

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS

July 13, 2023, 9:00 a.m., Commission Board Room

1331 South Blvd., Chipley, FL 32428

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

- A. Call to Order – Chairman Hawkins
- B. Invocation - Pastor Woods, Yes Lord Deliverance Ministries
- C. Pledge

Present – Commissioners Bush, Pettis, Hawkins, Griffin, and Corbin. Also in attendance were Fuqua and Milton, PA, County Attorney, Clerk Bell, and Deputy Clerk Brantley.

II. PUBLIC HEARING - NoneIII. ADOPT THE AGENDA

Agenda Additions

- Emerald Coast MOU for the Resilience Collaborative
- 2023 – 2024 Fiscal Year Millage Discussion – Clerk’s Office
- Move the Non-Agenda Section to the end of the meeting – This will allow for any questions or concerns throughout the meeting to be recognized at that point, allowing for a transitional manner.
- Agenda Item 1. Recognition of the National Beta Club Convention Winners will follow the adoption of the minutes.

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

IV. ADOPT PREVIOUS MINUTES

- June 15, 2023 – Commissioner Griffin offered a motion, seconded by Commissioner Bush, and unanimously carried to approve the minutes for June 15, 2023.

- 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. Prior to 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 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 an individual wishes 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. – This section will be held at the end of the meeting.

VI. AGENDA ITEMS

1. Recognition of National Beta Club Convention Winners - Tray Hawkins, Chairman
 - Nyla Brown 2nd place for On-Site Painting, and 3rd place for Painting.
 - Christian Burger 6th place for Solo/Duo/Trio
 - Kyley Harrison 8th place for Pottery
 - The club received 8th place in Service Learning, 4th in Songfest, 3rd in Two-Dimensional Design, 3rd in Portfolio, and 1st in Apparel Design.
 - Kayson Hawkins, State Beta President was in the top 3 for Jr. Vice-President Candidate.
 - Truman Dellwo, 3rd place for Poetry.
 - Recognition of Sponsors

2. Discussion Regarding Northwest Florida Community Hospital Lease - Michael Kozar, CEO would like the board to consider amending the lease between them from 50 years to 99 years. The original lease was for 40 years and was increased to 50 years in 2010. The lease requires the lessee to take care of the facility. Any improvements that are made become the property NFCH A.

The consensus of the board is for Michael Kozar to prepare a draft and send it to County Attorney Fuqua for review. Commissioner Hawkins said to list this item on the next workshop agenda.

County Attorney Fuqua commented that this possibility is legally permissible.

3. Washington County Behavioral Health Transportation Plan - Lexi Harris, Behavioral Health Network Supervisor told the board the only changes that they foresee are with the designated receiving facility system plan that is sent to DCF. There will be some bed changes with Emerald Coast Adolescent Unit and with CARE. CARE is dropping their bed number from 15 to 13. The bed situation is on the radar.

Chairman Hawkins expressed concern on behalf of the board about a lower bed number. Transportation is a huge factor for Washington County. The board is willing to aid if possible.

Commissioner Corbin offered a motion, seconded by Commissioner Griffin, and unanimously carried to approve the plan.

4. Request for Appointment of Vinita Yon to CareerSource Chipola as Private Sector Member - Jennifer Jones, Chamber of Commerce Executive Board Member nominated Vinita Yon, Human Resources Manager of West Point Home as their nominee to serve on the board of CareerSource Chipola for a 3-year appointment beginning with the date of approval and ending June 30, 2026. West Point Home is a Washington County Chamber of Commerce member in good standing and Vinita Yon meets the requirements of a private sector and nominee to the board.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to appoint Vinita Yon to the CareerSource Board as presented.

5. Request for Approval for Updated Planning Department Fee Schedule - Dawn McDonald, Senior Planner requested approval to update the planning fee schedule to be in line with surrounding counties and to reflect the actual administrative costs. The application fee has been separated from the public notice fees. The update will cause things to be streamlined, making the process easier for customers.

The fee schedule has not been updated since 2016. There are fees now that are included that they do not process. On the fee schedule, only the application fee is seen. If that is compared to the request it may seem like a huge increase, however, the fee schedule does not include those advertising costs, which can be as much as \$350.00. There are standard set fees for newspaper advertising for the signage. The only outlier is the letters because the amount of property owners within 500 feet varies. The letters are sent certified, which is around \$8.25.

In the future, a change in the vicinity of the notice will be brought before the board because the planning commission would like to increase the notice area from 500 feet to 1,500 feet.

Chairman Hawkins confirmed the update is to cover costs.

Commissioner Bush expressed concern about the letter notification varying based on location. It is easy to combine them but a blanket cost to notify would not produce equal costs for applicants.

Chairman Hawkins suggested splitting the fee out.

Dawn McDonald informed the board to ensure the applicant was on an agenda they have accepted the application fee to move them forward and request the reimbursement fee later, which increases staff time. One fee would help with staff resources.

May was used to compute the proposed figure because it was the most complete month. All cases were looked at and the cost was spread out, which included copies, computer costs, and staff time. Some cases will be more controversial than others. The follow-up must be included. Time is included for keeping the applicant abreast of what is going on and mail-out time was also included. The cost was spread over the 55 cases for the month. The proposed fee would cover the upcoming distance increase for notification.

If approved today, the plan would be implemented in October.

Chairman Hawkins supplied the scenario of the board approving the update today allowing the planning department to review the plan until January, and if there is a big discrepancy it can be addressed then.

Dawn McDonald responded that she could update the schedule by separating the cost and bringing it back before the board. A notation would need to be made to make things clear in the preschedule.

Commissioner Pettis suggested that he would like to see an application fee and figure out the Summary of Minutes Prepared by Risha Brantley

other cost, such as mailing and issuing a separate invoice. This would clean things up.

Commissioner Pettis offered a motion, seconded by Commissioner Bush, to accept the fee schedule with the added changes to the mailing by removing the mailing cost from the fee schedule and issuing a separate invoice to charge actual costs.

Commissioner Bush asked if that is done would the application fee be suitable to cover that? The update includes staff's work being covered. If it is removed, is there enough buffer in there to go from 4 to 40? A package for the applicant would have to be put together for billing, which increases staff time. Is there enough in an application fee to cover staffing needs to prepare the invoice and to do it the way the board is speaking of?

Chairman Hawkins confirmed that postage was in the application fee, which is now being moved out.

Dawn McDonald responded it would have to be broken out.

Commissioner Bush said it is simpler to do it the way that it was presented. In the standard application fee, is there enough to recoup the employee cost of putting the package together to recoup the notification costs?

Dawn McDonald said the proposed application fees should cover the cost of supplies and staff time. The fees need to be increased.

Commissioner Pettis confirmed that the new fee schedule will cover that.

The motion on the floor carried unanimously.

6. Request for Approval for Corrections to March 29, 2023, Special Board Meeting Minutes to Meet Grant Requirements - Samantha Arroyo, Grants/Procurement Specialist recommended the board approve a correction to the minutes for March 29, 2023, due to miscommunicated information. There appears to be a mix-up in the numbers in the proposals given by the engineers. The modifications are necessary to ensure the recording of the procurement processes. Accuracy is extremely crucial when obtaining goods and services.

Project Gantry needs to reflect 2023-001. Brown Street, which is Fred Fox needs to represent 2023-002 and Dewberry also submitted for Brown Street.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to make the following correction to the minutes dated March 29, 2023 - Melvin Engineering submitted on RFQ 2023-001.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to reflect Fred Fox and Dewberry as submitting for Brown Street connected to RFQ 2023-002.

7. Request for Approval for Public Service Policy Update/Books by Mail Program - Renae Summary of Minutes Prepared by Risha Brantley

Rountree, Library Director informed the board the library is looking to add another service, which would allow patrons to make requests online. Grant funds will support the service for three years. Patrons are expected to return the books to the library. There are four drop boxes throughout the county.

Commissioner Griffin offered a motion, seconded by Commissioner Corbin, and unanimously carried to approve the updated public service policy as presented by Renae Rountree.

Chairman Hawkins asked Renae Rountree, Library Director if Washington County had been affected by funding cuts.

Renae Rountree, Library Director responded, no. The library received \$12,000.00 from the Early Learning Coalition to boost early literacy resources and \$20,000.00 from the American Library Association to make the library more accessible for individuals with disabilities.

8. Hometown Heroes Parcels Request - Jane Dellwo, Administrative Secretary addressed the board on behalf of County Administrator Massey. Approval is requested for the donation of five county parcels to the Hometown Heroes Project. The project is part of the Affordable Retainable Housing Initiative. The donation of the parcels would not be factored into the cost of the project. They would like to be able to supply land, home, and affordable housing to those that may not be able to do so otherwise. The program is available to anyone in the community. It helps the county aid the community and it will get the parcels back on the tax roll.

Commissioner Griffin offered a motion, seconded by Commissioner Corbin to donate five parcels with the last digits provided by Jane as follows: 17-1189-0003, 08-0841-0017, 02-0222-0013, 07-0457-0034, and 19-0281-0015.

Priscilla Brown requested clarification of the process.

Chairman Hawkins responded the process will go through the Hometown Heroes Initiative, which is a project by Governor DeSantis.

Jane Dellwo included that the project is nationwide, and more information will be available as the project continues. The applications are open for any Washington County resident.

Chairman Hawkins asked that their link be put on the county's website.

The motion on the floor carried unanimously.

9. Discussion Regarding Highway 79 Clerk Role - Tray Hawkins, Chairman informed the board that it is very expensive for the current contract to continue. If it is the board's pleasure, County Administrator Massey will work with staff and task someone with the role. The change would be effective October 1. The responsibility of the clerk's position would be advertising the meetings, preparing, and sending agenda based on items given, and clerking the meetings. This role would be until the Highway 79 Corridor becomes self-funded through tax rolls and tax collection.

The Highway 79 Corridor meeting yesterday lasted 21 minutes and cost Washington and Holmes County \$3,500.00. The meetings are held in Washington County.

Commissioner Corbin offered a motion, seconded by Commissioner Bush that Washington County will take over the clerk role for the Highway 79 Corridor as tasked by County Administrator Massey.

Benita Crittendon asked if the proposal is to replace the clerk for the Highway 79 Corridor.

Chairman Hawkins responded. Currently, GSG was their government partner providing all government aid, with some of the responsibilities being project management through the construction, and clerk services. An RFP was issued for accounting, which Carr Riggs and Ingram responded to. An RFP was issued for the water services to supply the billing and the water administration, which US Water will be doing. The only three remaining responsibilities are clerk services, minutes, and custodial records of minutes.

The City of Bonifay did respond; however, the rates are high.

Washington and Holmes County are the only two entities that fund the Highway 79 Corridor financially.

Benita Crittendon asked if the City of Bonifay was supplying the attorney services. What is the attorney's name?

Chairman Hawkins responded no. The attorney's service is still through Nabors and Giblin. Evan Rosenthal is the active attorney handling the meetings. Heather Encinosa was instrumental at the beginning of the project.

Benita Crittendon asked if the Jordan lady in Bonifay was associated with the Highway 79 Corridor.

Chairman Hawkins responded, no. She is the City of Bonifay's attorney, just as Clay Milton is Washington County's.

Benita Crittendon asked if she plays a role in the Highway 79 Corridor or the clerk issue.

Chairman Hawkins responded, no.

The motion on the floor carried unanimously.

10. PRIA/Benecon Insurance Rate Approval for 2022-2023 – Tray Hawkins, Chairman informed the board the increase for this year is 12.9%. Ways to cut the increase were looked at. Washington County Board is a self-funded company, which allows for any premium overpayment to be returned to the county. The fund balance for money that has been put back from the self-investment is \$721,981.08.

Aaron Dudley, Human Resources addressed the board. The model highlighted in yellow is based
Summary of Minutes Prepared by Risha Brantley

on the current contribution model of how the different plans are split between the employer and employee.

Chairman Hawkins said using Telemedicine when possible, helps keep the rates lower.

Aaron Dudley, Human Resource addressed the board. The 80/20 choice would mean an employee increase of \$292,000.00 +/- and a total of \$39,000.00 that would go to the employees. She went on to explain the document that had been provided to the board.

Chairman Hawkins told the board the increase last year was 8%. The first year of COVID was good because non-catastrophic procedures were not being done. Now those procedures are being done.

In prior years the board has absorbed the entire cost. The fund balance is in a good place. It must remain at 10% over whatever the premium is. When you are self-insured, you are only obligated 10% over the premium rate.

Aaron Dudley, Human Resource informed the board there was no increase for the employee last year, and the year before a small increase was passed on.

If nothing was passed on the board would absorb \$332,000.00 and if a part was passed on \$292,000.00 would be taken from the fund.

Commissioner Bush offered a motion, seconded by Commissioner Corbin to accept the 80/20 insurance renewal choice.

Aaron Dudley informed the board that it is not technically 80/20. It is based on the contribution model. Percentages are split around that amount, but it is not exact.

Commissioner Bush amended his motion, seconded by Commissioner Corbin to approve the fee schedule highlighted in yellow as proposed by Aaron.

Aaron Dudley clarified the fee schedule as a contribution model/distribution of contributions.

Commissioner Griffin commented that if they continue putting more on the employee, they will have to look at increasing; they will have to be compensated in some way. The cost of living is going up.

The motion on the floor carried unanimously.

The board recessed for a shade meeting from 10:00 a.m. – 10:31 a.m.

11. Emerald Coast Resilience Collaboration MOU – Chairman Hawkins addressed the board. The MOU has been signed throughout the state. The MOU says that the Washington County Board of County Commissioners will use the Emerald Coast Resilience to help navigate the Resilience Florida Funds through flooding. Emerald Coast partners with the county with SHIP and LHAP. This is an added form of security.

Chairman Hawkins confirmed with County Attorney Fuqua that their office had reviewed the MOU and did not find any issues.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to enter the MOU with Emerald Coast Regional Planning Council.

12. 2023 – 2023 Tentative Fiscal Year Millage – Risha Brantley, Deputy asked the board to consider leaving the millage rate at 8.500. Based on the American Rescue Act the millage cannot be lowered for three years. This would be the second year. It is due to the property appraiser by the end of the month, and there is no other meeting scheduled.

Commissioner Corbin offered a motion, seconded by Commissioner Bush, and unanimously carried to leave the tentative millage rate at 8.500.

Deputy Clerk Brantley supplied a tentative budget hearing date of September 19.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to approve the tentative budget hearing for September 19, however, if something changes Deputy Clerk Brantley will make the advertisement change with Mrs. White.

Note: The tentative budget hearing will be held on September 18 at 5:05.

Commissioner Bush suggested that it would be nice to have a spreadsheet that names all the unfunded mandates that have been given this legislative session.

Commissioner Hawkins responded that he would reach out to Chris Doolin, Small County Coalition, and have them sent to the commissioners.

- VII. BROADBAND UPDATE – Keith Pegues updated the board. Ebro is almost finished, which will finish phase 1. Two construction crews will now be updating towers, which means that Dupree and Contini will be able to be done. That takes care of phase 2. That leaves Robinson and water towers around Chipley, which will take care of phase 3. The project is on schedule. This part should be finished by the end of the year. Once this is complete, those that are unable to access a signal will be addressed.

Chairman Hawkins said that better communication on the customer service side has been brought to his attention.

- VIII. FEMA COORDINATOR – Kevan Parker addressed the board.

- ITB 2023-10 FEMA Road Zone 4.3: Jewel Road, Kent Mill Pond Road, Porter Road – One bid was received for ITB 2023-10. The committee elected not to open the bid and readvertise.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to reject the single bid for ITB 2023-10 because a singular bid does not meet FEMA's obligation.

Commissioner Corbin offered a motion, seconded by Commissioner Pettis, and unanimously carried to readvertise ITB 2023-10 for Road Zone 4.3.

- ITB 2023-11 Countywide Pavement Maintenance and Rehabilitation Continuing Services – Kevan Parker informed the board that no bids were received on ITB 2023-11. The committee's recommendation is to rebid the project.

Commissioner Griffin suggested that the project should not be readvertised. They need to start preparing themselves to buy equipment and began patching and doing within the county. The way it was understood from County Administrator Massey the plan is to surplus the CAT mixer. Maybe buy some paving equipment.

The suggestion to the board is that the county purchase equipment to start a county maintenance program.

Commissioner Corbin asked if they had someone to do it, however, in the process they buy equipment to do the work in-house, does that tie the county to using them?

Kevan Parker responded no.

Commissioner Griffin suggested that an in-house contractor would help them by having efficient response time and they would be familiar with the county.

Johnny Evans needs to compile a maintenance plan.

Commissioner Bush said that he would like to know what the staffing needs would be to create a paving crew.

Johnny Evans, Public Works Supervisor said they do not have the staff. What would be needed for a paving crew? 5-man crew.

Commissioner Griffin responded no more than a 5-man crew for a patching crew. Two rollers.

Johnny Evans informed the board that he has equipment that is not being used now.

Wendy White, Human Resources confirmed that they do have three applicants but only one FTE is open.

Johnny Evans said board approval would be needed to add more funds to the budget for staff.

Chairman Hawkins addressed the board. This was not necessarily for FEMA roads or any ones. It was to have an active contract, which would allow for a quicker response in emergencies.

Commissioner Bush told the board that he is not sure how an in-house paving crew can be set up before the next budget year. It would incur a new crew of 5 – 7 people. The current budget

would have to be amended or next year's budget would need to include the added positions, paving machine, and a tack truck.

Johnny Evans agreed with that. At the time of discussion with Walton County, they had a paving and bridge division, however, they do not have a tack truck due to the maintenance and danger. When they were ready to pave a road, they called one of the asphalt companies. Since the first discussion, they have bought one.

A couple of public works employees that have previously done that for a living, said you must be mindful with a tack truck or trailer.

Chairman Hawkins said if not the everyday operations would be minus four people.

Commissioner Bush, speaking from experience said the maintenance and keeping the nozzles up on tack trucks are expensive. At an earlier employment, they ended up using a tack trailer. A timeline for getting a crew with equipment together would be late October or the beginning of November if everything was readily available.

It should be put out for bid one more time. It would be nice to have an in-house crew as the county transitions from dirt roads to paved roads.

Johnny Evans told the board that discussions had been held to use funds from the surplus of the mixer to buy a hot patch truck.

George Swauger does not have sufficient resources now. He normally gets two inmates per crew, and they are trying to keep the main roads cut. It may be beneficial to purchase a couple of mower maxes because they can boom out front and go down the roads that have been paved and keep the grass mowed.

Commissioner Hawkins told Johnny Evans that he forwarded him an email, which needs to be sent to each commissioner to make sure they are accepting of him signing a letter to send to the Department of Corrections to see that they understand the need to have more inmates. The lack of inmates is a statewide issue. The issue has hit the leadership role.

Chairman Hawkins suggested issuing the ITB one more time and at the same time, Mr. Massey and Mr. Evans can work to prepare a public works budget to include a paving crew in the future.

Commissioner Bush included, along with the other items.

Commissioner Corbin offered a motion, seconded by Commissioner Bush to put the paving maintenance and rehabilitation continuing service contract out for re-advertisement.

Commissioner Pettis commented that he is okay with re-advertising but does want to move forward; at any point, the board can make the decision not to use the contract.

Chairman Hawkins said that was Mr. Evans' call.

Benita Crittendon addressed the board. She does not see a problem with getting a maintenance contract while working on putting together a maintenance crew in-house. Is the maintenance contract considered emergency management?

Commissioner Bush said no.

Benita Crittendon asked why Kevan Parker and Wheeler and Wheeler are administrating this. Is the county paying his administration fees to get the contract together?

Kevan Parker responded no.

The motion on the floor carried 4 to 1, with Commissioner Griffin opposed.

- RFP 2023-0 EOC Food and Catering Services During Emergencies – Kevan Parker addressed the board. The RFP was issued on June 6 and bids were received on June 22. Staff called 26 restaurants listed on the chamber list to let them know that it was being put out for bid. Two bids were received which are BJ's Grill and Cotton Commercial, which is a disaster food service contractor. It is hard to select the low bidder. Cotton Commercial is the low bidder on numbers versus BJ's. Cotton Commercial has a mobilization and demobilization cost. They supplied a set price for meals, and they have a minimum of 100 meals per day. Their price for that week would be \$73,000.00. BJ's Grill with the same comparison price would be \$88,000.00. BJ's Grill did not have a minimum number of days.

Dickey's, current contract for the same period would be \$33,025.00.

Cotton Commercial needs 73 hours' notice. At that point, a declaration has not been decided. It would be hard to activate a contract that has the stipulations that Cotton Commercial has.

Chairman Hawkins confirmed that no matter if a storm hits if the contract with Cotton Commercial USA had been activated, they would be due \$73,000.00.

Kevan Parker suggested the services be rebid with specific stipulations, such as listing a range of numbers.

Chairman Hawkins said a breakdown for meals could be 1 – 25, 26 – 50, 51 – 75, and 76 – 100. This would give them more of a breakdown.

Kevan Parker told the board Hurricane Sally made landfall on 9/16, however, the full declaration for Washington County was not until 10/14.

Commissioner Bush commented that in every category the price is double what was being paid.

Commissioner Griffin commented the price of food has increased.

Commissioner Corbin commented they could have extended the current contract.

Kevan Parker said Dickey's did ask for an increase for the extension, but was told no, if the prices had to be increased it would have to be bid again. The company committed to keeping its prices the same. The contract is active until July 30.

Commissioner Bush commented that there is a dilemma when deciding to active large catering businesses because you do not know if there will be a reimbursement until a declaration is made.

Chairman Hawkins confirmed with Lynne Abel, Emergency Management that during Hurricane Michael space did not allow for added vendors to set up.

Commissioner Bush suggested in the future portions may be able to be set up at the equestrian center.

Commissioner Pettis informed the board that his reason for redoing the contract was to get more local businesses involved. He said that he would like to select BJ's Grill. In their qualifications package, they worked for Washington County Sheriff's Office supplying meals for COVID, and The City of Chipley through Hurricane Michael. They are well-qualified and a part of the community. If they are not selected there may be no local bidders.

Chairman Hawkins asked if FEMA would reimburse them.

Commissioner Griffin questioned what BJ's and the Jacket's Nest were paid during COVID.

Benita Crittendon responded as she remembers for the 2-year fiscal period it was close to \$80,000.00 - \$90,000.00 for each vendor.

Commissioner Bush addressed the board. It is different because there are two different types of bids. Going strictly with food costs, removing the mobilization and demobilization.

Kevan Parker told the board the issue with BJ's Grill is if there is a Hurricane such as Michael and they served 100 meals per day for 2 weeks, they are no longer the low bidder.

Chairman Hawkins suggested a mobilization fee should not be separated, but included in the costs from 1 – 25, 26 – 50, 51 – 100, 75 – 100, and 100 and above per meal. This would make it cleaner. All that is needed is a cost per meal. Tables, tents, and utensils do not need to be separated.

Commissioner Bush agreed with that, including that serving and serving style setup should be included in some way.

Deputy Clerk Brantley said the Jacket's Nest was \$10.75 for dinner (they did not serve breakfast) and BJ'S was \$7.00 for breakfast and \$9.00 for lunch.

Commissioner Pettis addressed the board. \$73,00.00 for Cotton Commercial was for mobilization, minimum meals for that week, and three meals per day at seven days for 100

people. That would still be a lot, right?

Commissioner Hawkins responded that he understands, but FEMA will not likely allow a probable scenario.

Commissioner Corbin suggested that it be bid again with brackets for 1 – 25, 26 – 50/without the mobilization. This would be cleaner.

Commissioner Corbin offered a motion, seconded by Commissioner Hawkins to readvertise RFP 2023-01.

James Brooks suggested MREs be used. There is also a group called Operation Barbeque which is a non-profit group that may be considered.

Benita Crittendon asked if there is a difference in the descriptions for what is expected.

Kevan Parker responded it is a difference because that was for the sheriff's department/jail, which is a different menu. If the county could get something comparable to what BJ's Grill did before it would be more economical.

Kevan Parker told the board there are guidelines, but it is more leaned toward the forestry side. Certain nutrition is needed. The scope was narrowed down to what is typically seen in a FEMA contract, which is different. Typically, they would get breakfast at the facility, take a sack lunch with them, and come back to the facility for dinner.

The motion on the floor carried 3 to 2 with Commissioners Griffin and Pettis being opposed.

- FEMA Projects Update – Kevan updated the board.
- COVID Buyout – The process is at DEM and FEMA for review as of yesterday. There is 20+/- houses in the COVID Buyout Program and the remainder of the houses are under Resiliency Florida. The state is still reviewing some of the Resiliency Florida, which has not been approved. Buyout and ditch cleaning is under the Resiliency Florida.
- Generator Project – DEO has approved the project, however, rebidding the process is requested based on the age of the bid.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to rebid the generator project.

- Worley Road - FEMA has the plans and bids, which they are going through. Last Friday an RFI question was received about the road width, length, and side drains that go into the driveways, which have been answered.

Chairman Hawkins said that he is planning to meet with Bill Dozier. They have the same issue with Scott Road in Bay County as Worley Road in Washington County. The discussion will be about the two counties working together to let them know how important it is to get the projects pushed through.

- EMS Building on Highway 77 – The final approval is almost complete for the replacement of their trailer. A letter will be requested from Randy Truette to certify that they were using that facility.

Chairman Hawkins included that they need a letter certifying occupancy of the Greenhead trailer so the money can be moved to the Wausau facility.

Commissioner Griffin informed them that DOT has sent a letter questioning the status.

- EMS Building in Chipley – Hardening Project through HMGP to replace the roof with a stand seem roof and replace the windows and doors with impact-resistant ones.

Commissioner Griffin offered a motion, seconded by Commissioner Corbin, and unanimously carried to issue a bid for the project for the EMS building in Chipley as presented by Kevan Parker.

- Hurricane Sally – Approval is requested to issue a bid for road zone 3.3 in the southwest part of the county. The bid is to get the cost for materials and labor to bring them back to predisaster condition. The cost will be used to spread against the other Hurricane Sally projects.

FEMA would like to pay 5.00 per yard. They have agreed for one to be put out for bid and that cost can be used across the Hurricane Sally projects. There are 10 roads in the group.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to approve the bid being issued as requested above by Kevan Parker.

- Funding – \$74,667,593.95, of the \$72,388,000.00 has been approved, and there is \$2,200,000.00 in validation.

Washington County has submitted 607 RFRs that included 1,222 expenses. At this point, the loan has not been touched. 3,500,000.00 in advances is at the state comptroller's office in step 7. There is another \$1,500,000.00 following that.

About 45 roads/60.75 miles have been completed and paved.

IX.MSBU ADVISORY CHAIR – Steve Healis, MSBU Coordinator updated the board. The current road project is still to be completed due to rain delays for Roberts and Roberts. There is still about a day of work to complete the project.

The next MSBU meeting is July 25 at 6:00 p.m. at the Community Center.

The construction going on in the area has caused the crumbling of a section of road in Sunny Hills.

Chairman Hawkins recommended that Steve Healis meet with County Administrator Massey and the county attorney. There is a heavy hauler ordinance in place for occurrences such as that.

Steve Healis informed the board that there is a vacant position on the MSBU board for which he has advertised and received no responses.

Commissioner Bush said that Gary Harman has agreed to serve.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to appoint Gary Hartman on the MSBU board as the representative for District 1.

Chairman Hawkins informed the board that Dewberry is not in attendance because they are working on the Douglas Ferry Road project.

X.PUBLIC WORKS SUPERVISOR – Johnny Evans

- Surplus of CAT RM300 Mixer – The mixer has 384 hours on it and was bought in 2019.

Commissioner Bush offered a motion, seconded by Commissioner Pettis, and unanimously carried to surplus the CAT RM300 Mixer as presented by Johnny Evans.

XI.PARKS UPDATE – George Swauger supplied an update. They helped with the preparation and other items for the Watermelon Festival and the Fundraiser and Fireworks show hosted by Orange Hill Volunteer Fire Department.

Upcoming Events to stay on top of – Bass Tournaments at some of the landings and the Possum Festival.

Upcoming Projects – Including the upcoming events, they intend to stay on top of maintaining the side of the roads.

- Park signs – Update the park signs with QR codes. The code will be linked to the Parks and Recreation webpage.
- Groundwork – Grading and sod. Dilapidated decking and wood were removed. The plan is to add dirt and sod to make a nice transition to the water.
- Pavilions – Trying to balance the upgrades with regular maintenance.

Commissioner Bush suggested to George that he use the Manual and Uniform Traffic and Control Device when updating the signs. There is a standard color sign for specific items.

George Swauger continued the update.

- Some of the material used in the restrooms is not suitable for outdoor restrooms. The material needs to be replaced with blocks or another durable water-resistant material.

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- Depth of Lakes – George mentioned updating this information at landings.

Chairman Hawkins suggested that George refer to Water Management.

Chairman Hawkins called a recess from 11:38 a.m. – 11:56 a.m.

XII. ENGINEERING PROJECTS UPDATE – Donald Stanley, HMB Engineering addressed the board.

- Change Order 6 for ITB 2022-06 – American Sand – The project is complete. The change order is a deduction of \$452,946.00, which will make the final contract amount \$1,596,488.50.

Commissioner Corbin offered a motion, seconded by Commissioner Griffin, and unanimously carried to accept change order 6 for ITB 2022-6.

- Change Order 3 for ITB 2022-12 – Anderson Columbia – The project is complete. The change order is a deduction of \$770,469.19, which will make the final contract amount \$2,424,020.31.

Commissioner Bush offered a motion, seconded by Commissioner Corbin, and unanimously carried to accept change order 3 for ITB 2022-12.

XIII. COUNTY ADMINISTRATOR – Not present

XIV. CLERK – Clerk Bell

- June Vouchers – 7,591,551.01 (Informational purposes)

XV. COUNTY ATTORNEY – Attorney Fuqua addressed the board about the way the meetings are conducted based on contact from staff and some county commissioners asking for a review and update of the public participation policy.

- Public Participation Policy – The Florida statute only requires local government to take public comment on items that are up for decision by the board. There is no requirement to talk about miscellaneous items. Most small local governments do not have that narrow of a restriction and want to hear from their constituents.

The first thing that was drafted was a provision to have public participation/public comment on most anything. A provision was created whereby if you want to discuss open items, the process is to sign up two days prior. To discuss items that are on the agenda sign up before the meeting starts and list the item on the agenda to discuss. This will keep the meeting flowing.

The firm and the county administrator are hired by the board. Everyone else is hired by the county administrator and goes through human resources. Discussions about an employee, other than the county administrator and county attorney should be brought to the county administrator or the human resource department. If a citizen

goes to the county administrator and the concern is not addressed, they should come before the board. That should be contained in the county administrators' performance.

Three minutes have also been included, which has been done here before. The board does not have to respond.

Commissioner Griffin asked what the process is if something is added to the agenda.

Attorney Fuqua responded if something is added to the agenda, they can sign up at that time.

Two days before is tied to an item that is not on the agenda.

Commissioner Griffin offered a motion to leave it like it is.

The motion died for lack of a second.

Commissioner Corbin asked what would have been different about the audience participation to this point.

County Attorney Fuqua supplied an example; when Mr. Brooks spoke today on MREs, he would have needed to sign up before the meeting identifying which item he would like to speak on.

Chairman Hawkins commented that part he has questions about. The open dialogue is favorable. The board's discussion may trigger a thought, starting a comment before the board. When the discussion is open, it is open to the public as well.

County Attorney Fuqua asked if he is saying that he would like for them to be encouraged to sign up before the meeting and they will be given priority, which is how it was done before.

Chairman Hawkins confirmed that is correct but not on the subject that is being discussed. Not miscellaneous items.

Commissioner Griffin said that it needs to be a board's decision, not just one person who dictates who can talk.

Commissioner Hawkins commented the chairman recognizes.

County Attorney Fuqua said the way that it is written now still allows that.

Commissioner Hawkins said if it allows them to have a discussion with the board with a motion that has a proper second.

County Attorney Fuqua addressed the board. What it says is if an individual wishes to speak on an item that has not been signed up for in advance, those that have signed up in advance shall be given priority. Those that have not signed up may not

Speak unless approved by the chair.

It is optional to change that to the consensus of the board or remove it.

Chairman Hawkins said to remove the last strikeout. Nobody can stop them from speaking on a proper motion and seconded item.

County Attorney Fuqua said a period can be put after priority.

Commissioner Corbin asked who decides which items that are submitted 48 hours prior can be spoken on.

County Attorney Fuqua said it would be the board. A staff member cannot make that determination.

Chairman Hawkins said it would be as the current agenda approval process.

County Attorney Fuqua told the board that consistency is key.

Commissioner Pettis suggested that if the board would like to hear someone past the three-minute time limit that should be added as an agenda item on the next agenda.

County Attorney Fuqua agreed that is a good way to address it.

Commissioner Bush said that you always want to allow the public to speak but you do not want to allow them to derail a meeting and make it chaos, which occurs periodically.

County Attorney Fuqua informed the board the meeting is a meeting of the Washington County Board of County Commissioners to conduct the business of Washington County.

Commissioner Pettis supplied his thoughts. The 2-day notice can go either way. The employee issues be directed through the Human Resources Department first and if not handled there, then they can talk with County Administrator Massey about it, which is a good inclusion. Adhering to the 3 minutes would end some items. If the board would like more time, then it could be added to an agenda item to discuss.

County Attorney Fuqua informed the board the 3 minutes apply to the open section of the meeting and when the board is discussing agenda items that are up for a vote.

Commissioner Corbin confirmed the middle paragraph is the same.

County Attorney Fuqua responded that a period needs to be put after priority, which is the last line on the left side. Those that have not signed up unless approved by the chair will be removed.

Commissioner Pettis addressed the board. After a discussion with County Attorney Fuqua if the board adheres to the 3-minute limit a lot of the issues will be taken care

of.

Commissioner Griffin said to strike the two days in advance and leave the 3-minutes with the rest remaining as it is.

Commissioner Pettis said that he likes the part that they struck out that the attorney recommended. It would also be okay with that strike-through and leaving it as it is.

Commissioner Bush said the human resource procedure should remain.

Commissioner Pettis commented that staff is not an employee of the public as the commissioners are. Being elected is part of it. Policy updates are handled by the board.

County Attorney Fuqua confirmed that the consensus of the board is to remove from the policy the following:

1. Remove 2 days in advance.
2. Leave the second paragraph except for the last sentence regarding if you have not signed up you still can.
3. Leave the employee discussion part the way that it is written.

If that is the board's consensus, do not vote today and the updates will be done, and this item will be addressed at the beginning of the next meeting.

Commissioner Bush questioned personal attacks being in there before.

County Attorney Fuqua responded that public attacks are too much to interpret. That is why the human resource process was included.

Commissioner Bush said that he thought that it was included as a rule no matter if it was staff, elected personnel, or citizens. Once attacks start, the chairman should stop them.

County Attorney Milton said that it is the board's meeting, and they can keep the décor. From that standpoint, nothing has changed.

Commissioner Bush said that chaos tends to lead to more chaos, causing decisions to be made with frustrated minds.

Chairman Hawkins asked if it was the consensus of the board for County Attorney Fuqua to make the adjustments that are listed above as items 1 and 2.

County Attorney Fuqua confirmed that he would bring standalone options to the board for their choice.

PUBLIC PARTICIPATION

Summary of Minutes Prepared by Risha Brantley

1. Benita Crittendon addressed the board, saying that she was recently attacked by Commissioner Bush by assessing a personal vendetta against the chairman. It was also done to another commissioner. The opinions and questions she have brought before the board always revolve around county business.

Chairman Hawkins said that he will never stop her or let the board stop her. She is open to saying whatever she wants.

Benita Crittendon continued, how far does that discretion go against the citizens for what is described as a personal attack or not?

Commissioner Bush responded that he could see that.

Benita Crittendon addressed the board. Around April 2021 the 48 hours prior issue was brought up. The statement popped up on the non-agenda audience public participation that is on the agenda. The statement had not been there before, which said the Washington County Board of County Commissioners has expanded this provision to allow members of the community to speak on a topic, which is not currently before the board on the agenda. To do so, the community member should...

That gives the impression that the board had just recently allowed added speech beyond what the state statute allowed. That is not the case. Historically anybody who has walked in and signed in to speak for at least the last 15 years, has been able to during the non-agenda audience section. It is not new. The way things are worded at times, is a bit of theater.

There was another change made in August 2021. In July 2021, this 48-hour notice was used against a citizen and contractor at the time to silence him and his concerns about alleged abuses in the county. Now he has been elected. That adjustment in that public speaking policy was used back then to censor someone. It is a censorship technique.

A citizen must know what the board is talking about and planning to do before they know whether to speak or not. She suggested there is theater to present to achieve a certain agenda. The citizens must be keen on understanding and interpreting that. After reviewing the information, there are a lot of inconsistencies. Not insulting County Attorney Fuqua, but it is questionable whether it is inconsistency, a mistake, or on purpose. Some of the inconsistencies may be words such as shall and should and must and may.

The commissioners need to review and not assume that the presentation that has been given for that subject is what is written. There are discrepancies during that period in the meeting minutes and what was proposed.

The 48-hour requirement was implemented under a different board. Around August there was discussion and confusion. Four commissioners were contacted at that time and asked if someone walked into the meeting and signed in to speak but they did not call 48 hours before the meeting, would they be able to speak? Mr. Bush, Abbott, and Kent said that is not what they voted on; however, it was what they had voted on and they were advised to read it.

Commissioner Hawkins's response to the question was no they would not be allowed to speak.

When the public is trained on the way they want it done, things will go much smoother.

She informed the board that was the day that her regard for him as chairman of the board began to decline. There is no personal vendetta.

From April 2021 – September 2021, the wording at the discretion of the chairman showed up. It was not on the proposal or the minutes. During that time terms like that and approved by the chair, or sole discretion of the chairperson showed up. That was not on any other documentation. The term is on the agenda today in the non-agenda section. That is an issue.

The reason for this is due to a concern/complaint that a citizen brought before the board that some felt was inappropriate because it was about an employee, which was never named/position or department never revealed. The chairman knew what the subject matter was before it happened. The day before the chairman called a gentleman in Ebro, asking why this lady is asking for all these public records. What is their issue? You are friends with her mom, can you call her mom to see what is going on? The gentleman did call Ms. Jone's mom and ask what was going on. That is a prime example of a commissioner unethically interjecting himself to get knowledge before something occurs.

With the “sole discretion of the chair wording” that conversation that lasted is an example of the failure of the chairperson to call it into order. The concern, offensiveness, and outrage were about what was in the affidavit that was read. The point of the presentation was that the employee lied on his application, and it was a failure of the human resources department to properly vet that employee.

The situation ended up being directed to achieve something else. That is the theatrics of this.

Commissioner Hawkins agreed that he should have called the meeting to order.

Benita Crittendon continued. It is repeatedly said that the commission is not in charge of any county employees, yet it is displayed differently. The chairperson makes delegations in the audience from the chair.

The commissioners cannot talk to an employee without the county administrator being present. Johnny Evans cannot be called and given directions without them coming through the county administrator. The chairman, by public records requests, uses his cell phone to personally delegate straight to the road and bridge department. The chairman has given directions to the road and bridge department that the county administrator did not know of.

The county attorney’s job is to protect the board and the county, not the citizens.

The public speaking policy should remain the same. The board should be able to keep the meeting in order.

Thanks were given to the board for giving her leniency in speaking.

2. Jackie (citizen) addressed the board about the redress of grievance. She expressed concern about not receiving help that she has requested over the past year about not receiving her mail.

3. David (citizen) asked the board to do their job. Does the board have an answer to the issue he brought before the board at the last meeting?

Chairman Hawkins responded. If that is about his mail the board does not have any control of the USPS.

XVI. ADJOURN