



MINUTES
WASHINGTON COUNTY BOARD OF COMMISSIONERS
BOARD WORKSHOP
Thursday, October 16, 2025, 9:00 AM, Commission
Board Room
1331 South Blvd., Chipley, FL 32428

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

1. PROCLAMATION

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

2. AGENDA ITEMS

Additions

- 2.2 - Fee Schedule for Recycling
- 2.3 - RFP 2025 - 01 - Food and Catering Services
- 2.4 - RFP 2025 - 02 - Disaster Debris

- 2.1 Chipley Library Expansion Grant BB201 Engineering Contract Addendum-Renae Rountree, Library Director
Florida Commerce has requested language in the contract to document that they are not liable if something occurs.

Approval of an addendum to the Melvin Engineering contract for the library expansion is requested to include the liability language. - This item will be listed on the consent agenda.

2.2 Recycling Center Fee Schedule-Jeff Massey, County Administrator

Due to an increase in disposal costs for tires, approval is requested to change the fee schedule for tire intake to offset that cost. - This item will be added to the consent agenda.

2.3 RFP 2025-01 EOC Food and Catering Services During Emergencies-Jeff Massey, County Administrator

SLS Company was the sole bidder for RFP 2025-01. The company provides multiple services. - This item will be listed on the regular agenda.

2.4 RFP 2025-02 Disaster Debris Management, Removal and Disposal Services

Eleven responses were received for RFP 2025 - 02. The review committee created a breakdown of each one, which has been provided to the board. It is recommended that the board select at least two.

The board will review the packets for each submission and discuss this as a regular agenda item next week.

3. **FEMA COORDINATOR**

Mason Garrett updated the board.

- The October 10 deadline to respond to FEMA was met regarding the arbitration. FEMA has until Friday to respond. The county has until October 29 to submit any witnesses or participants who are not witnesses in the hearing on November 3.
- The line of credit interest project is obligated for \$800,000.00. They have permitted an additional \$175,000.00 draw, which was submitted yesterday.
- Hurricane Sally Projects are complete and in closeout. An amendment is being made related to a couple of parks that the county decided against doing.
- All the slabs are poured for the HMGP project. Permits are being worked on for the county annex. The contract has been signed, and the notice to proceed for the EMS hardening project has been sent.

4. BUILDING OFFICIAL

5. MSBU ADVISORY COMMITTEE UPDATE

6. PUBLIC WORKS DIRECTOR

6.1 Contract Agreement Number 26-7212-8103-RA

Approval is requested to renew the wildlife management contract with the USDA for three years. - This item will be listed on the consent agenda.

7. PARKS UPDATE

8. ENGINEERING PROJECTS UPDATE

9. COUNTY ADMINISTRATOR

10. CLERK

11. COUNTY ATTORNEY

11.1 Public Access Ordinance Discussion

Attorney Fuqua - The ordinance is to define which areas are public access, and which areas are available for videoing.

Approval is requested to advertise the ordinance. Adjustments can be made during the process. - Advertising the public access ordinance will be listed on the consent agenda.

County Administrator Massey added that it would give clear directions to employees.

11.2 Floating Structure Ordinance

Guidance is needed for items such as the following:

- Fee - The fee should be annual and significant enough for clean-up.

- Names of springs and the distance from the springs.

The board needs to figure out the cost to clean one structure.

The board's consensus is to schedule an afternoon workshop to discuss this item.

County Attorney Fuqua suggested scheduling the workshop following the planning commission meeting, which is the first Monday of the month.

11.3 Landlord Estoppel

Attorney Milton informed the board that he received a request to do a landlord estoppel on the hospital. They are requesting the county sign a letter as the owner of the property that says the lease has full effect and has no defaults, etc. An updated title commitment has been requested from the hospital, which has agreed to pay any related expenses. It should be ready for approval at the next meeting. - This item will be listed on the regular agenda.

11.4 Non-Closed Out Development Orders

Attorney Fuqua informed the board that the planner has provided development orders that have not been closed out. Before letters are sent requesting close-outs, board approval is requested. There are around 15. The consensus of the board is to proceed.

11.5 County Administrator Hiring Procedure

Attorney Fuqua informed the board after he and County Attorney Milton reviewed the procedure and had a discussion with someone on the state level. Seven or eight proposals were made. Instead of the staff weeding out which ones are qualified, the proposals will be passed on to the board to decide. Rather than each commissioner meeting individually with each candidate, it is recommended that they present

individually before the board. This ensures that everyone is getting the same response.

Before the meeting, the board will score the proposals, which will be ranked and discussed at the regular meeting. - This item will be listed on the regular agenda.

12. OTHER BUSINESS

- Caryville Work Camp - Trey Barbee and County Administrator Massey met with Caryville Work Camp residents.

County Attorney Milton informed the board that details continue to be researched regarding this.

- In response to the county paying for the service, it was said that if the county could pick up the workers' comp, then the wage may be reduced.

If that is done, there are human resource-related issues. This is concerning; however, it is not if the county hired the company as an independent contractor, and they provide the individuals to provide a service as long as they have workers' comp.

County Administrator Massey added that they have their own equipment that they intend to use. The question was posed whether the county would maintain the equipment, which the county will not do.

13. ADJOURN