



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

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 -
Vice-Chairman Corbin called the meeting to order.
- 1.2 Invocation
- 1.3 Pledge

2. AGENDA ITEMS

- 2.1 Memorandum of Understanding (MOU) with Washington County Economic Development Committee -Tracy Andrews, EDC President
 - The Washington County EDC Director position will be funded and managed by the Washington County EDC Board. The position offers a comprehensive package with benefits through the Washington County Board of County Commissioners. - Consent Agenda Item
 - Addition of an FTE for the above position - Consent Agenda Item
- 2.2 Engineering Firm Presentations

1. Alday-Howell Engineering - Jordan Barnett and Tommy Johns
 2. Alex Roark Engineering - Drew Roark and Tony Alex
 3. CDG Engineers - T.J. Kelley and Rob Foreman
 4. Columbia Engineering & Services - Randy Strunk
 5. David H. Melvin, Inc. - Brent Melvin, Jake Mathis, and Rod Adams
 6. Dewberry - Jonathan Sims and Justin Ford
- Recess - 10:27 a.m. - 10:40 a.m.
7. DRMP - Jason Crenshaw
 8. Halff Associates formerly Genesis Group - Bryant King, Joann Moore, and Aaron Harrison
- Note - Chairman Pettis was present via phone, however, he exited at this point in the meeting.
9. North Florida Professional Services - Greg Bailey and Ryan Asmus
 10. WSB - Robert Mizzell

2.3 Employee Handbook Updates-Wendy White, Human Resources Director

- Update the concealed weapons policy to match the updated state statute language. - Regular Agenda Item
- Section 3.06 - Change the probation period for firefighters from one year to six months per the request of the Fire Coordinator. - Consent Agenda Item
- Section 5.10 - Overtime and Compensatory Time Compensation - Employees who work to support and conduct the planning commission meetings as well as employees who assist with live streaming will receive compensation. The department's workload makes it hard to flex time. The meeting that was held on January 6 will be included in this policy update. - Consent Agenda Item

3. FEMA COORDINATOR

Mason Garrett, Wheeler Emergency Management addressed the Board on the following items.

- \$1.5 million of \$3.6 million of Hurricane Michael Funds that were approved have been received.
- County Administrator Massey - Incoming funds will be applied between the General Fund and the line of credit, depending on which fund covered the expenses.
- Management Costs - 51.6% have been reached.
- COVID PA - Reimbursement can be requested.
- Hurricane Sally Road work continues to progress.
- Helene documentation has been submitted.

4. MSBU ADVISORY COMMITTEE UPDATE

Steve Healis, MSBU Director addressed the board on the following items.

- The MSBU meeting was held on January 8, 2025.
- Districts 3, 4, and 5 terms end at the end of April. 4 and 5 have expressed their desire to remain on the MSBU Board.
- The next MSBU meeting is March 5, 2025.
- Road Project - If the material cost is what has been projected 4.19 miles will be paved.

5. PUBLIC WORKS DIRECTOR

5.1 Blue Lake Road Overlay

Trey Barbee addressed the board on the following items.

- Through the continuing service contract with American Sand, the project cost is \$41,400.00. Maintenance records show that the road is a county road. There was discussion about the road that goes through the church parking lot being private or public. - Regular Agenda Item
- Purchase a dual steel wheel roller for \$56,900.00, which will be used to patch asphalt roads. The purchase will be covered by cash carried forward. - Consent Agenda Item
- Purchase of a Caterpillar Mulching Head for \$26,212.51 from cash carried. - Consent Agenda Item

6. PARKS UPDATE

George Swauger, Inmate Crew Coordinator, addressed the Board on the following items.

- Multiple boat landings need to be updated. The most recent project was at Fanning Branch/Two Creek. FBIP grant funds may be able to be applied for to address boat landings.
- Considering waving the rental fee for community centers for the sole use of repasses is a concern that was presented to him by a citizen.
- Culpepper is in the permitting phase.
- Gap Pond is in the final stages of the draft drawings being changed to the final.

7. ENGINEERING PROJECTS UPDATE

None

8. COUNTY ADMINISTRATOR

Jeff Massey addressed the Board on the following items.

- Boat ramp suggestions are needed by the February meeting.
- Code enforcement was discussed.
- The permit process and planning and zoning enforcement were discussed.

8.1 Sale of County-Owned Property

The proposal before the board is to resume selling county-owned property no less than the assessed value. Twenty percent will be added to the final price for management of the process. - Consent Agenda Item

9. CLERK

9.1 December Vouchers Totaling \$3,221,355.23

Clerk Bell provided the December voucher total.

10. COUNTY ATTORNEY

None

11. OTHER BUSINESS

- The status of the Building Official position was discussed.
- Canoe Rental on Lazy Bone Drive was discussed.
- Updating new commissioners was discussed.
- Workshops should be scheduled for incoming commissioners.
- Employees' salary was discussed.

12. ADJOURN

Summary minutes prepared by Risha Brantley.