

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 5
Alan T Bush	David Pettis, Jr.	Tray Hawkins	Wesley Griffin	David Corbin

1. PROCLAMATION

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

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

2. AGENDA ITEMS

- 2.1 2025 Board Meeting and Workshop Schedule Discussion – Jane Dellwo, Administrative Secretary presented the board with the following 2025 draft schedules.
 - 2025 (A) - Thursday morning only board workshop and meeting schedule
 - 2025 (B) - Board workshop and meeting schedule with quarterly Monday evening workshops. There has not been an influx of attendance for the evening meetings, and it does cause a strain on staff related to the budget and leave time.

This item will be discussed at the November meeting.

- 2.2 2025 Holiday Schedule – Jane Dellwo, Administrative Schedule presented a schedule that follows the handbook. - This item will be listed on the consent agenda.
- 2.3 Agreement for Professional Staff Services: Washington County SQG FY 2024 – 2025 – Candace Thames, Grants/Procurement Specialist presented an annual renewal of the contract listed above that is for the small generators. - This item will be listed on the consent agenda.
- 2.4 Updated Resolution for Sam Mitchell Public Library Construction Grant – Renae Rountree, Library told the board that an updated resolution is required to keep prior grant applications in the cue. There will not be any changes to the updated application.

Commissioner Hawkins suggested that the City of Vernon pass a resolution in addition

to this one.

This item will be listed on the consent agenda.

2.5 Job Description Updates – Wendy White, Human Resources Director addressed the board. Administrative Specialist and Administrative Secretary were combined positions at the EOC; however, they are being divided between emergency management and animal control. The Administrative Secretary is under pay grade 105, non-exempt, and will report to the public safety director. The Administrative Specialist is under paygrade 105, is non-exempt, and will report to the fire coordinator or fire chief. - Approval of the new job descriptions will be listed on the consent agenda.

3. MSBU ADVISORY COMMITTEE UPDATE

3.1 Request for Proposal (RFP) for Sunny Hills Repaving – Steve Healis

Approval to go ahead with issuing the RFP for the road project will be listed on the consent agenda.

4. FEMA COORDINATOR – Kevan Parker updated the board.

4.1 FEMA Update

- Hurricane Michael - A review of the outstanding RFRs related to sod and the filter fabric is ongoing. There has not been an update from DEM.
- Williams Road - The bridge is substantially complete. There is a section on the east side of the low water crossing where there was no curbing or riprap. A change order was decided against. The sod has been fixed there. With a recent rainfall of around 10.5 inches, the area functioned as it should have.
- Hurricane Sally Projects – Time extensions have been received for the Williams Road and Johns Way Bridges. Johns Way Bridge is still in permitting.
- Helene Cat B – Currently \$171,000.00 in expenses have been sent to the state, which includes costs captured throughout multiple departments.
- Lawsuits – One has been dismissed with prejudice. On December 5, there will be a hearing related to legal fees. Depositions are scheduled for October 29 for the other ones.
- Worley Road – Progression continues. The work was not stopped on this project.

5. PUBLIC WORKS DIRECTOR – None

6. PARKS UPDATE – George Swauger updated the board.

- Blue Lake – Working on beautification and finalization.
- Public Parks Meeting – The meeting will be held on 10/11/2024 which is about Blue Lake.
- Wilder Parker – The park is close to completion. All the equipment has been received and the project is almost complete. The website still has the message that the park is closed, however, it is open, but equipment remains to be installed. There should be a dedication to the park.
- Culpepper Landing - The standalone 10 x 10 was \$6,564.00. New drawings will be

sent to GatorDock to correct the 10 x 10 to a 10 x 20. The next step would be the permit from the Army Core.

Jonathan Sims, Dewberry Engineers addressed the board. In 2022, a 10 x 10 was approved, which is what was sent to GatorDock. Since then, there has been a change to 10 x 20.

7. ENGINEERING UPDATE – None
8. COUNTY ADMINISTRATOR – None
9. CLERK – None
10. COUNTY ATTORNEY - County Attorney Fuqua told the board that he plans to have some policies about how items are put on the regular agenda for the board at the regular meeting.
11. ADJOURN