

MINUTES
WASHINGTON COUNTY BOARD OF COMMISSIONERS
Thursday, January 30, 2025, 9:00 AM, Commission Board Room
1331 South Blvd., Chipley, FL 32428

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
Ashlynn	David	Joey Brock	Wesley	David Corbin
Marquez	Pettis Jr.		Griffin	Vice-Chairman
	Chairman			

1. PROCLAMATION

- 1.1 Call to Order - Chairman Pettis
- 1.2 Invocation - Chairman Pettis
- 1.3 Pledge

2. ADOPT THE AGENDA

AGENDA ADDITIONS:

- 4.4 - Maintenance Agreement for Dispatch Consoles
- 4.5 - Resolution for State EMS Grant
- 4.6 - Clemmons Road Headwall Replacement
- 4.7 – Pay Study Fire Discussion

Motion to approve the agenda with the additions.

Moved by: Wesley Griffin

Seconded by: David Corbin

Unanimously Carried

3. NON-AGENDA AUDIENCE/PUBLIC PARTICIPATION

- 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.**”
 - a. 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/Agenda. To do so the community member should, prior to the start of the meeting, sign the public participation form provided at the door of commission room, and shall state their name and the topic on which they wish to speak. During the Non-Agenda Audience portion of the meeting, the individual shall be given up to three (3) minutes to speak.
 - b. Each individual shall have three (3) minutes to speak about a **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 shall 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.
 - c. Any public comment before the board shall be directed to the Chairperson of the Board. It is not a question-and-answer period. Public comments concerning individual employees (other than those hired directly by the Board (County Administrator/County Attorney) shall not be entertained. Any comment, pro or con, regarding a county employee who does not report directly to the Board shall be addressed to the Human Relations Department or the County Administrator.
- Mike Gerald spoke about agenda item 4.3.

4. AGENDA ITEMS

- 4.1 Dumajack Road Reconstruction Task Work Order for CEI-
Candace Thames, Grants/Procurement Specialist

Approval request for Alday-Howell to provide CEI services for Dumajack Road Construction.

Motion to approve the task order from Alday-Howell for Dumajack Road Reconstruction.

Moved by: David Corbin

Seconded by: Wesley Griffin

Unanimously Carried

4.2 Discussion Regarding RFQ 2024-02 Engineering, Design, and Construction Engineering Inspection Continuing Services Contract-David Pettis, Jr., Chairman

Scoring Categories -

1. Firm's Qualifications and Capabilities
2. Qualifications and Abilities of Professional Personnel
3. Client References for Similar Projects
4. Experience of Similar Projects

District 1 - Commissioner Marquez

1. Alday-Howell - 4,5,3,5
2. Alex Roak Engineering - 4,3,3,3
3. CDG - 3,2,3,2
4. Columbia Engineering Services - 2,3,3,2
5. David H. Melvin, Inc. - 5,5,5,5
6. Dewberry - 5,5,5,4
7. DRMP - 5,5,4,4
8. Halff - 3,3,4,4
9. North Florida Professional Services - 4,4,4,5
10. WSB - 4,3,3,4

District 2 - Commissioner Pettis

1. Alday-Howell - 4,5,5,5

2. Alex Roak Engineering - 4,3,3,3
3. CDG - 4,3,3,3
4. Columbia Engineering Services - 3,4,3,4
5. David H. Melvin, Inc. - 5,5,5,5
6. Dewberry - 4,5,5,5
7. DRMP - 5,5,4,5
8. Halff - 4,5,4,5
9. North Florida Professional Services - 3,3,3,4
10. WSB - 3,4,4,5

District 3 - Commissioner Brock

1. Alday-Howell - 4,5,3,4
2. Alex Roak Engineering - 3,4,3,4
3. CDG - 4,4,4,4
4. Columbia Engineering Services - 4,4,4,4
5. David H. Melvin, Inc. - 4,5,4,4
6. Dewberry - 5,5,4,4
7. DRMP - 4,4,4,4
8. Halff - 4,5,4,4
9. North Florida Professional Services - 4,4,3,4
10. WSB - 4,4,3,3

District 4 - Commissioner Griffin

1. Alday-Howell - 5,5,5,5
2. Alex Roak Engineering - 3,3,2,3
3. CDG - 3,3,2,3
4. Columbia Engineering Services - 3,4,3,2
5. David H. Melvin, Inc. - 5,5,5,5
6. Dewberry - 5,5,5,5
7. DRMP - 4,4,4,4
8. Halff - 3,4,2,3
9. North Florida Professional Services - 4,4,4,4
10. WSB - 3,2,3,3

District 5 - Commissioner Corbin

1. Alday-Howell - 4,4,4,5
2. Alex Roak Engineering - 3,3,3,3
3. CDG - 3,4,2,3
4. Columbia Engineering Services - 3,3,2,4
5. David H. Melvin, Inc. - 5,5,5,5
6. Dewberry - 4,5,5,5
7. DRMP - 5,4,4,5

8. Halff - 3,4,3,3
9. North Florida Professional Services - 5,5,3,5
10. WSB - 3,4,3,3

TOTAL SCORES

1. Alday-Howell - 2,225
2. Alex Roak Engineering - 1,575
3. CDG - 1,550
4. Columbia Engineering Services - 1,600
5. David H. Melvin, Inc. - 2,425
6. Dewberry - 2,375
7. DRMP - 2,175
8. Halff - 1,850
9. North Florida Professional Services - 1,975
10. WSB - 1,700

Motion to accept the top five as scored from the scoresheets.

David H. Melvin

Dewberry

Alday-Howell

DRMP

North Florida Professional Services

Moved by: David Corbin

Seconded by: Ashlynn Marquez

Unanimously Carried

4.3 Discussion Regarding Building Department-Jeff Massey, County Administrator

The Board was provided with the following three scenario estimates of the building department's revenue and expenses.

- Mike Gerald, Steve Wright, Current Staff
Revenue \$628,932.00 and Expenses \$624,883.00
- 1 Building Official, 2 Inspectors, Current Office Staff
Revenue \$628,932.00 and Expenses \$585,317.00
- EPCI, Current Office Staff
Revenue \$628,932.00 and Expenses \$607,159.00

Along with a multitude of information, a couple of things mentioned are as follows.

- There have been no complaints about the department since they have been using contractual workers for the past few months.
- The Board wanted a building official as staff, which is what it was before.

Added speakers on this item - Mike Gerald, Keith Bennett, Michael Gordon, and Scooter Hodges.

Motion to continue running the building department using the contractual services of Mike Gerald as they have in the past few months and continue to seek a licensed building official.

James Brooks, a citizen, spoke.

Keith Bennett, a citizen, spoke and Holmes County Building Official.

Moved by: Wesley Griffin

Seconded by: Joey Brock

Aye Commissioners Pettis, Griffin, and Brock.

Nay David Corbin and Ashlynn Marquez

Motion Carried 3 to 2.

4.4 Maintenance Agreement for Dispatch Consoles-Randy Truette, EMS Director

911 will be the funding source for the maintenance agreement, however, possible state funding will be available in June/July if approved.

Motion to approve the maintenance agreement for \$41,877.00 dispatch consoles.

Moved by: David Corbin

Seconded by: Wesley Griffin

Unanimously Carried

- 4.5 Resolution for State EMS Grant-Randy Truette, EMS Director
A resolution is required to accompany the grant application for video laryngoscopes. A 75/25 grant was applied for as well as a 90/10.

Motion to approve the resolution to accompany the State EMS Grant.

Moved by: Wesley Griffin

Seconded by: David Corbin

Unanimously Carried

- 4.6 Clemmons Road Headwall Replacement-Trey Barbee, Public Works Director

Approval of replacing two headwalls on a cross drain, which is located on Clemmons Road.

The Board was updated with the roads that the mixer has been used on.

Approval to purchase two headwalls for \$45,832.50.

Moved by: Joey Brock

Seconded by: Ashlynn Marquez

Unanimously Carried

- 4.7 Pay Study Fire Discussion-Jeff Massey, County Administrator

Motion to approve to proceed with the pay study for \$22,500.00 and the fire study with the understanding that Mr. Massey will work to negotiate for a price under \$28,500.00.

Note - The maximum is \$28,500.00.

Moved by: Wesley Griffin

Seconded by: Joey Brock

Unanimously Carried

5. ADJOURN

Summary of minutes prepared by Risha Brantley, Deputy Clerk.