommends approval as well.

III. ADOPT THE AGENDA – Agenda Additions –

- Move the public participation policy above the non-agenda audience
- Resolution for SHIP Special Exception
- Comprehensive-time for the Senior Planner
- Grant request for park improvements
- Scope of work for parks for county buildings for mowing/landscape
- CD closure/Move to First Federal

Commissioner Bush offered a motion, seconded by Commissioner Kent, and carried to adopt the agenda with additions.

IV. ADOPT THE PREVIOUS MINUTES

- Board Meeting 03/18/2021

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to adopt the minutes dated 3/18/2021.

Public Participation Policy – Attorney Fuqua addressed the board. Florida Statute 286.0114 discusses the public’s right to participate in meetings. It sets forth that the public has a right to speak on any item that is on the agenda. It doesn’t provide for the right for the public to speak on items that are not on the agenda. The public participation policy presented today allows for the framework for the public to speak on items that are not on the agenda and the agenda. If someone would like to speak on an item that is not on the agenda, notification should be given to the clerk 48-hours after the agenda is posted so that that the board would be able to respond, if desired instead of waiting until the next meeting.

Attorney Fuqua recommended approval of the policy.

Commissioner Abbott offered a motion, seconded by Commissioner Bush for discussion.

Attorney Fuqua advised that this offers a better structure and gives a better opportunity to respond to the public inquiry.

The above motion carried.

Simone Sheffield questioned about workshops being scheduled.

Chairman Hawkins advised that workshops are scheduled when they are required.

V. NON-AGENDA

- Ethyl Wright, 2944 Sylvania Road, Vernon, Florida addressed the board regarding an over 20-year drainage issue on their property. There have been several occasions where the flooding has left them unable to exit their property.

Chairman Hawkins informed Mrs. Wright that engineers are working on a permanent solution to the problem.

- Benita Crittendon expressed her concern to the board that she doesn't want to see guidelines set forth that would create an adversary solution regarding the new non-agenda policy.

Chairman Hawkins advised that it is unfair for an issue to be brought before the board that they are unaware of and therefore unprepared to respond. 48-hours allows for a response.

Benita Crittendon addressed the board. The constitutional rights begin at the local level.

Chairman Hawkins advised that Washington County BOCC has previously approved a second amendment resolution. An

ordinance is currently being developed at this point while working with NRA on the local level to protect the second amendment right.

VI. AGENDA ITEMS

- Recognition of First Baptist Church in Chipley - Tray Hawkins, Chairman recognized First Baptist Church, on behalf of the board for their assistance and leadership during the current unprecedented times regarding COVID-19.
- Recognition of the Colletti Family in Memory of Dan Colletti – Tray Hawkins, Chairman presented a plaque, on behalf of the board to Jenny Colletti in recognition of Dan Colletti’s willingness to help in Washington County.
- Recognition of Sandy K. Martin – Tray Hawkins, Chairman recognized Sandy K. Martin, Jackson County Department of Health for her leadership role in Jackson, Holmes, and Washington County during the nationwide pandemic.
- Proposed Small-Scale Future Land Use Map (FLUM) amendment for property located on Douglas Ferry Road – **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the FLUM amendment on Douglas Ferry Road.**
- Minor Development Review Application and Variance Request for property located at 6409 Highway 77, Chipley – **Commissioner**

Abbott offered a motion, seconded by Commissioner Kent, and carried to approve the development review application and variance request for property located at 6409 Highway 77.

- Proposed Major Development Review for property located on Highway 79, Vernon – **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the proposed major development review for property located on Highway 77, Vernon.**
- TDC Seat #3, Seat #4, and Seat #8 Resignation – Heather Lopez, TDC Director requested board approval for seats 3,4, and 8. Seat #3 was Wausau’s City Council and they just came off the council, seat #4 was a bed tax collector who recently sold their property, and seat #8 closed her business.
Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to approve the resignations of TDC seats 3, 4, and 8.
- TDC Seat #8 Appointment – Heather Lopez, TDC Director requested approval of Chris Ellis, Orange Hill Gator Farm to fill the residual of seat #8.
Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried for approval of Chris Ellis filling TDC Seat #8.
- Sunny Hills Repaving Plan for Fiscal Year 2021 – Steve Healis, MSBU Coordinator presented a road plan before the board. The

roads that were included have the majority of homes and roads that are highly used.

It is asked of the board to approve to cover the estimated CEI cost of \$30,000.00 and the center-line painting estimated cost of \$5,000.00.

The \$300,000.00 budgeted for road resurfacing this year will be depleted. To complete the plan an additional \$170,000.00 will be needed to complete the job.

Commissioner Joyner offered a motion, seconded by Commissioner Bush, and carried for approval of Mr. Healis' paving plan for the full scope of work presented by Steve Healis.

The approved plan includes the following:

- The county covers the cost of CEI estimated at \$30,000
 - The county covers the cost of centerline painting estimated at \$5,000
 - The county fronts fiscal year 2022 funds to get the project started, which is estimated at \$170,000
 - The project results in 3.22 miles of repaved roadway, serving 28 existing homes, and 278 lots
 - The plan is contingent on the bid price per ton (some cuts may be required to stay within budget)
 - Upon completion, the project will be paid in full without obtaining a loan
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- Request to appoint Traci Corbin, DNP, as the Administrator of the Florida Department of Health in Holmes and Washington Counties
 - Tray Hawkins, Chairman requested approval of the above based

on the hiring committee throughout DOH, along with Washington and Holmes appointees to the hiring committee. – **Commissioner Kent offered a motion, seconded by Commissioner Bush, and carried for approval to hire Traci Corbin as the Administrator for Washington County and Holmes County Department of Health.**

Based upon Attorney Fuqua’s direction it was not required for Commissioner Hawkins to recuse himself from the vote.

- Signature Request for Grant Application for Orange Hill Volunteer Fire Department to Purchase Commercial Washing Machine for Gear – Savannah Lollie, Fire Services Administrative Secretary asked for approval of the above-referenced agreement. The total cost is \$7,557.20. 75% is reimbursable, making Orange Hill Fire Department responsible for \$1,889.00 in addition to the installation fee of \$570.00. The funds are available in their budget.

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

- National County Government Month Proclamation – County Attorney Fuqua read the proclamation. **Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to approve the proclamation designating April 2021 as National County Government Month.**
- Adjacent Ag Center Property Discussion – Charles Kent,

Commissioner addressed the board regarding the adjacent ag center property owned by Mr. Wells. The price has been lowered to \$45,000.00. The property was appraised for \$50,000.00.

The board discussed the condition of the mobile home and home on the property.

Commissioner Kent suggested that the property could be utilized as parking and suggested the board should secure the property.

Commissioner Kent asked if the board would like to collectively cover the cost of resurfacing and striping the parking lot.

Chairman Hawkins requested a motion to enter into a contract with the owner of the property to purchase the property if the due diligence comes back under \$50,000.00 for demolition of the units and the cost of the property.

County Attorney Fuqua requested the contact information be e-mailed to himself and Clay Milton.

Chairman Hawkins advised County Administrator Massey to bring before the board at the May meeting a quote to demolish everything on the property and turn the property into a parking lot. Obtain a second quote, which would include salvaging the house, removing everything else, and turning the property into a parking lot.

This item will be tabled and brought before the board at the May

meeting.

Commissioner Bush offered a motion, seconded by Commissioner Kent, and carried to put a \$500.00 holding binder on the property.

- Special Exception Resolution – Karen Shaw, Grants Coordinator/Special Projects addressed the board. The special exception is for a replacement home that couldn't be put at the original location. This incurred additional expenses that will come out of the administrative line item. The largest item is on the framing packing, which is over \$4,500.00 more than the bid that was put in.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to approve the special exception resolution.

Recess – 10:09 a.m. – 10:24 a.m.

VII. FEMA COORDINATOR – Kevan Parker addressed the board.

- The site inspections for Hurricane Sally were completed with FEMA on 4/14/21.
- Most of the detailed damage description and inventory has been approved
- Meetings are held every week regarding the COVID vaccination site
- On 4/16/21 the hours at the COVID vaccination site will be 4:00 p.m. to 6:00 p.m. Other changes in the schedule will be

reviewed

- The work at the vaccination site is complete
- The governor signed the Hurricane Michael cost-share 12 ½% waiver
- Earl Gilbert, Peel Road, Tool Circle, and Coy Drive in road zone 2.4 don't require a permit. The plans are at 90% complete. The plan is for them to be bid out next week. These are being bid with the caveat that the other permit has been received. If they haven't been received the notice to proceed will be held.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to issue an RFP for Earl Gilbert Road, Peel Road, Tool Circle, and Coy Drive.

Chairman Hawkins provided an update. On December 21, the permits moved from the Army Core to DEP. The nationwide permits were being worked through the Army Core for a year before the change. This extended the permit process.

Kevan Parker continued with his update.

- Hazard mitigation is going through the process right now
- The final budget has been signed for the Buyout Program
- Safe rooms at EMS, EOC, and the sheriff's office is being reviewed
- The generators have gone through
- A consensus on the blended rock has occurred

Chairman Hawkins provided an update. The community

meeting on Holmes Valley Road was well received and orchestrated.

Chairman Hawkins requested approval to move Certificate of Deposit #3400002566 to a savings account at First Federal.

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried authorizing approval of the Washington County Clerk to move the Certificate of Deposit #3400002566 from Peoples South Bank to a savings account at First Federal.

- VIII. MSBU ADVISORY COMMITTEE CHAIRMAN – Gary Hartman updated the board. The quarterly meeting was held. The committee requested to be involved with Nabors & Giblin so that their wants could be expressed. The mission per the ordinance is to advise the commission on how the people would like to spend the assessment funds.

County Administrator Massey advised Gary Hartman that he would inform him and Steve Healis of the next meeting with Nabors & Giblin.

Gary Hartman advised that information is provided for the public on the website.

Steve Healis informed the board that he provides information to the civic association and he attends their meetings.

- IX. PUBLIC WORKS SUPERVISOR – Johnny Evans addressed the board.
- Security System – Harris Security bought out Wiregrass Security.

The additional cost for renewing the contract is \$120.00 annually.

Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to approve the security contract with Harris Security.

- Inmate Crew – Chairman Hawkins requested a call to be set up with the current warden today.
- 2003 Ford Service Truck – Johnny Evans informed the board that the transmission is going out on the service truck. Coffman has a 2021 International that is ready to go for \$136,378.00, which is on the sheriff's bid.

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the purchase of the 2021 International from Coffman for \$136,378.00 out of the public works budget.

- X. F-250 Mechanic Truck Replacement – The effects of the injector pump going out will cost at least \$8,000.00. The truck has over 200,000 miles on it.

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried for approval of a one-time spending authority of \$50,000.00 for Johnny Evans for the JM Woods Auction.

Johnny Evans informed the board that he would like to swap out the oldest loader in the fleet. The loader is stationed at Mudhill.

Chairman Hawkins confirmed that the loader is utilized for the rock pile continuously. The expense can come out of the FEMA blended rock rate. This item will be on the May agenda.

XI. COUNTY ENGINEER – Cliff Knauer addressed the board.

- Brickyard Road – **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to proceed with bidding the project out.**
- Alford Road – The road is currently out for bid. The first project was handled by DOT, which is the shoulder widening. The second project is a SCRAP project for Washington County where the overlay was added to the projects. The projects were combined into one and advertised. The pre-bid conference has been held and bids will be taken next week.

The bid results will be done 3-weeks before the next meeting.

The contractors have asked to use Hero Pit for fill.

Chairman Hawkins advised to list it as an alternate.

County Engineer Knauer advised the board that if it is approved for the contractor to use the pit coordination needs to be made to ensure that two contractors aren't using the pit at the same time, since the contractors for Buckhorn Boulevard will be using the pit.

- Sunny Hills CEI – County Engineer Knauer advised that the CEI for Sunny Hills will be hourly not to exceed \$30,000.00.

Chairman Hawkins informed County Engineer Knauer that the CEI was approved in the plan.

- Mudhill Landfill – All the piezometers have been installed that DEP requested as part of the additional work as groundwater evaluation. A daily inspection routine will be worked on with the supervisors of the public works department. Jeff Brown will be checking the zone of influence by doing pumping tests.
- Chipley Landfill – The Water Spigot has purged and flushed the wells and pulled samples. When the testing is complete, the final report will be done and sent to Tallahassee for preparation to close it out. The wells are on the adjacent residential houses have been testing as well to ensure there isn't any impact on them.
- Hartford Boulevard – The construction plans are complete and the permits are in permitting. The next step is to meet with Mr. Coffman, representative of Spring Ridge Estates. He has requested a list of county-owned property located in Sunny Hills so that a swap can be made for lots. 5 of their lots are being impacted. Legal assistance will be required for the exchange of lots. There is one landowner that isn't from the Spring Ridge Estates that needs to be contacted.

Chairman Hawkins advised County Engineer Knauer to reach out to Karen Shaw regarding making contact with the landowner that

isn't from Spring Ridge Estates.

- Culpepper Landing – County Engineer Knauer informed the board that a request was sent through FBIP through the FWC asking if the project could be delayed until August and the response was to award the contract and proceed.

Chairman Hawkins advised Wendy White, Human Resources to set up a call for him regarding this.

- Williams and Joyner/Joiner – The plans are complete and both roads are in permitting.
- FRDAP – The grant is \$50,000.00(no match) and is due October 15. The grant concentrates on parks. Extra points are given for holding a community meeting advertised specifically regarding the parks and minutes will be required. There are also extra points given for it being listed on the CIP within the next three years.
- Buckhorn Boulevard – Anderson Columbia bid \$2,954,936.46 and Roberts and Roberts Inc. bid \$2,710,483.42, however, there were some errors included on the spreadsheet which made the actual bid \$2,650,190.02. The budget for Buckhorn Boulevard is \$2,582,506.00, of which \$2,300,000.00 has been designated for CEI. The shortage is \$270,793.27.

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to award to Roberts and Roberts contingent on additional funding being approved

from DOT or negotiating the project within budget.

Commissioner Abbott amended his previous motion regarding the closure of Certificate of Deposit #3400002566 located at Peoples South Bank to include the authorization of Lora C. Bell making the transaction being that Linda Cook's name is attached to it. The motion was seconded by Commissioner Bush and carried.

XII. COUNTY ADMINISTRATOR – Jeff Massey addressed the board.

- Jail Security Quote – The replacement cost is \$37,600.00.
Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to proceed with the jail security quote of \$37,600.00 from the jail contingency fund.

- Sale of County Owned Property –
 - Property on Haverhill Drive, Sunny Hills – Gregory and Tamara Andrew offered \$3,600.00, which is the assessed value for 2 parcels.
Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried for approval of the offer to purchase parcel 02-0246-0027 and 02-0246-0028.

 - Property on Parkton Court, Sunny Hills – Janine and Jeremy Heath offered the assessed value of \$1,800.00.
Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the above offer to purchase parcel 00000000-19-0114-0005.

- Property on Alhambra Drive, Sunny Hills - Terry and Pamela Raffield offered the assessed value of \$1,800.00.
Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the offer to purchase parcel 00000000-07-0426-0001.

- Washington County Non-Redeemed Certificates – **Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to proceed with the county’s approval to apply for tax deeds on all county-held certificates on property valued at \$5,000.00 or more.**

- Crystal Lake Update – Residents have requested that the county reconsider opening the boat ramp this month.

Chairman Hawkins commented that negotiations with the Moody property are ongoing.

Chairman Hawkins suggested reopening the south boat ramp with the intention that there are future constructions, which may affect the opening once permits are received.

Per Chairman Hawkins's suggestion the motion was made by Commissioner Abbott, seconded by Commissioner Joyner, and carried to open the boat ramp at Crystal Lake.

- Planner Comp Leave Balance – Due to working on the updates to the comprehensive plan the senior planner’s comp hours have

maxed out. County Administrator Massey asked if it is the board's direction to pay the hours out?

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve to pay out the senior planner's comp hours.

County Administrator Massey requested approval to compile the scope of work for the county parks and county structures for mowing and landscaping needs.

Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to issue an RFP for two separate contracts for mowing and landscaping needs for the county parks and county structures.

- Realtor Association Grant – The association would like to give Washington County a \$5,000.00 grant to apply to a park. County Administrator Massey suggested the funds be applied to Wilder Park.

Commissioner Joyner offered a motion, seconded by Commissioner Bush, and carried to accept the grant for improvements to Wilder Park.

- Ag Center – Due to the way that the building sets it was determined that raising the building and filling the void would cause additional damage. The plan is to drill six holes and pressure feed the concrete to fill the void to stabilize the

settlement. The other improvements are progressing well.

XIII. CLERK

- March Vouchers totaling \$4,426,213.69
**Commissioner Abbott offered a motion, seconded by
Commissioner Bush, and carried to approve the March
vouchers referenced above.**

**Commissioner Bush offered a motion, seconded by
Commissioner Joyner, and carried to surplus the mechanics
F-250 truck located at public works.**

XIV. ADJOURN

Date Approved

Deputy Clerk Brantley