

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS  
BOARD WORKSHOP**

**October 12, 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	DISTRICT 4 Wesley Griffin	DISTRICT 5 David Corbin
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1. PROCLAMATION

- 1.1 Call to Order – Chairman Hawkins
- 1.2 Invocation – Byron Western
- 1.3 Pledge

Agenda Additions

- Animal Control Ordinance – Attorney Fuqua (10.1)
- Loan Agreement Discussion – (2.8)
- Engineering Update – Jonathan Sims, Dewberry (2.2)

2. AGENDA

- 2.1 Legislative Update – Chris Carmody, Gray Robinson – The speaker was not present for this item.
- 2.2 Washington County Tanker Pumper Grant Approval – Candace Thames, Grant/Procurement Specialist told the board the county had been granted \$880,000.00 from the 2023 – 2024 Legislature Appropriations to buy two pumper tankers. The recommendation before the board is to approve the grant and proceed ahead with the project. (This item will be listed on the consent agenda.)
- 2.3 Request for Reappointment of Ross Staham to Tri-County Airport Authority – Tray Hawkins, Chairman said that Mr. Staham has been an instrumental part of the authority. (This item will be listed on the consent agenda.)
- 2.4 Cancellation of November Workshop Due to Holiday Conflict – Tray Hawkins, Chairman said the scheduled workshop conflicts with Veterans Day. The board agreed to cancel the workshop and continue with the regularly scheduled meeting for November. (This item will be listed on the consent agenda.)
- 2.5 Medical Examiner Interlocal Agreement for Fiscal Year 2024 – Tray Hawkins, Chairman told the board the agreement is done annually. Bay County’s medical examiner is used through the 14<sup>th</sup> Judicial Circuit. (This item will be listed on the consent agenda.)
- 2.6 2024 Board Workshop and Meeting Schedule – Tray Hawkins, Chairman (This item will be listed on the consent agenda.)
- 2.7 2024 Holiday Schedule – Tray Hawkins, Chairman (This item will be listed on the consent agenda.)
- 2.8 Loan Agreement – Bank Discussion – Tray Hawkins, Chairman informed the board a conference call has been scheduled for Monday to discuss a loan to carry them through to prevent pauses in work. \$6 Million will not be enough to carry them through when the payables are running at \$9 Million monthly.

County Administrator Massey told the board the process is when reimbursements are

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received for work that is done, the money goes into the Hurricane Michael Account and the clerk can put the necessary amount in the General Fund. It constantly keeps the everyday cash flow to manage and run the county internally. The current process has been waiting on reimbursements to make things whole. Safeguards were put in place from the beginning to protect from that. A different set of money used to pay for the expenses and reimbursing that fund would make things cleaner. This would allow the board's budget to run uninterrupted due to FEMA.

The current process is a Validation Information Request, which is when projects must be confirmed which will pause the reimbursements until they have the validation information.

Commissioner Bush said that it is his understanding this is solely where Chairman Hawkins and Clerk Bell had spoken a couple of meetings back about beginning to hold back some. This would alleviate that because they would not be so dependent on reimbursements. This will cause things to be more fluid. There will be the ability to pay the bills even if reimbursement is not coming in as timely. This is not to go beyond what we are as far as them not having time extensions and that sort of thing. This would help checks and balances with invoices coming in faster than reimbursements.

County Administrator Massey said the period of the extension approval is an annual thing with everybody and it interrupts the flow. This would allow things to run more fluidly.

Chairman Hawkins confirmed with Attorney Fuqua that the discussion with First Federal on Monday is at 9:00.

County Attorney Fuqua added that the county has an existing line of credit with them.

Chairman Hawkins said the board will be updated at the meeting on Thursday. A potential loan amount is \$20 Million, however, that is strictly a board decision.

Commissioner Pettis asked if the loan would be used in the event, they do not get the time extension or for the day-to-day operations with the FEMA reimbursements.

Chairman Hawkins said that it would be for what she chooses to use it for as far as FEMA reimbursement to have the process continually moving.

Commissioner Pettis asked what will the interest reate cost them.

County Attorney Fuqua said that will be known Monday.

Commissioner Corbin clarified that this would be to prevent them from stopping right now.

County Administrator Massey said it is how the business model would change. Everything associated with FEMA will be managed here instead of mixed in with the county budget.

Commissioner Corbin commented that it would prevent them from stopping even though they do not have their extension in place.

County Administrator Massey said that is correct. They could do that.

Commissioner Bush said they do not have all their extensions.

Commissioner Corbin went on to say and work at a slower pace. He does not want FEMA to not give the extension. They are going to still throttle back.

Chairman Hawkins said they have received some extensions. This would keep up with the work that is out now.

County Administrator Massey agreed with throttling back saying that would be the best practice. They would assess what has been done and what remains.

There was no opposition from the board regarding the discussion.

Chairman Hawkins said they will try to have the bank present on Thursday.

3. FEMA COORDINATOR – Kevan Parker and Jonathan Sims, Dewberry addressed the board.

3.1 Williams Road Bridge Replacement – Jonathan Sims, Dewberry told the board that bids were opened on Williams Road Bridge on September 26. Murphree Bridge is the low bidder; however, they are over budget. The concern with Murphree Bridge on the mobilization is 5% maximum is specified and they are over. The contractor has said that his cost is set. The contractor is about 3% over the 5%.

County Attorney Fuqua said 5% was included in the bid specifications. The contractor should be requested to lower it to 5%. Some of the other bidders may have put some of their mobilization fees in another category.

Jonathan Sims said the other two are within 5% of mobilization.

FEMA could be contacted now to request added funds, which may take time. The advertisement has been done twice. The other option is to begin construction and pursue it on close-out, which is a risk. In discussion with Mason Garrett, he feels that the cost will be able to be made up once the project is closed out. Now the obligation is \$1.4/\$1.45 million, which is about \$300,000.00 short.

Chairman Hawkins asked if the interchange approach was included. Has Williams Road already been paved or is it part of the paving project?

Kevan Parker responded yes to the interchange question and Williams Road has not been paved. They have exempted this part.

Commissioner Bush said asking him to change his bid would give him the opportunity to change his numbers on anything. How can you say that he must hold everything but change that one thing? He is still the low bidder, and it is public knowledge now. You would not want to rebid it.

Kevan Parker said they would remove that from the next one. The bids have already been sent to FEMA, which will hopefully allow them to increase the cost quickly. Even if it is not, it is

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suggested to stay with this; it is within the 20% with the engineering and the cost difference. They can go over 20% and catch it all in close-out.

Jonathan Sims said they want to make approval contingent upon Murphee agreeing to 5%.

(This item will be put on the regular agenda.)

- 3.2 Worley Road – Kevan Parker, Wheeler Emergency Management. Last month the board asked if the contractor would still honor their bid and agree to a 90-day time delay.

Brent Melvin said they reached out to the original low bidder, Premier Paving on the base option, which was box culverts and they agreed to honor the bid but with added time toward the end of January. The bid was \$939,905.25.

The understanding is that this project is with the FEMA Mitigation Group. Once the review is complete, they will issue what the mitigation dollars are and that would be the final amount that FEMA would look to encumber for the project. From there they will see how much FEMA agreed to and where they are on the bid price. They are willing to do some value engineering if necessary.

(The consent agenda item will be to adjust the contractor's extended time from 90 days to 115 days.)

- 3.3 FEMA Update – Kevan Parker. Typically, on a project things are not sent in until the end on close-out items. They typically get invoices, documentation, and that type of stuff. They have requested all the backup documentation, especially from engineers. They are uploading information, they have received from Melvin Engineering, and Dewberry is working on theirs.

The biggest question looking at this is the 2 inches versus the 1 ½ inches. When PA looks at the projects they come up with a cost estimate. FEMA will allow 100% if a road is mitigated. They took the pre-disaster cost of \$1 million and then they looked to see what could be done on a group of roads for that amount. They backed in numbers they came up with using the base, sod, filter fabric, and super pave asphalt. At that point, they said they would put 2 inches of asphalt. Their thought was 3 – 4 inches of base on top of the filter fabric. (He did not think this ended up in the scope of work.) That is what is in the scope of work.

Road zones 2.4 and 5.1 were sent to FEMA to change the scope of work instead of being tied down to the items. They needed a Florida PA to design the plans, which they did and what they saw was their design was coming in around 1 ½ inches. That is what was presented to FEMA to change the scope of work to match the professionally engineered plans.

FEMA said yes. They also agreed that an alternate material other than asphalt could be used, which is milled asphalt, granite rock, added base, or any other kind of rock surface to mitigate it.

When they approved those two road zones, the other 15 were submitted, which they did not approve because it had been over 12 months. After working with FEMA and their counterparts they said to stay with what the engineers are doing. If in fact in the end it will be balanced out and do that. They did not feel comfortable with that either. They knew the original scope of

asphalt was 2 inches. The plan would be to do as the Department of Transportation does, which is to put down what is designed; 1 ½ inches. That is what is designed/required. Once the end is reached or at the point of close out for a particular road zone and if the 2 inches is forced, disagreeing with the PE, the continuing services contract or an active contract for the contractor that did the initial work to put the final ½ inch on it. This is the same thing that the Department of Transportation is currently doing on Highway 90. Now they are continuing to work with them. Jason Crenshaw has provided detailed information to them to show how he determined the information on the plans. The problem on this side will be if additional asphalt is provided above the recommended amount from the engineer, all liability is off of the engineer that designed the road. If a component that the engineer has listed is changed that engineer is relieved of the liability, and it is on you. If they do that, the base thickness can be changed to make it more economical to come back to cost savings. It is about cost savings and the engineer's design. Hopefully, everything will be uploaded in the next couple of days.

Commissioner Griffin asked what if the road was already sodded would it be rolled back?

Kevan Parker said, no, on those they can lay right to it. Some of these that Johnny has done as well as the contractor taking the pavement off or not paved, but it was sodded and protected, they can come back and go to it.

Commissioner Bush asked what prompts the decision when an alternate course is determined.

Kevan Parker said that they know that they are over budget. They are not working from normal inflation but from pandemic inflation. They are going through and trying to do main roads/some that go somewhere. Public works will do the connecting roads. They will get them ready and hydroseed them. All the roads will have to be paved, even if it is an alternate surface except the two that they approved. Public works is getting its quantities from the plans and they are rolling material, putting out fabric, putting it back, putting the base in, and getting it ready.

Commissioner Hawkins commented about public works involvement being a cost savings.

4. MSBU COMMITTEE UPDATE - Steve Healis addressed the board. The committee held a workshop last night to discuss the mowing contract, which is through April 30, 2024. A recommendation will be brought before the board after the committee votes on it. A small section of road has been added and the scope of work has been updated.

Deltona has not decided if they are taking over the fountain. It is currently shut down because the pump is leaking and it has not been repaired pending Deltona's decision.

5. PUBLIC WORKS - None

6. PARKS UPDATE - None

6.1 Update on outdoor furniture upgrades, portable toilet service contract, and all active or completed park projects.

7. ENGINEERING PROJECTS UPDATE

7.1 FDACS Ag Center Portico 3<sup>rd</sup> Bid Opening Results – Travis Howell, Engineer told the board that three bids were received from Contracting Unlimited, Hall Contracting, and Mathis Southeast. The lowest bid was from Contracting Unlimited at \$107,650.00. A \$5,000.00 contingency is included in their bid. Paul Donofro has written a letter of recommendation to accept their bid. The budget was \$99,140.00.

Paul Donofro said the contractor is currently doing a satellite service center for Gulf Coast Children Advocacy Center in Marianna, and they also did a \$2 million job in Marianna. No problems are expected with the project.

(The approval of the bid will be listed on the consent agenda.)

7.2 South Boulevard Update – There were some issues with South Boulevard, which will add about \$38,000.00 to the contract. The added funds will be for extra milling, widening, asphalt, and flumes under the proposed sidewalk. About \$90,000.00 in savings has been identified for underruns. The road was raised without milling; therefore they are going to raise the sidewalks some. To keep from holding water, they are going to bridge swells that are there. This is in a couple of locations.

7.3 Jonathan Sims, Dewberry supplied the board with a task order for Mudhill Remediation. Chipley's is in the process of being closed out. The task order not to exceed \$140,000.00 includes well abandonment, well installation, and rehabilitation recovery. The items listed are required to be done.

There is one document remaining to be sent to the Department of Environmental Protection for approval.

County Administrator Massey said there are ongoing maintenance/well issues at Mudhill. Some of the wells that they thought would need to be replaced can be remediated, which lowers the cost. There is \$75,000.00 in the budget to address this. Cash carried forward is a source to get the additional \$55,000.00. Semi-annual reports are done as well as semi-annual maintenance on the wells. Not doing the maintenance will cause a large expense. The Department of Environmental Protection is pleased with the plan.

Jonathan Sims said that the proposal is a worst-case scenario. It is a not-to-exceed contract.

Chairman Hawkins said the motion would need to be to move \$55,000.00 from cash carried forward. When the project is complete the remaining funds will transferred back to cash carried forward. It does not need to be a standing line item in the budget after the project is complete.

(Approval to use cash carried forward of \$55,000.00 and the task order supplied will be listed on the consent agenda.)

8. COUNTY ADMINISTRATOR - Jeff Massey addressed the board.
  - 8.1 Sale of County-Owned Property Error – The property the person found has already been assigned to Hometown Heroes. Other properties will be identified as an option.
  - 8.2 Chipley Landfill Update – The landfill is closed out and there is no added financial obligation to the property. The state will be contacted to see how much escrow funds will be returned to the county.
9. CLERK - None
10. COUNTY ATTORNEY- Attorney Fuqua told the board that they are continuing to work

on the animal control ordinance. It should remain on the agenda so that there is the option to continue it to the following month without readvertising.

County Administrator Massey updated the board about the property for sale on Pate Pond Road near the boat ramp. There are four lots in between the property that is for sale and the boat landing. Half of the property that is advertised for \$29,000.00 is in the water. The property is not contiguous to the landing. He and George plan to investigate the property right next to the landing to see if there is interest in selling.

Commissioner Bush asked if one of the lots could be bought and traded for the other. If one is better than the other, buy the one and take the closest one.

County Administrator Massey said that he would come back before the board on this item.

II. ADJOURN