

## WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS

Location: Commission Board Room

1331 South Blvd., Chipley, FL 32428

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

## 1. PROCLAMATION

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

Present – Commissioners Marquez, Pettis, Brock (via phone), and Corbin. Also attending – Deputy Clerk Brantley, Clerk of Court, Lora Bell, County Administrator, Jeff Massey, and Fuqua & Milton, P.A.

## 2. ADOPT THE AGENDA

- Agenda item 6.15 – Moved from the regular agenda to the Attorney Section
- Addition – 6.17 Florida Commerce Environmental Review – Renae Rountree, Director – Washington County Library

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to approve the agenda.

## 3. PUBLIC HEARING

- 3.1 Confidential Small-Scale Future Land Use Map Amendment – Dawn McDonald, Senior Planner, presented the amendment request for approximately 5 acres on Wilderness Road. The request is to change the FLUM category from Agriculture/Silviculture in Conservation to Agriculture/Silviculture. Public notice requirements were met, and the planning commission and staff recommended approval.

John Gay, Chairman of Planning and Zoning Commission informed the board that citizens need better access to and understanding of conservation maps.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to approve the small-scale amendment listed as item 3.1.

- 3.2 Carter Small Scale Future Land Use Map Amendment – Dawn McDonald, Senior Planner, presented the amendment request for approximately 5 acres on Wilderness

Road. The request is to change the FLUM category from conservation to agriculture/silviculture. Public notice requirements were met, and the planning commission and staff recommended approval.

Commissioner Marquez offered a motion, seconded by Commissioner Corbin, and carried 4 – 0 to approve the Carter Small-Scale FLUM Amendment.

- 3.3824 Rattlebox Road, LLC, Small Scale Future Land Use Map Amendment – Dawn McDonald, Senior Planner presented the amendment request for approximately 15 acres on Rock Circle. The request is to change the FLUM category from agriculture/silviculture to residential-low. The request is in harmony with the surrounding land uses. Public notice requirements were met. The neighborhood meeting presented discussion and opposition. During the public hearing, it was mentioned that there were four to five units on the site, as well as an abandoned manufactured home partially on the site and the right-of-way. Safety concerns and property values were mentioned. Staff recommended approval based on the precedent of one additional dwelling unit. The planning commission recommended denial 5 – 0.

John Gay, Chairman of the Planning and Zoning Commission confirmed the additional dwellings on the property as well as one being partly on the right of way and property.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to approve the planning commission’s recommendation of denial.

- 3.4 Chase Small Scale Future Land Use Map Amendment – Dawn McDonald, Senior Planner presented the amendment request for a cutout of a parcel that is next to Econfina Creek. The land use request is from conservation to agriculture/silviculture. There is a buildable area on the property where flood plains can be avoided. The public noticing requirements were met, staff recommended approval, and the planning commission recommended approval three to two. The vote was not unanimous due to natural resource protection concerns. The applicant was recommended to avoid wetlands and flood plains. Added development may require state permits, or an elevation certification would be required at the building permit stage. Precedence was set along Econfina years ago when a change was allowed to agriculture/silviculture. There is a potential for added parcels to be requested under the agriculture/silviculture category. There is a parcel that is being cut out of the larger parent parcel that will be presented in January.

John Gay, Chairman Planning and Zoning Commission voted against it due to runoff concerns into Econfina Creek and the chance of contamination of natural resources.

Public Comment – Jordan Chase, applicant spoke.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and

carried 4 – 0 to approve the planning commission recommendation for approval.

3.5 Land Development Code Revision (Tri-County Airport Overlay Zone) – Dawn McDonald, Senior Planner informed the board that the main focus of the text change would be to create a protection zone around the Tri-County Airport, which includes Holmes, Jackson, and Washington counties. The protection zone is a state and federal requirement. The step following this will be to work with the Tri-County Airport Authority and the other two counties. The update will be included in the comprehensive plan. There are also some corrections in the code. The proper advertisement was done, and staff and the planning commission recommended approval.

Cheryl Sawyers

Lee Lewis, AVCON, Inc. spoke on item 3.5. There is an FDOT grant to help facilitate the process.

Danny Exum, Tri-County Airport Board member, spoke.

Commissioner Marquez offered a motion, seconded by Commissioner Corbin, and carried 4 – 0 to accept the planning and zoning recommendation for approval.

#### 4. ADOPT PREVIOUS MINUTES

4.1 Emergency/Special Meeting for November 14, 2024

4.2 Regular Board Meeting for November 19, 2024

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to accept the minutes listed as items 4.1 and 4.2.

5. 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.”

- 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 members should, prior to the start of the meeting, sign the public participation form provided at the door of the 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.
- 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.

- 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, pros, or cons, regarding a county employee who does not report directly to the Board shall be addressed to the Human Relations Department or the County Administrator.

- Joseph (last name unknown), a citizen spoke.

## 6. AGENDA ITEMS

6.1 Presentation to Newly Elected Commissioners – Deidra Pettis, Supervisor of Elections presented Certificate of Elections to Commissioner Corbin, Commissioner Marquez, and Renea Peters.

6.2 Recognition of Mr. Gil Carter for 36 Years of Service – He was presented with a plaque recognizing his years of public service.

6.3 Pine Bluff Discussion – Danny Exum, a citizen addressed the board to update the new board members on the history of discussions about the road in Pine Bluff and to ask for the board's help regarding the condition of the road.

Chairman Pettis said that Public Works has a plan to address the damaged area with a French drain for the road to be usable. There is a small spring under the road.

6.4 Owen Place Road Area Property Concerns – Thomas Porter, a citizen requested a variance in the county policy regarding dirt.

County Attorney Fuqua suggested that working off the right-of-way serves a purpose because it protects the road.

Trey Barbee, Public Works Director expressed concern about setting up a precedence of hauling to a private property.

Discussion was held regarding the request.

Commissioner Marquez offered a motion to set aside policy and give a variance to Thomas Porter to dig out the dirt and leave it on the property to build up the dam on Owens Place Road. Commissioner Corbin seconded the motion.

James Brooks, a citizen, spoke.

Priscilla Brown, a citizen, spoke.

The motion carried 4 to 0.

- 6.5 3008 Woodymarion Drive Survey Discussion – Jane Dellwo, Administrative Secretary addressed the board on behalf of a citizen. The option before the board is to deed a strip of land to the property owner to have legal access to their property. The property owner would be responsible for covering the cost of the survey.

County Attorney Milton spoke regarding the property and confirmed that this has been done in the past. There is no reason for the county to retain the title to the property since the county has a road beyond that strip.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 for the county to deed the strip of land in the front to the property owner at no cost.

- 6.6 Department of Health Vehicle Discussion – Jane Dellwo, Administrative Secretary presented a request on behalf of the Washington County Health Department. The department would like to surplus a 2002 Chevy Trailblazer to the Florida Department of Environmental Protection effective December 31, 2024. The transfer is due to The Florida Department of Environmental Protection taking over the local responsibility of ensuring the Clean Waterways Protection Act and the state operating the onsite sewage program moving forward.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to transfer the title referenced in 6.6 to the State of Florida.

- 6.7 Modification to Subgrant Agreement Between the Division of Emergency Management and Washington County 4399-028 R; Residential Properties, Acquisitions – Candace Thames, Grants/Procurement Specialist requested approval to extend the deadline to allow for the admin work to be completed by December 31, 2024, for the first round.

Commissioner Corbin offered a motion, seconded by Commissioner Brock, and carried 3 – 0. Commissioner Marquez stepped out during item 6.7.

- 6.8 Modification to Subgrant Agreement Between the Division of Emergency Management and Washington County, 4399-030R; Residential Properties/Historic Acquisition – Candace Thames, Grants/Procurement Specialist informed the board that the demolition for the first round of Hurricane Michael Buyout has been completed and an extension is needed for the admin work to be completed by December 31, 2024.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to approve the extension for the agreement listed in item 6.8.

6.9 Modification to Subgrant Agreement Between the Division of Emergency Management and Washington County, 4399-036-R Washington County, EMS Station, Wind Retrofit – Candace Thames, Grants/Procurement Specialist informed the board the price of roofing material has increased, therefore, the proposal is to reallocate \$2,000.00 from the contingency fund to cover the increased roofing cost.

6.10 Agreement between Washington County and David H. Melvin for CDBG Grant Administration and Program Delivery Cost – Candace Thames, Grants/Procurement Specialist presented the agreement before the board that is in conjunction with 6.11 for Project Gantry for the administration and program delivery.

Commissioner Marquez offered a motion, seconded by Commissioner Corbin, to approve the agreement listed as item 6.10.

James Brooks, a citizen, spoke.

Chairman Pettis and County Administrator Massey spoke.

The motion carried 4 – 0.

6.11 Agreement between Washington County and David H. Melvin Engineers for Washington County Project Gantry CDBG-Agreement No. H2585 WAS22IP Agreement No. ED24ATLG02418 – Candace Thames, Grants/Procurement Specialist informed the board the agreement listed in item 6.11 is for professional engineering services.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to approve the agreement listed in 6.11.

Chairman Pettis added that Washington County is currently under a non-disclosure agreement with Project Gantry.

6.12 4399-109R Critical Facilities, Generators Budget Increase – Candace Thames, Grants/Procurement Specialist requested to put into FDEM a budget increase for the increase in generator cost.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to approve the budget increase listed as item 6.12.

6.13 Safe Routes to School Grant Program – Candace Thames, Grants/Procurement Specialist informed the board at the quarterly meeting on December 3, 2024, that the Community Traffic Safety Team approved a motion to present the CTST Priority List

Project 2 before the WCBOCC for consideration for applying for the Safe Routes to School Funds Program. The Washington County School Board District and the City of Chipley support the project. Board approval is requested to apply for the project.

County Administrator Massey informed the board that he may reach out for assistance with the grant due to the intense management.

Renaë Rountree, Chairperson of the Community Traffic Safety Team, informed the board it is part of a larger project they have been working on regarding sidewalks within the school areas. If approved, it would be several years before funding. Due to the complicity of the project, it would need to be subcontracted or outsourced if there were no additional staff in the Grants Department.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to apply for the Safe Routes to School Grant Project.

- 6.14 2024-2025 FFGAP Decon Equipment Grant – Justin Barron, Fire Services Coordinator requested approval to accept the grant for \$8,400 listed in item 6.14, which is a 75/25 grant that is geared toward more cancer prevention.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to accept the grant listed in item 6.14.

- 6.15 Attorney Contract Discussion – This item was moved under the attorney’s section.

- 6.16 Florida Government Healthcare Solutions (FGHS) Board Representative Appointment Discussion – David Pettis, Jr., Chairman confirmed that Commissioner Marquez accepted the position as a representative on the FGHS Board.

Commissioner Corbin offered a motion, seconded by Commissioner Brock, and carried 4 – 0 to accept Commissioner Marquez as the representative for the FGHS Board.

- 6.17 Florida Commerce Environmental – Renaë Rountree, Library Director requested approval to submit a letter for an exception to the environmental review due to the lengthy process. The letter would allow for other items to be done while the environmental review is ongoing.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to approve of submitting for an exception for the environmental review.

Recess 10:41 a.m. – 11:00 a.m.

7. FEMA COORDINATOR – Mason Garrett updated the board.

Engineering Item 11.1 – Change Order#1 Worley Road – Brent Melvin, David H. Melvin Engineering requested approval for an additional 30 days on the contract to complete the close-out documents.

About item 6.4, the pond is located north of the Jones Rice Mill Branch. Where the branch crosses under Piney Grove Road, the next downstream culvert is the Worley Road culvert. The flooding during Hurricane Sally was when the original 48-inch pipes were in there, overtopped, and blown out. The change in size to the box culverts should be an improvement to the drainage in that area.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to approve the item listed in 11.1.

Mason Garrett provided an update on the following:

- Hurricane Sally Roads Progress
- Streamline Application for Helene Category B Project

Chairman Pettis provided an update regarding Hurricane Michael provided by John Highter, Florida Division of Emergency Management. Approximately \$2.75 million has been freed up in the past 26 days. The hold has been removed on an additional \$131,000.00, and they are currently working to be able to advance the roadwork reimbursements.

Clerk Bell confirmed that around half of the funds have been received. Anything that was paid by the loan is reconciled back to paying the loan.

8. MSBU COORDINATOR – Gary Hartman informed the board the quarterly meeting is on January 8 at 6:00 p.m. at the community center/library.

9. PUBLIC WORKS DIRECTOR – Trey Barbee addressed the board.

9.1 Surplus Vehicle Discussion – Approval to surplus a 2006 Ford F-150, 2007 GMC Jimmy, 2012 Chevrolet Van, 1998 Dodge Van, and seven old inmate crew trailers.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to approve the surplus of the vehicles/trailers as requested above.

9.2 Blue Lake Road Overlay – A price of \$41,400.00 was obtained from American Sand, through the county's continuing service agreement.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, to table item 9.2 per Chairman Pettis' request to address this item when Commissioner Griffin is present at the next meeting.

Ted Spangenburg, a citizen spoke.

The motion carried 4 – 0.

10. PARKS UPDATE – George Swauger provided updates on active projects at the following locations. There are also plans to repurpose areas in some of the larger parks. Prices for pilings for Culpepper Dock are being waited for. The prices range from \$16,000.00 - \$26,000.00. Vandalism has decreased; however, it has not diminished.

- St. Joseph Park
- Wilder Park Updates
- Blue Lake
- Culpepper Dock Installation

#### 11. ENGINEERING PROJECTS UPDATE

11.1 Change Order#1 Worley Road – Brent Melvin, David H. Melvin Engineering – This item was addressed during section 7.

11.2 ITB 2024-04 Dumajack Road Construction – Jason Crenshaw, DRMP informed the board that five bids were received. The recommendation is to award the lowest bidder, which is Anderson Columbia, Inc., \$1,750,552.10. FDOT has agreed with the project moving forward.

Commissioner Corbin offered a motion, seconded by Commissioner Brock, and carried 4 – 0 to approve to award ITB 2024-04 to Anderson Columbia, Inc. for \$1,750,552.10.

Jason Crenshaw advised the board they will need to select a CEI firm.

12. COUNTY ADMINISTRATOR – Jeff Massey addressed the board.

12.1 Pay Study Discussion – The consensus of the board is to proceed with a new pay study per County Administrator Massey's recommendation.

12.2 Sale of County-Owned Property Update – The county property will be ready to start back selling at the beginning of the year no less than the assessed value in addition to a 20% admin. fee to the cost of the final price.

County Attorney Fuqua informed the board that the policy must be updated to include a 20% admin fee.

Discussion will continue in January regarding this matter.

12.3 Live Streaming of Planning Meetings to Begin First Quarter of 2025 – Wendy White

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informed the board that the meetings will be accessible on the website and archived.

- 12.4 RFQ 2024-02 Engineering, Design, and Construction Engineering Inspection Continuing Services Contract – There were ten responses to RFQ 2024-02. The original agreements should be extended with the advice of County Attorney Fuqua to allow each engineering company to address the board.

Chairman Pettis added the reason for the in-person interview is due to three firms scoring the same during the ranking process by the committee.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez, and carried 4 – 0 to extend the engineering design and construction continuing contracts to February 28, 2025, to facilitate engineering interviewing at the January workshop.

### 13. CLERK –

- 13.1 November Vouchers Totaling \$2,458,765.40 - Clerk Bell

### 14. COUNTY ATTORNEY

- 6.15 Attorney Contract Discussion - County Attorney Fuqua addressed the board regarding the automatic renewal of their contract. The last contract included technical errors, which were related to the law clerk rate from \$125.00 to \$150.00. The contract includes a 30-day cancellation clause.

Commissioner Corbin offered a motion, seconded by Commissioner Marquez to approve the amended contract with an end date of November 2025.

James Brooks, a citizen, spoke.

The motion carried 4 – 0.

### 15. OTHER BUSINESS -

- The monthly task orders will continue with the same approval process.
- January 7 at 11:30 the legislature staff will be at the county annex.
- January 7 at 1:30 the elected officials swearing in will be held.

### 16. ADJOURN