

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS

March 29, 2023, 9:00 a.m., Commission Board Room

1331 South Blvd., Chipley, FL 32428

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
Alan T Bush	David Pettis, Jr.	Tray Hawkins Chairman	Wesley Griffin	David Corbin Vice-Chairman

I. PROCLAMATION

- A. Call to Order – Chairman Hawkins
- B. Invocation – Jeff Massey
- C. Pledge

Present – Commissioners Bush, Pettis, Hawkins, Griffin, and Corbin, County Attorney Fuqua, Deputy Clerk Risha Brantley, Clerk of Court, Lora C. Bell, and County Administrator, Jeff Massey.

II. ADOPT THE AGENDA – Commissioner Corbin offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the agenda.

III. 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 about 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 supply 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 wishes to speak on an item and has not signed up in advance, those who have signed up shall be given priority and those who have not signed up may be allowed to speak at the sole discretion of the Board Chair. – Attorney Milton read. – None

IV. AGENDA ITEMS

- 1. Request for Approval for Support/Computer Aided Dispatch and Network Update for Sheriff’s Office – Tray Hawkins, Chairman updated the board. On 3/24 Sheriff Crews, Billy Brock, Clint Erickson, Zac Dunlap, County Administrator Massey, and himself met to discuss the Washington County Sheriff’s system updates.

Zac Dunlap from Inspired Technology updated the board. The discussion included a plan for support and a complete overhaul of the network at the sheriff’s office. This would include adding different cybersecurity tools. Some are related to the FDLE Criminal Justice data system requirements. Security will be input to mitigate events such as the recent one.

A funding measure is coming through the House/Senate related to House Bill 745, which allows for the allocation of 911 funds to support computer aid dispatch, radio, and backup systems as well as cybersecurity and backup systems for any of the ancillary systems that would be supported concerning the 911 system. Anything that touches the 911 system that is used as part of the system will be a justifiable expense.

Summary of Minutes Prepared by Risha Brantley

There is a House Bill and Senate Bill that is similar. One of the bills includes language for reimbursement and the other doesn't.

Clint Erickson, 911 addressed the board. Currently, 911 revenue could only be used for anything incoming to the 911 system. The coverage period includes the time the call is made to the time it gets into the system. The bill would cover the revenue being used for the continuance of the call. There is funding at the state and federal levels for things like this.

Commissioner Hawkins questioned if the budget amendment for \$235,519.67 is done today that may not be completely needed if the bill passes in July.

Clint Erickson informed the board that if it passes, he will apply for a grant that would be used similarly to the current maintenance grant program used for 911.

Zac Dunlap informed the board the first bill has gone through the committee, however, the other one is being held back; they are trying to merge the bills, which will route the bills back through the committee.

Clerk Bell informed the board that it is understood through finance that it will be encumbered with the departments that fall short within the budget year. Similar to a contingency but happening within the year. At the end of the year, there are funds remaining. Those will be pulled during the year as they become available, which would shorten the contingency at the end of the year. There is confidence in the availability of the funds.

The board discussed the cost of the upgrades.

Chairman Hawkins informed the board, if the bill is passed general funds will support the expense from April – June. When it is funded in December, those funds will be reimbursed to the general fund.

Commissioner Griffin questioned if other prices were obtained for the services.

Chairman Hawkins responded that it is the sheriff's contract.

Commissioner Corbin questioned what the upfront cost is.

Chairman Hawkins confirmed the upfront cost for the license and hardware is \$92,719.67.

Zac Dunlap confirmed that this is correct. Services are billed monthly.

Commissioner Bush addressed the board. \$8,500.00 is for support and \$4,400.00 is for licensing fees.

Zac Dunlap addressed the board. Data backup solutions, the advanced anti-virus toolset, and Office 365 licenses. They have an exchange server that manages their email system. They have several more email users.

Commissioner Bush went over the figures. \$84,518.00, annual subscription \$8,201.00, and monthly subscription for \$4,400.00.

Zac Dunlap said the annual subscription is tied to the hardware.

Note this would mean that \$4,400.00 is included in the \$84,518.00.

Commissioner Bush offered a motion, seconded by Commissioner Griffin to approve the budget amendment for the Washington County Sheriff to meet the needs of his computer system.

Commissioner Pettis clarified that the subscription would keep the system current; with updates or anything new.

Zac Dunlap confirmed that this is correct. The only time they would look at doing an update would be on the annual subscription. That was done for three years on the firewalls because that was the longest term that could be done. By three years the devices will need to be updated with a new license or replaced.

Commissioner Pettis questioned the status of the staff's information being compromised.

Sheriff Crews responded that he has issued the information with his best effort. Per those that specialize in these situations, it is best to watch your credit.

The motion carried unanimously.

2. Request to Waive Ag Center Rental Fee for Chipley and Vernon Beta Fundraiser for the National Competition – Tray Hawkins, Chairman requested board approval to waive the ag center rental fee for the Washington County Beta to hold a spaghetti dinner fundraiser to offset the travel costs to Louisville, KY for the annual conference. – Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to waive the fee as presented by Chairman Hawkins.

V. FEMA COORDINATOR

- Request to Bid Worley Road – Kevan Parker updated the board on Worley Road. Since the bid that was received last year, they have been working with FEMA. There was money for mitigation, which was put out for bid. The bid was extremely over budget, which caused FEMA to request the bid be confirmed. They have been given Florida cost comparison showing them what it would be based on cost from last Fall.

Approval is requested to issue another bid to put it back like it was, with the regular culverts, headwalls, etc. As an alternate bid, the box culverts will be done. Three 10-foot box culverts are required. There are three 48-inch pipes there now, which will not hold up for a 5 – 10-year storm event. To go ahead with that one, it will blow out again.

Commissioner Griffin questioned how many times it has blown out. As he understands it, the first time it has blown out since the wood bridge was removed was during Hurricane Sally.

Chairman Hawkins commented that Johnny Evans would be the source of that information.

Commissioner Griffin commented that it has been four years, with no progress, and suggested that it be filled in. The pipes are still in place. There is dirt that is being hauled in from the roads that are being paved, that is not being used. The dirt could be put in there, backfill the way it is and put some rock on it, allowing access for the people. This could be done until there is a decision from FEMA.

Kevan Parker advised a permit is needed because wetlands are being requested to be filled.

A different permit would have to be obtained for what is suggested and once that is done the FEMA project is obsolete.

The requested bid will be for both. One is to put it back like it is and the alternate bid will be to put the box culverts in.

Commissioner Griffin confirmed that the pipes and the headwall are in place. Why can't the county do that and keep the money that will be used to rebid and bid on the box culverts?

Kevan Parker responded FEMA would like to see what it cost to put it back to before the disaster conditions. They are allowing a 100% increase for mitigation. If the county does it, the county cost would be used to backfill it. Then the cost of the force accounts for labor, equipment, and materials.

Commissioner Griffin commented that a dozier, 200/300 loads of dirt, and roller would be needed for the project. Something needs to happen on Worley Road.

Kevan Parker responded that as soon as they received the bid in July, they requested an amendment to increase the obligation amount to the bid amount.

Chairman Hawkins requested Kevan Parker schedule a meeting with Commissioner Griffin and the Department of Emergency Management.

Note – Further in the discussion Chairman Hawkins requested Jane Dellwo schedule this meeting.

Commissioner Corbin agreed that the issue has gone on too long. It would be favorable for FEMA to pay for it, but the desire is to help the citizens.

Kevan Parker spoke of the citizens struggling to access various parts of the property.

The bid was \$800,000.00 +/- with \$400,000.00 being approved for the project.

Commissioner Griffin commented it would be \$47,500.00+/- for the dirt for the project to put it back to before the disaster condition.

Kevan Parker informed the board a new permit will have to be obtained to fix the project as suggested. The permit approval timeline has been 4 – 6 months. If the board approves fixing it before FEMA approval it would no longer be a FEMA project. They could go back and revise the cost and capture some of the cost.

Commissioner Griffin commented that he would like clarity on what is going to take place.

Kevan Parker addressed the board. If FEMA does approve the bid amount, the next step would be to see if Anderson Columbia would honor their bid from eight months ago, which is not likely.

Commissioner Bush questioned if an emergency permit could have been obtained after the storm to put it back in its temporary state and then still go through with FEMA.

Kevan Parker responded to Commissioner Bush's question, DEP will allow a range of time right after the event.

Commissioner Griffin questioned how that period was missed.

The intent was to try to get mitigation on it.

Commissioner Bush informed the board that he has received a call saying that since the bridge was removed there has been an issue.

Commissioner Bush commented that he is not opposed to going ahead with fixing it.

Commissioner Corbin questioned if they would only lose out on the box culvert project, leaving the road to be mitigated.

Kevan Parker commented that this is correct.

Commissioner Griffin offered his help with the project.

Commissioner Corbin commented that his hesitation is with the county repairing it and if there is another storm that blows it out.

Commissioner Griffin commented that would be another FEMA project.

Commissioner Griffin offered a motion, seconded by Commissioner Bush to fix Worley Road by backfill and open it to the public.

Commissioner Corbin questioned the next step.

Kevan Parker responded to get a permit to backfill that. Modifying the permit should be an option.

County Administrator Massey questioned what would occur if FEMA gave their approval during the modification of the permit.

Kevan Parker responded that the decision the board makes today will be sent to FEMA.

Commissioner Griffin confirmed that there is a contractor on staff in the event a headwall needs to be replaced.

Benita Crittendon addressed the board. With experience with her business dealing with grants and federal government agencies, the price for her business's services is conflated so that everyone gets their part along the way, resulting in something being paid more than what is worth.

Over the last few years, there has been so much money on obtaining FEMA money, grant money, and free money that the everyday duties and business of the county have been forgotten about. This situation is a prime example of that. \$50,000.00 and county equipment can be used to fix Worley Road but when the project goes through the FEMA process it would possibly be \$400,000.00 for the same thing. If the county does the work itself, money is saved, and it would remove Wheeler and Wheeler out of the equation. If it is bid out, then Wheeler and Wheeler get their cut from the contract. It is not to Mr. Parker's advantage to suggest the county do the work itself. Four years into this, this should be an easy decision.

Chairman Hawkins clarified the motion on the floor to go ahead with the repair on Worley Road, using county labor, and continuous contractors to bring it back to pre-storm conditions.

Kevan Parker informed the board that Melvin Engineering would apply for the permit.

County Administrator Massey confirmed that nothing can be done until the permit is issued. When it begins, it will take all resources due to the urgency.

Kevan Parker informed the board that he will request the earlier permit be changed.

The motion on the floor carried unanimously.

VI. COUNTY ENGINEER – Jonathan Sims, Dewberry

- Sunday Road/CR 156 Supplement Resolution – The resolution supplied needs to be adjusted to say SCOP instead of SCRAP. The Department of Transportation approved added funding for Sunday Road/CR 156 based on the bid being over \$388,000.00 +/-.

Commissioner Griffin offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the resolution for Sunday Road with the amendment of replacing SCOP with SCRAP.

VII. COUNTY ADMINISTRATOR – Jeff Massey addressed the board.

- E-911 Assistant Position Update – Change the pay classification from 105 to 106.

Commissioner Bush offered a motion, seconded by Commissioner Corbin to approve the pay classification as presented by County Administrator Massey.

Commissioner Corbin questioned the reason for the classification update.

County Administrator Massey responded that the pay plan has been in effect for years. Over the years, when employees receive raises it has caused the pay classification to be out of line. The pay classification is policy.

Commissioner Griffin asked if a new study would be done since that one is 10 years old.

County Administrator Massey responded that is the board's discretion.

Employee evaluations are being researched to merit increases based on job performance. FACT has agreed to train staff on the evaluation process. Something needs to be done to be competitive with the environment around Washington County.

Commissioner Griffin suggested there needs to be a process in place for the employees to earn a higher pay rate. It needs to be addressed.

The motion on the floor carried unanimously.

- Grant Writing and Engineering Services – County Administrator Massey addressed the board regarding RFQs that were issued. One was for CDBG NR-Funds for engineering services and grant writing. Dewberry was the only bid for engineering services for the CDBG-NR. Dewberry is currently listed as the continuing service engineer for the county. There was a bid from Fred Fox Enterprises for grant writing.

Another RFQ was issued for engineering services and grant writing for the industrial park, Project Gantry. David Melvin bid on both.

Board approval is requested to approve engineering services to Dewberry for 2023 – 002, CDBG-Disaster Relief Funds.

Commissioner Bush offered a motion, seconded by Commissioner Griffin to approve engineering services to Dewberry for RFQ 2023 – 002, CDBG-Disaster Relief Funds.

County Administrator Massey informed the board the project is pursuing Brown Street. Not many major repairs have been done in that area and they are aware of issues that need to be addressed.

The motion on the floor carried unanimously.

County Administrator Massey requested to approve Fred Fox Enterprises for grant writing for the CDBG-NR Project 2023 – 002. The project is Brown Street.

Chairman Hawkins commented in the past the City of Vernon has used Fred Fox Enterprises and the services supplied were excellent.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to approve RFQ 2023 – 002 to Fred Fox Enterprises for the grant writing for Brown Street.

County Administrator Massey requested approval for Melvin Engineering for grant writing services and engineering services for the industrial park for Project Gantry. The grant writing RFQ is 2023 – 001 and the engineering is RFQ 2023 – 001.

Commissioner Griffin offered a motion, seconded by Commissioner Bush, and unanimously carried to approve David Melvin for the grant writing and engineering on Project Gantry.

Commissioner Griffin informed the board that he would like to use a part of District 4 Funds of \$23,516.91 to put sod and hydroseed on Locke Lane.

Chairman Hawkins advised this is within County Administrator Massey's spending limit.

VIII. COUNTY ATTORNEY- Attorney Fuqua addressed the board.

- Community Facilities Use – A request was received from the county office about the policy for the use of community facilities. FACT has recommended that language be added to require the lessor/user to obtain event insurance for their use of the facility. The coverage can be bought online. The language has been added to the contract.

Wendy White informed the board that the ag center has a different policy for their rental, therefore, this does not include the ag center. It is the facilities that are managed by the county.

Commissioner Bush commented that it would be the five community centers.

Commissioner Corbin commented that there is insurance on the buildings.

County Attorney Fuqua said that a third party is using the facilities. The playground isn't exclusive use.

County Attorney Fuqua informed the board the insurance is for inside facilities.

Commissioner Hawkins questioned a waiver being signed.

Commissioner Bush responded everyone entering the building would have to sign the waiver.

Commissioner Hawkins requested more time to research this and commented that he would like to reach out to FACT.

County Attorney Fuqua told the board they are insured but this limits the claims going forward.

Wendy White informed the board the rental fee is \$225.00 in addition to a \$200.00 deposit.

Commissioner Hawkins requested this item be added to the workshop agenda.

Commissioner Corbin suggested that if this goes through there needs to be language on the agreement that supplies instructions on how to obtain the insurance.

Wendy White suggested the front desk staff can be trained to help with obtaining the insurance. The cost ranges from \$65.00 - \$130.00 depending on the usage.

Commissioner Griffin commented that a lot of training is needed in every department.

Commissioner Bush commented there are already complaints about the rental fee and now this.

IX. ADJOURN – Commissioner Corbin offered a motion to adjourn.