

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 Tray Hawkins

Vice-Chairman Todd Abbott

Commissioner Charles Kent

Commissioner Alan T. Bush

Commissioner Steve Joyner

Also present were County Administrator Jeff Massey, County Attorney Fuqua, County Attorney Milton, Fuqua & Milton, P.A., Finance Director Johnnie Pettis, and Deputy Clerk Risha Brantley.

I. PROCLAMATION

- Call to Order - Chairman Hawkins
- Invocation – Danny Jackson
- Pledge

II. PUBLIC HEARING – None

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

IV. ADOPT PREVIOUS MINUTES

Commissioner Abbott offered a motion, seconded by Commissioner

Kent, and carried to approve the minutes dated August 19, 2021.

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 (3) minutes to speak on the proposition before the Board. Before the time a meeting has been called to order, should an individual or group wish to address an item which is on the agenda for consideration, the individual or group shall obtain, from the Commission Secretary or Clerk, a public comment form and shall write on the form their name and the agenda matter which they wish to address. The completed form(s) shall be returned to the Commission Secretary/Clerk who shall provide the form(s) to the Chairperson. Should a particular group wish to address an item, they shall nominate a spokesperson to voice their ideas, comments, and concerns. In the event, an individual would like to speak on an item and has not signed up in advance, those who have signed shall be given priority and those who have not signed up may speak at the sole discretion of the Board Chair. The county-approved public participation policy is recorded on book 1216, page 70.

VI. AGENDA ITEMS

- Department of Health Contract and Fee Schedule – Traci Corbin, DNP Administrator/Health Officer requested approval of the 2021 – 2022 annual contract. – **Commissioner Kent offered a motion, seconded by Commissioner Bush, and carried to approve the annual contract and fee schedule.**

- Presentation of Annual Report from Florida Forestry Services – Donnie Sellers, Forest Area Supervisor addressed the board. There were not many fires in the past year. Washington County is currently set at 123 on the drought index, and the fire awareness level is under 1.
- Request to apply for two State E-911 Grants – Clint Erickson, E-911 Coordinator addressed the board. One grant would be utilized for a fourth position and the second one is for the annual maintenance for the recorder for around \$3,500.00. Both grants are non-match. – **Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to authorize approval to apply for both grants.**
- Site Certification/Strategic Plan – Ted Everett, Executive Director updated the board regarding the site certification for the industrial park. The deadline is September 30, which will not be met. Due to unforeseen circumstances, there is a backlog in processing paperwork.

Gulf Power has advised that they are proceeding without the industrial park advertisement. It will not be shown in any of the marketing campaigns.

Commissioner Abbott requested that the land is being processed be included.

Commissioner Bush offered a motion, seconded by

Commissioner Abbott, and carried to approve the cost of \$49,648.44 for Phase I and II.

Ted Everett informed the board there are 10-acres there that don't have a clear title. The process of cleaning the title up may take 1-year. The 10-acres have to be taken out.

Deputy Clerk Brantley advised Chairman Hawkins that the expense would be taken from the economic development funds.

- SCOP Agreement for Sunday Road Resurfacing – Karen Shaw, Grants Coordinator requested approval for a resolution authorizing the clerk and the chairman to sign the agreement for Sunday Road with FDOT for the design of Sunday Road for \$140,823.00.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the resolution and agreement for Sunday Road.

- Request for EMS Ambulance Purchase – Tray Hawkins, Chairman addressed the board. The ambulance is part of the strategic plan for three 24-hour shifts to serve Washington County better. The ambulance is \$195,848.00 off of the sheriff's contract. –
Commissioner Kent offered a motion, seconded by Commissioner Bush, and carried to approve the purchase of the ambulance from the American Rescue Act Funds for \$195,848.00.

They will surplus some of their equipment to assist with offsetting the price. In the future, a second one will be purchased.

- Request to Pay Annual Leave over 240 Hours – Wendy White, Human Resources Director addressed the board. Due to extenuating circumstances, Covid-19, and hiring issues there are 21 staff members projected to have more than 240-hours of annual leave at the end of the year, which they would normally lose at the end of the year. It is requested of the board to pay the hours out if they choose to. At this time the amount is \$20,000.00, which would change if days are taken before the end of the year. This would be paid out of the American Rescue Act funds due to premium pay for essential workers. –

Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to approve of the end of the year excess of 240 annual leave hours payout.

- Comprehensive Plan Discussion – Todd Abbott, Vice-Chairman wanted to ensure the timeline to make changes to the comprehensive plan was November.

Dawn McDonald, Senior Planner addressed the board. On September 16 the proposed will be transmitted. December 16 is the target date. There is still time for input, elements are on the website, and the link has been provided.

- MSBU Final Rate Resolution – Attorney Milton addressed the board. The preliminary rate resolution was approved last month,

and notices were sent out. On the agenda for approval, this morning is the final resolution and as part of that resolution, the tax roll is being certified to the tax collector. – **Commissioner Joyner offered a motion, seconded by Commissioner Abbott to approve the MSBU final rate resolution.**

Cassandra Harrington, Sunny Hills resident addressed the board regarding the uses of the MSBU funds.

Chairman Hawkins informed the resident that it is a benefit unit. The advisory committee meets every quarter at the library and brings suggestions discussed before the Washington County Board. Three miles of road will be paved this year, the lighting was redone on the boulevard, and the fountain has been repaired.

Cassandra Harrington advised the board that Peak Road is washed out.

Chairman Hawkins advised that Peak Road and Cavalier Drive are on the paving list, which will be done out of FEMA collection from Hurricane Michael.

The motion issued previously for the MSBU rate resolution was carried unanimously.

Gratitude was expressed to all of those that assisted with the MSBU mailouts.

- VII. Public Participation Policy – Tray Hawkins, Chairman went over the public participation policy. There is a sign-in sheet, the public has the option to speak once a motion has been made and seconded, also there is the option to provide 48-hour notification of the subject you would like to speak about to allow for a productive conversation. 48-hour notice is optional.

Commissioner Bush advised that he does not like the 10-minute group representation that is included in the public participation policy.

Chairman Hawkins advised striking that from the public participation policy.

Commissioner Bush offered a motion, seconded by Commissioner Kent, and carried to approve the public participation policy.

- Pine Log State Forest MPAG Public Meeting Notice – Tray Hawkins, Chairman informed the board that he is on the Pine Log State Forest Board and there is a meeting that will be in Bay County on September 29, which must be publicly noticed through Washington County. – **Commissioner Kent offered a motion, seconded by Commissioner Joyner, and carried to accept the notice.**

VIII. FEMA COORDINATOR

- ITB 2021-09 Ebenezer Road, New Jerusalem Road, Mallory Road,

Litard Log Road, Peak Drive, Ada Drive, Cavalier Drive, and Celebrity Circle – There were four bidders. The low bidder was C.W. Roberts at \$2.8 million, GAC \$2.9 million, Roberts and Roberts \$3.6 million, and American Sand and Asphalt \$13,500,000.00.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to accept Kevan Parker’s recommendation to accept C.W. Robert’s bid of \$2,817,647.90.

- Clark Lake East, Clark Lane West, Lisa Lane, Suggs Road North, Walnut Circle, Pine Forest Road, Mayhaw Lane
- Alton Lane, Roland Road, Suggs South Road, Harman Road

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the above roads in the invitation to bid 2021-09.

Kevan Parker advised that the roads are split up aimed at getting the best price. All the roads are out in 2.4, 3.2, and now entering 4.2.

- FEMA Projects Update – 130 roads are actually under some type of surveying, design, or construction. After this bid is awarded there will be around 29 roads under contract. The rain has had a large impact on the work during the last month.

Worley Road – This is a Sally Project. Hazard Mitigation is complete. The cost to restore it was around \$250,000.00, and to rebuild it with box culverts was going to be about \$450,000.00. The mitigation with box culverts has been approved. Final design and permitting is typically an 8-month process.

Chairman Hawkins requested that the Everbridge program be used to notify residents when road construction begins.

Keven Parker continued to update the board. 35 – 40% of the roads are being affected now by survey, design, or construction. There are a couple of more zones that are about to be started.

An estimated \$22.8 million has been approved for Hurricane Michael and \$2.6 million is in some form of validation. That does not include the RFR that has been prepared for this month.

Around \$19,000.00 has been received for Hurricane Sally.

It is requested to issue an RFR for Hurricane Sally projects for a continuing service contract for ditches, cleaning, and headwall constructions. The RFR has been prepared and can be put out next Wednesday.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve to issue an RFR for the Sally projects for a continuing services contract for ditches, cleaning, and headwall constructions.

An additional \$191,000.00 for Legacy Funds has been approved, totaling \$426,000.00 out of the \$1.2 million.

Chairman Hawkins informed Kevan Parker that there is a meeting next week with all the affected counties regarding Hurricane Sally to combat the mitigation issues they are having to deal with.

Kevan Parker informed the board that a preliminary draft/appeal response has been prepared regarding that. The one draft should cover all the road zones.

- IX. MSBU ADVISORY COMMITTEE CHAIRMAN – Gary Harman thanked the board for passing the resolution, all the assistance with the mailouts, and the clerk’s office for providing current information every month.
- X. PUBLIC WORKS SUPERVISOR – None
Chairman Hawkins expressed his thanks to public works during their recent shorthandedness.
- XI. COUNTY ENGINEER – Cliff Knauer addressed the board.
- Guardrail Bids Continuing Service Contract – Contractors picked up packages but have since dropped out before opening bids. The issue is committing to a one-year contract with the constant increase in metal prices.

A discussion was held, ultimately deciding to rebid the guardrail

continuing services contract as follows:

- Hourly rate and a cost + 10% on material.
- Maintenance of traffic on a per-day cost; one for a flag operator and one for a lane closure

XII. Buckhorn Boulevard – There is 3,379’ of fence that needs to be relocated on Buckhorn Boulevard. Roberts and Robert's proposal to relocate the fence is \$38,858.50. This includes 6 x 6 web wire, a single wood post every 50’, an H Post every 100’, and a king post on every corner.

Chairman Hawkins advised Cliff that he would follow up with him after a meeting that he has on the 16th.

Commissioner Bush suggested using the NRCS standard instead of the DOT standard.

- Hartford Boulevard – It is in permitting. DEP has submitted an RAI with questions that have to be responded to. The road will meet Water Management District exemption criteria everywhere except for where the realignment is being done. They want the stormwater calculation to make sure that it meets their criteria. Larry Coffman, Spring Ridge representative would like to meet next Tuesday. The board confirmed that Commissioner Joyner and County Administrator Massey would meet with Mr. Coffman, along with County Engineer Knauer.

- Culpepper Landing – The planned start date is October 1. The ramp will have to be closed. Chairman Hawkins advised that he would like an advertisement in the newspaper and for public works to have a sign made with information of the closure.

Chairman Hawkins advised that the Wayside Park in Vernon would be closed at the same time for construction but not as long. Trees, dilapidated buildings, and a donated fixture will be removed, and gravel will be added to the parking lot.

- Brickyard Road – It will be back on the street Saturday. All the approvals have been received from DOT.
- Joiner Road – All the bids were rejected at the last meeting. Chairman Hawkins advised that the goal is to make the dates of the construction long enough for a span of dry weather.

Dewatering should be made a line item in the bid.

- Sunny Hills Paving – Chris Riley, C. W. Roberts Manager has been unavailable to meet to negotiate the \$10,000.00 the board had given previous instruction for.

County Engineer Knauer advised the board that he intends to have something for the board by the 16th.

- Williams Road – The road is in permitting.

- Greenhead Grade – Things are progressing well.
- Sunday Road – Survey, Design, and Permitting Quote for Dewberry for \$140,000.00

Commissioner Abbott expressed concern about allowing others to bid on this.

Commissioner Hawkins advised that Dewberry is the contractor of record. This is the way that it has been done since 2016.

It was confirmed with the board that it hasn't been done any differently before 2016.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to accept the quote from Dewberry for Sunday Road for \$140,000.00.

XIII. COUNTY ADMINISTRATOR – Jeff Massey addressed the board.

- County-Owned Property – 1. 00-5395-0044 – Dogwood Avenue – Assessed Value \$3,000.00 - .631 acres – Offer \$3,000.00 – No Opposition
- 2. 19-1109-0008 – Monica Circle – Sunny Hills – Assessed Value \$2,000.00 – Offer \$2,000.00 – No Opposition

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to approve of the county-owned property sales totaling \$5,000.00.

Chairman Hawkins informed the board that County Administrator Massey has been asked to join the Traffic Advisory Committee through ECRC and a motion is required. – **Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to approve the board appointment.**

Chairman Hawkins informed the board that the IFAS program, Holmes County requested that Washington County consider installing a weather station in all of the fire departments to assist with monitoring rainfall, wind, and effects of the weather on the alignment throughout the county. The cost is estimated at \$120.00 each.

A request has been made to lease the industrial park to cut hay from it.

A discussion was held agreeing upon Chairman Hawkins to discuss it with the City of Chipley since they cut the grass and report back to the board on the 16th.

Commissioner Bush advised that the rain station is under Jeff's spending authority and shouldn't come before the board.

XIV. CLERK –

- August Vouchers Totaling \$3,723,99.77 – This item was read by Chairman Hawkins for informational purposes. A motion is not required.

- XV. COUNTY ATTORNEY – Attorney Fuqua asked the board if it is their pleasure to begin a quiet title on the 10-acres at the industrial park?

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to authorize Attorney Fuqua to proceed with a quiet title on the 10-acres at the industrial park.

- XVI. ADJOURN – Commissioner Abbott offered a motion to adjourn.