

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
May 19, 2022, 9:00 a.m., Commission Board Room
1331 South Blvd., Chipley, FL 32428

DISTRICT 1 Alan T 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 Tray Hawkins, Vice-Chairman Todd Abbott, Commissioners, Charles Kent, Alan T. Bush, and Steve Joyner. Also present were County Administrator Jeff Massey, County Attorney Matt Fuqua, Fuqua & Milton, P.A., Clerk of Court Lora C. Bell, and Deputy Clerk Risha Brantley.

Agenda Item – 5 - Recognition of Washington County 4-Hers - Tray Hawkins, Chairman

The board recognized the following:

Asa Anderson – Asa earned the title of Supreme Champion Exhibitor at this year's Washington County Youth Fair. He accumulated points throughout the show season for attending educational workshops, completing his record book, taking a final test, and for ribbon placings for showmanship and market classes during the fair. Asa earned Grand and Reserve Champion for his swine projects and was the Grand Champion Senior Swine Showman. He also raised the Grand Champion Steer and Reserve Champion Heifer and was named Reserve Champion Senior Beef Showman. He earned a \$500 award and belt buckle for this designation.

Sure Shots 4-H Club Junior Team – Walle Foxworth, Hunter Whittal, and Seth Strickland earned 2nd place Intermediate Team at the Florida 4-H Shotgun Match. All team members placed in the top 10 for high overall scores in skeet, trap, and sporting clays. Seth Strickland was 9th overall, Hunter Whittal was 6th overall, and Walle Foxworth was 2nd overall.

Sure Shots 4-H Club Senior Team – Drew Fleener, Oscar Foxworth, Izabel Henderson, and Cass Dillard earned 1st place in Senior Team at the Florida 4-H Shotgun Match. All four team members placed in the top 10 for high overall scores in skeet, trap, and sporting clays. Cass Dillard was 10th overall, Izabel Henderson was 7th overall, and Oscar Foxworth was 4th overall. Drew Fleener will be representing Florida as one of four team members at the National 4-H Shotgun Match in Nebraska this summer.

II. **PUBLIC HEARING**

- Request a change to the County Future Land Use Map for a 14.60 acres parcel from Residential Medium 2 to Agriculture/Silviculture for property located at 974 Brickyard Road, Chipley - Dawn McDonald, Senior Planner presented the first application submitted by the Kirkland family. The property owners would like to have a homestead. They will have a small family farm on the property. The public noticing requirements were met, and a neighborhood meeting was held where there wasn't any opposition to the proposal. The planning commission and staff recommended approval.
- Request a revision to an existing development through the Major Development Review Application process for property located at 1447 Main Street, Chipley - Dawn McDonald, Senior Planner presented the application submitted by Community South Credit Union. The board previously approved a redevelopment of the site. The credit union purchased adjacent property, which had to be incorporated into the larger development program, which has

been revised. Both applications had to meet all code requirements. The project is currently awaiting calculations and a drainage plan from Dewberry. There were no public noticing requirements. The planning commission recommended approval with basic conditions, which include permits for stormwater and driveway permits. Staff also recommended approval.

- Scrivener's Errors/Future Land Use Map Corrections - Dawn McDonald, Senior Planner identified four areas on the map that need attention. The items must be sent to the state for review first. A land-use category has been established in the Skywatch area.

Commissioner Hawkins confirmed that the area is off Clemons Road.

Dawn McDonald addressed the second area as Hick's Lake. The area was inadvertently changed to conservation, and it should be a single-family residential.

There is an area at Five Points Recreation that also needs to be addressed. There was likely a program conversion error that caused parcels near Five Points Recreation to be identified as public land use.

Advertisements via the newspaper have been done twice, and 55 certified letters were sent out that received a large response.

III. **ADOPT THE AGENDA**

Additions – Impact Fee Waiver

Crystal Lake Water Levels – Commissioner Abbott

Commissioner Bush offered a motion, seconded by Commissioner Kent, and carried to approve the agenda as amended.

IV. **ADOPT PREVIOUS MINUTES**

- Board Meeting for April 21, 2022
- Special Meeting for May 4, 2022
- Workshop for May 10, 2022

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the minutes listed above.

- 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.” Everyone 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 that is on the agenda for consideration, the individual or group may obtain, from the Commission Secretary or Clerk, a public comment form and may 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, that an individual wish 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 be allowed to speak at the sole discretion of the Board Chair.

James Brooks requested the board speak in the microphone.

VI. **CONSENT AGENDA**

- A. Approval to Apply for Resilient Florida Grant
- B. Approval to Implement Plan Review Fee
- C. Approval for Trane Service Agreements in the amounts of \$12,613.00 and \$7,887.00 for the Courthouse
- D. Approval for Public Works to Purchase two 2023 Kenworth T880s for the Purchase Price of \$440,000
- E. Approval to Surplus 2015 Mack 19 CY Dump Truck (#2086) and 2015 Mack CY Dump Truck (#2087)

Summary Minutes

Prepared by: Risha Brantley

Commissioner Bush offered a motion, seconded by Commissioner Kent, and carried to approve the consent agenda.

VII. **AGENDA ITEMS**

1. Request a change to the County Future Land Use Map for a 14.60 acres parcel from Residential Medium 2 to Agriculture/Silviculture for property located at 974 Brickyard Road, Chipley - **Commissioner Bush offered a motion, seconded by Commissioner Kent, and carried to approve the land-use change at 974 Brickyard Road.**

2. Request a revision to an existing development through the Major Development Review Application process for property located at 1447 Main Street, Chipley – **Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the revision request located at 1447 Main Street.**

3. Scrivener’s Errors/Future Land Use Map Corrections - Dawn McDonald, Senior Planner – **Commissioner Kent offered a motion, seconded by Commissioner Joyner, and carried to approve the corrections to the land-use map.**

4. Request for approval for Fixed Asset Policy - Lora Bell, Clerk of Court informed the board the policy will help get a handle on the capital assets. It has been written up in the audit for years. John Hamilton has composed a policy with assistance from the clerk’s office. – **Commissioner Bush offered a motion, seconded by Commissioner Kent, and carried to approve the above-referenced policy.**

5. Recognition of Washington County 4-Hers – This item was addressed at the beginning of the meeting.

6. Community Development Block Grant Application - Karen Shaw, Grants/Special Projects Coordinator requested approval from the board to apply to the Florida Department of Opportunity for the FY 20/21 Small Cities Community Development Block Grant (CDBG). The county is eligible to apply for up to \$750,000.00 in neighborhood revitalization and commercial revitalization and housing rehabilitation categories. There is up to \$1,500,000.00 available to apply for economic development. If authorization is approved to apply for the grant, a public hearing will be held on May 26.

Commissioner Hawkins commented that this grant was in mind when the discussion was held in September regarding Wayside Park.

Commissioner Kent offered a motion, seconded by Commissioner Joyner, and carried to approve the CDBG grant application.

7. FY 2022-2023 EMPA Agreement - Connie Welch, EM Coordinator requested approval of the above-referenced agreement, which is the annual state grant of \$105,806.00. The EMPG federal grant is changing its fiscal year to October 1 – September 30. - **Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to approve the 2022-2023 EMPA agreement.**

8. Proclamation for Grandparent’s Alienation Awareness Day - Alan Bush, Commissioner informed the board that the proclamation remains the same as in previous years. - **Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the proclamation for Grandparent’s Alienation Awareness Day.**

9. Request for approval for Sunny Hills Rate Resolution - Tray Hawkins, Chairman informed the board the resolution was adopted last year, and this is a continuance to it.

Attorney Fuqua informed the board this is preliminary, and the final must be advertised and adopted before October 1. This includes a budget and assessment increase of 5% each. - **Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the MSBU resolution.**

Commissioner Abbott commended the MSBU Committee for the work that is being put forth.

Commissioner Hawkins commented that due to the work being done in Sunny Hills, Deltona has brought their building division back. They have a staffed office in Sunny Hills.

10. Habitat for Humanity Resolution - Tray Hawkins, Chairman commented that the resolution will allow Habitat for Humanity to continue to work in Washington County.

Commissioner Bush offered a motion, seconded by Commissioner Kent, and carried to approve the above-referenced resolution.

Cynthia Williams addressed the board. The program is a community contribution tax credit. It has been done in Washington County for three properties in the past. It is a permanent program in Florida that allows donors to invest directly into affordable housing within their communities and to receive a refund on sales tax paid to the state or a credit on sales tax due to the state. The program requires a minimum of 200 volunteer service

hours from the donor, which has been waived during COVID. The donation is half of the appraised value of the home.

11. Impact Fee Waiver – **Commissioner Joyner offered a motion, seconded by Commissioner Kent, and carried to waive the impact fee another year.**

Note - The resolution will sunset on May 13, 2023.

Deputy Clerk Brantley clarified that the resolution covers residential impact fees.

12. Crystal Lake Water Levels – Commissioner Abbott addressed the board regarding a group that came before them expressing concern about the water levels at Crystal Lake. Citizens have expressed concern regarding the underwater buildings being a hazard. What is the board’s consensus regarding posting signs at the two boat ramps regarding safety when skiing/tubing?

Chairman Hawkins commented that FWC Boaters and Safety planned to flag the structures and put buoy’s out.

Johnny Evans informed the board that signs are already at the boat ramps.

Wendy White, Human Resources informed the board the signs include language to the effect that caution should be used regarding your wake and structures could be under the water.

VIII. **FEMA COORDINATOR** – Kevin Parker addressed the board.

Commissioner Hawkins thanked Kevin Parker for conveying the board’s

sentiments to the public.

- ITB-08 Culvert Installation, Construction of Concrete Headwalls, Construction of Paved Ditches, and Installation of Sod/Seed for Erosion Control – The committee recommended awarding the bid to S.H. Enterprises LLC/Hayes Contracting with the option to allow County Administrator Massey to negotiate.

Commissioner Joyner offered a motion, seconded by Commissioner Abbott, and carried to award the contract for ITB-08 to S.H. Enterprises LLC with County Administrator Massey having the ability to negotiate.

- FEMA Projects Update
 - CW Roberts should begin paving in the county at the beginning of June. They will start on Earl Gilbert/Buddy/Peel Roads. By the time those are complete, Houston Road and Toole Circle should be ready.
 - Board approval is requested to bid out the Worley Road Culvert replacement project. That one is complete except for permitting. The culverts will be replaced with three 10' box culverts.

Commissioner Kent offered a motion, seconded by Commissioner Abbott, and carried to authorize bidding on the Worley Road Culvert Project.

- Williams Road Bridge – Permits have been received and the design is complete. Approval is requested from the board to issue an RFP.

Commissioner Kent offered a motion, seconded by Commissioner Abbott, and carried to authorize approval to issue an RFP for the Williams Road Bridge.

- \$42,000,000.00 has been approved and around \$613,000.00 is being validated.
- The COVID-19 funds of a little over \$1,000,000.00 have been processed and approved. The RFA has been satisfied.
- There is one house in the buyout program remaining to close on. The projected date is May 27/28.

The home on Main Street, Chipley, Florida is being demolished. Once it is complete the parcel will be given to the City of Chipley.

Deputy Clerk Brantley informed Kevan Parker there was concern yesterday about the property on Main Street. The deed hadn't been recorded as of yesterday.

- 74 projects have been approved and 25 haven't at this time.
- Hazard Mitigation – Department of Economic Opportunity's questions have been answered. The plan is to be approved for the 25% cost-share.
- There are 12 projects out for bid that are scheduled to be presented to the board at the June 16 meeting.

Chairman Hawkins called a recess from 9:44 a.m. to 9:59 a.m.

- IX. **MSBU ADVISORY COMMITTEE CHAIRMAN** – Gary Hartman informed the board that the MSBU Board held its annual reorganization and Scott Parish is the new chairman and Andrea Smith-Blackwood is the co-chair. Discussions have been held regarding the proposed budget and the decorative signs on Elkam Boulevard and Shenandoah Boulevard.

The electronic sign isn't being used at its full capability. With the board's permission, MSBU would like to engage with the sheriff regarding community issues that can be displayed on the sign and other tourist development events. The committee is in favor of this.

Hopefully, in the future, a spot off the road will need to be paved due to people pulling off the road to view the sign.

- X. **PUBLIC WORKS SUPERVISOR** - Johnny Evans addressed the board. The 2014 boom mowers have a lot of issues. Beard was contacted for a quote; however, they didn't respond. SunSouth provided a quote for \$178,391.18 for a 6120 tractor and a BB2 boom mower. The brand name is Tiger.

Commissioner Joyner informed the board that Henry County, Alabama purchased a side boom mower with an add-on. The unit is specifically built for that. There are other options besides a boom mower.

Johnny Evans informed the board that he will contact Henry County in the meantime, and Beard may call back.

- XI. **ENGINEERING PROJECTS UPDATE** – Cliff Knauer updated the board. Mr. Roberts will not charge for mobilization but will need to charge for maintenance of traffic. Two days of maintenance of traffic is proposed for Nearing Hills and Usery Road. Four days of maintenance of traffic is proposed for Brickyard Road. The cost for Usery and Nearing Hills using the unit price in the current contract is \$87,520.00. The cost for Brickyard is \$376,000.00. Any days that

aren't used will be subtracted.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to approve the change orders for Usery, Nearing Hills, and Brickyard Roads totaling \$463,520.00.

County Engineer Knauer informed the board that he would compose the change order and provide it to County Administrator Massey.

County Administrator Massey informed the board the contractor may begin next week.

County Engineer Knauer informed the board the mix that is needed is not being produced now by Roberts and Roberts but as soon as they switch over, they will be hauling it.

The remediation system at Mudhill is designed to intercept iron. It is a series of small pumps that pump two gallons per minute. There have been a lot of problems with them. Would the board like to schedule a workshop or add additional time before a meeting to discuss long-term options? DEP is not pleased. The power lines being directly over the pumps have interfered with drillers being able to use their boom to pull the well. They are pulling it up by hand. The amount of iron on a couple of the pumps prevented it from being removed from the casing.

The board agreed to Jeff Brown meeting with County Administrator Massey, Johnny Evans, and Cliff Knauer regarding options for the pumps.

Tallahassee is reviewing the information that has been sent to them regarding the pumps in Chipley. The expected outcome is a letter of concurrence.

All comments have been responded to for South Boulevard. The next step is approval to bid.

Legals and sketches have been put together for Greenhead Road for Water Management District.

An easement is being worked on with Florida Gas Transmission regarding a gas line crossing when you turn on to Greenhead from Highway 77.

Comments received from the Department of Transportation have been responded to for Greenhead Road and Twin Pond applications.

Sunday Road is at 90%.

Chairman Hawkins addressed the board regarding the ramp that was most recently finished. It is suggested to get an 8' x 12' floating dock with a walkway to assist with getting on and off the water.

County Engineer Knauer commented that he would compile pricing for the board to review.

County Administrator Massey addressed the board regarding the projects that have been awarded such as Davidson and Crystal. Work on these projects needs to be started. Not moving forward promptly may be affecting other projects.

Design work has been started on Davidson Road.

A representative from Alday Howell addressed the board. There are 114 days remaining as of yesterday on the contract. The remaining items include thermoplastic, permanent signs, and curve-cut ramp warning mats. The issue with the side road hump has been repaired.

Commissioner Kent asked if the abruptness could be adjusted by a few feet when coming back in on the east side before the thermoplastic is done? There were already problems with it being hit and now the curbing is sharper than it was.

Note – The above discussion is regarding Brickyard Road.

Brent Melvin, Melvin Engineering addressed the board. Progression is ongoing on Buckhorn Boulevard. The issue with relocated utility poles is being worked on.

XII. **COUNTY ADMINISTRATOR** – Jeff Massey

- Comprehensive Plan Discussion Regarding Storage Shed – Reginald Matthews addressed the board regarding the denial of a permit for a stand-alone utility shed on a vacant piece of property that he owns. The shed will be used to store the equipment to maintain the property.

The board suggested that this is an item in the comprehensive plan that needs to be addressed.

Chairman Hawkins commented that the issue has been residents using the sheds to turn them into homes.

Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to approve the permit for Reginald Matthews.

Commissioner Abbott requested this item be included on the agenda in June.

- Introduction of Justin Leach, Fire Services Coordinator – Mr. Leach introduced himself to the board. His job history consists of being a firefighter for almost 17-years and working at EMS for 13-years.
- Security Stand and Wall for Courthouse – Lora C. Bell, Clerk of Court addressed the board. In the main lobby, there is a rope for retaining. For security reasons, it was suggested that the original contractor who did the work build a security wall in place of the rope. The wall will be 4'. Also, the

contractor would encase the security stand, which would tie in with the wood in the courthouse. Judge Peel committed funds from county probation, before COVID to cover the expense. Due to COVID, the project was pushed back. It has recently been brought back up and the question of procurement has surfaced. The thought was that the contractor could be a sole source provider since he did the original woodwork at the courthouse.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to use the original woodwork specialist for the courthouse as a sole source provider to build a retaining wall and a security wall.

County Administrator Massey provided an update on broadband. The fiber is supposed to be put in the box in Wausau at the tower. Everything else is already running on the tower. Confirmation of that should be received this afternoon. Once that is done, that tower will be hot. Mudhill is already hot. The meter has been installed at Daniels Lake and the next step is for Gulf Coast Electric to make it hot. There is a tower on the ground at Hunter Park and Quail Hollow. A tower is also being delivered to Orange Hill. Contracts have been signed with three American Towers, which are crucial in the process. A contract is also insight with Crown Castle off Deltona. The sheriff's tower is also moving, a contract has been signed in Caryville, and Whitehead will be delivered.

Homes will be tested.

The state wants a minimum of 25 down and 3 up. The goal is 100 down and 20 up.

The projected cost is \$75.00 monthly.

XIII. **CLERK**

- April Vouchers Totaling \$3,839,772.58 – This item is for informational purposes.

XIV. **COUNTY ATTORNEY** – County Attorney Fuqua suggested the board review the draft boat ramp ordinance.

Commissioner Hawkins commented that the board would review it and have it ready for next month.

County Administrator Massey commented on information circulating on social media that has caused concern for citizens.

If citizens have questions/comments, they should call the county administrator or one of the commissioners.

XV. **ADJOURN**