

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
FRANKLIN COUNTY COURTHOUSE ANNEX
MAY 6, 2014
9:00 AM**

MINUTES

Commissioners Present: Cheryl Sanders – Chairman, William Massey – Vice Chairman, Pinki Jackel, Noah Lockley Jr., Joseph Parrish

Others Present: Marcia M. Johnson – Clerk of Courts, Mark Curenton – County Planner, Michael Shuler – County Attorney, Michael Morón – Deputy Clerk to the Board

Call to Order 9:00

Chairman Sanders called the meeting to order.

Prayer and Pledge

There was a Prayer followed by the Pledge of Allegiance.

Chairman's Comment

Chairman Sanders stated some of the damage caused to neighboring counties by the recent rain storms. She also expressed her sorrow regarding the death of Guy Maxcy who was a Highlands County Commissioner and most recently the County Administrator in Desoto County. She stated how long they've known each other and that he will be missed.

Approval of the Minutes

Motion by Lockley, seconded by Massey, to approve the Minutes of the April 15, 2014 regular meeting; Motion carried 5-0.

Payment of County Bills

Motion by Massey, seconded by Parrish, to approve payment of the bills as presented; Motion carried 5-0.

Mrs. Margie Solomon – Weem’s Foundation Fundraiser

Mrs. Solomon invited the Board to the Weem’s Foundation fundraiser on May 10. She discussed the fundraiser further.

Chairman Sanders thanked the Foundation for all of the work they do for Weems Hospital and Franklin County.

Rev. Themo – Update – Forgotten Coast Paddle Jam

Rev. Themo was not in attendance.

Department Supervisor Report

Howard Nabors – Superintendent of Public Works

Mr. Nabors didn’t have any action items.

Mr. Nabors updated Commissioner Jackel regarding a drainage problem on Gilbert Street on St. George Island that he was asked to look into at the last meeting. Commissioner Jackel stated that she will discuss this issue with Mr. Pierce when he gets back.

Commissioner Lockley asked Mr. Nabors to look at drainage problems from 8th to 10th street in Apalachicola due to “drop off” from the street on to driveways after the last paving project. He said that Mr. Davis of Solid Waste is aware of the specific locations. Mr. Nabors said he would.

Commissioner Massey asked why there were 2 Road Department employees not getting the inmate supervisor supplement. Mr. Nabors explained that employees no longer get the \$500 supplement when they stop supervising inmates. The Board discussed this matter. Commissioner Jackel asked that Mr. Nabors check with the Finance Department about prorating that supplement.

Chairman Sanders asked Mr. Nabors to continue his efforts in cleaning the ditches before storm season starts. Chairman Sanders verified that a problem on Bay City Road, that she was contacted about, was addressed. Commissioner Parrish and Mr. Nabors stated that it was. Commissioner Sanders stated that the County needs to move forward with the parking lot project behind the Suwanee Swifty Store in Eastpoint because of the traffic hazard that is being created due to parking on Patton Drive. Commissioner Jackel provided additional information on this project.

Chairman Sanders and Attorney Shuler discussed a cleanup project that is needed in Alligator Point.

Fonda Davis – Solid Waste Director

Mr. Davis informed the Board that one of his tractors is no longer in service and the cost to repair it is high, based on the service technician's estimate. He told the Board that a new tractor will cost about \$90,000. Board discussed this matter. Mr. Davis explained that based on a conversation with a company's representative, the price for a used tractor along with the addition of all the accessories needed, will cost as much as a new one. Commissioner Jackel agreed that the tractor needs to be replaced, but wanted more research for better pricing before purchasing it. Board discussed purchasing using the State bid contract system. Attorney Shuler stated the advantage of using the State bid system versus going out for bids. Commissioner Jackel suggested that Mr. Davis confer with the Finance Department about financing and purchasing options based on the amount of funds available in their budget. Mrs. Johnson asked if the Finance department had been contacted about this purchase. Mr. Davis explained that he did speak to Mrs. Griffith in the Finance office and one of the options they discussed is using funding from a vacant position he had. The Board and Mr. Davis discussed this matter further.

Commissioner Parrish asked that any carry over funds from the Solid Waste Department's budget at the end of this budget year is used towards the outstanding balance on the tractor.

Motion by Lockley, seconded by Massey, to proceed with the purchase of a tractor by "piggy backing" on the State's purchasing contract and setting up a payment plan; Motion carried 5-0.

Nikki Millender – Parks & Recreation

Mrs. Millender stated that she forwarded the job description, as requested at the last meeting, regarding the promotion of Ms. Susan Riley as the field supervisor with a \$1500 increase. She verified the balance in her budget with the Finance Department and is requesting board approval on this matter.

Commissioner Jackel stated some changes that should be made to the job description. Commissioner Lockley and Mrs. Millender discussed Ms. Riley's new responsibilities further. Commissioner Sanders confirmed with Mrs. Millender that she will continue to be responsible for purchasing, timesheets, and other administrative duties.

Motion by Jackel, seconded by Massey, to approve promoting Mrs. Riley to a Parks and Recreation field supervisor along with a \$1500 salary increase; Motion carried 5-0.

Mrs. Millender reported on an incident at Kendrick Park where power lines were pulled down resulting in an interruption in power until the repairs are completed. She stated that it seems that a large truck pulled into Kendrick Park and pulled down the lines, so signage will be installed to restrict traffic to single axel vehicles only.

Board discussed other options including getting taller poles from Duke Energy.

Chairman Sanders and Mrs. Millender discussed the upcoming co-ed softball game fundraiser which will require staff to be available to maintain the fields before and during the event.

Motion by Jackel, seconded by Massey, to approve comp time for the Parks and Recreation employees for any work done during the upcoming fundraiser; Motion carried 5-0.

Commissioner Jackel and Mrs. Millender clarified a payment that was on the bill list for the company that provided scoreboards to the County.

Pam Brownell – Emergency Management Director

Mrs. Brownell had no action items but discussed Informational item #4.

Information Items:

- 1. Emergency Management held its Faith Based Provider Meet and Greet on 04/23/14. Discussed cold weather shelters and several of our local ministers are willing to work with us to achieve this goal.*
- 2. Jennifer Daniels completed the ICS – 300 Class on 04/24/14.*
- 3. Tress Dameron and Jennifer Daniels assisted the Franklin County CERT volunteers by participating in the booth at the Carrabelle Riverfront Festival on 04/25 – 04/26/14.*
- 4. Update on the letter sent out requesting financial assistance for the county's 25% is as follows:*

Jennifer Daniels contacted Governor Rick Scott's office regarding the request for residual funds for the mitigation project on the Franklin County Sheriff's Department roof. She spoke with May. May stated that she did not see the letter in their tracking system but she would follow up and call me back. May returned my call and state that she was able to locate the letter. She also stated that the case had been turned over to another department and she would have them follow up with me as soon as possible on the progress. She contacted Representative Halsey Beshears office regarding the same. I left a voicemail for Vicky Summerhill to return her call. Ms. Summerhill returned the call. She stated that they had not received a copy of the letter. She also stated that they had however received a letter from Sheriff Mock regarding this issue and Representative Beshears had planned to follow up with Sheriff Mock himself. She stated that she would look into this and let me know ASAP. She contacted Senator Bill Montford's office regarding the same. Spoke with Marcia Mathis. She stated that they had not received the letter from Commissioner Sanders. She also stated that the applications for budget assistance had to be sent in December. She stated that if I would email her a copy of the letter with information of where she could ask for the additional funding she would be glad to look into it. I have emailed her the copy of the signed letter along with a statement regarding Residual Funding. We received an email from Ms. Mathis stating the following: Senator Montford is glad to try and help! We just heard back from Senate Appropriations Staff and they reported that the Legislature does/will not

appropriate match money for a federal FEMA program; however, there may be another alternative, which they are looking into. Stay tuned...Marcia

5. *For the last few weeks, Emergency Management has been monitoring the weather and water closely due to the numerous fronts and systems that have moved through our area.*

Mrs. Brownell informed the Board that she will be attending the Governor's Hurricane training in Orlando next week.

Alan Pierce – Director of Administrative Services

Mr. Curenton presented the following item from the Director of Administrative report.

3- Inform the Board that the state DEM declined the county's request for a waiver of the local match for the retrofit of the Jail roof. The estimated cost of the project had been approximately \$776K, and the county's share would be 25%, or \$194,000. The letter does say DEM encourages us to consider in-kind match but it is going to be difficult for in-kind match of labor or equipment to replace a roof on a jail while it is being occupied.

Board discussed this item further.

Commissioner Lockley and Mrs. Brownell discussed the re-entry tags program. He suggested that Mrs. Brownell advertise the program before the storm season.

Pete Vergot – IFAC Extension Supervisor – Introduce new County Extension Agent

Mr. Vergot introduced the new County's Extension Agent, Mr. Eric Lovestrand.

Commissioner Lockley and Dr. Vergot discussed the office location.

Ray Brownsworth – Weem's Hospital Update

Mr. Brownsworth introduced the new CFO, Mr. John Graham and reviewed Weem's financial reports.

Commissioner Jackel asked Mr. Graham to comment on the Weems current financial status and discuss his priorities. Mr. Graham responded.

Mr. Brownsworth continued with his report and requested Board action to approve payment from the capital account to construct an overhang at the hospital.

Mr. Brownsworth stated the location where the overhang will be installed based on Commissioner Parrish's inquiry.

Motion by Jackel, seconded by Parrish, to approve the overhang install project not to exceed \$6,885; Motion carried 5-0.

Commissioner Jackel suggested that Mr. Brownsworth submit the USDA application before his resignation becomes effective in July.

Mr. Brownsworth stated that he would work on the application and discussed his resignation. Board thanked Mr. Brownsworth for his service as CEO at Weems.

Commissioner Lockley asked Mr. Brownsworth to get with a couple who had to wait 28 minutes for the ambulance even though they live a few blocks away from the hospital. Mr. Brownsworth said he will get with the couple after the meeting.

Recess 10:02 AM

Chairman Sanders called for a recess.

Reconvene 10:12

Chairman Sanders reconvened the meeting.

Open Bids – Lake Morality Road Signage & Pavement Marking

Mr. Curenton opened and read the company name and amount of the only bid received.

Southern States Pavement Markings, Inc. – \$58,557.80 – Bid Bond

Motion by Lockley, seconded by Parrish, to send the bid to committee for a recommendation; Motion carried 5-0.

Open Qualifications – Lake Morality Road CEI Signage & Pavement Marking

Mr. Curenton opened and read the company names.

Morris & Allen Associates
All Day Howell
Preble-Rish

Motion by Parrish, seconded by Lockley, to send the RFQs to a committee composed of Ms. Erin Griffith, Mr. Alan Pierce and Attorney Shuler for review and recommendation; Motion carried 5-0.

Open Bids – Courthouse HVAC Replacement

Mr. Curenton opened the packages and read the company names and their bid amounts. He explained that there are alternate amounts included in this bid.

Keith Lawson Company – (Base) \$62,298, (Alt 1) \$44,152, (Alt 2) \$8,294, (Alt 2b) \$8,294
Benson Heating & Air – (Base) \$53,918, (Alt 1) \$52,974, (Alt 2) \$8,378, (Alt 2b) \$8,378

Motion by Lockley, seconded by Massey, to forward the bids to a committee for recommendation; 5-0

Open Bids – Renovation of Eastpoint Visitor Center

Mr. Curenton opened the packages and read the company names and their bid amounts.

R W Thomas – \$75,000
Simpler Built – \$62,857

Motion by Jackel, seconded by Massey, to send the bids to a committee for recommendation; Motion carried 4-1, Lockley opposed.

Marcia Johnson – Clerk of Courts - Report

Mrs. Johnson had no items for action or discussion.

Commissioner Jackel asked for information relating to a payment to University of Florida. Mrs. Johnson will have Mrs. Griffith in the Finance Office email this information to Commissioner Jackel.

Alan Pierce – Director of Administrative Services

Mr. Curenton presented the report as Mr. Pierce was on vacation.

1- Inform the Board that FDOT has issued the new license for the Apalachicola airport. I have informed Crystal Air of the need to become current with his lease payments as he has slipped back into the pattern he had for much of last year of being 90 days past due.

Mr. Curenton stated that he was informed this morning by the Clerk's office that Crystal Air sent a check that will bring them current to March.

2- Inform the Board that FWC is holding a series of public briefings on something called the East Panhandle Bear Management Unit for the Big Bend region of the Panhandle, including Franklin County. There will be a briefing on this on May 15, from 3-4 PM, at the City of Carrabelle City Hall, and on May 20, at the Gulf Coast College Campus, in Port St. Joe. FWC is developing seven Bear Management Units (BMU) across Florida and Franklin and surrounding counties are in the East Panhandle BMU. There is a website to learn more about BMUs, at myfwc.com/wildlifehabitats/managed/bear/bmu/east-panhandle/.

Board commented on this item.

3- Inform the Board that the state DEM declined the county's request for a waiver of the local match for the retrofit of the Jail roof. The estimated cost of the project had been approximately \$776K, and the county's share would be 25%, or \$194,000. The letter does say DEM encourages us to consider in-kind match but it is going to be difficult for in-kind match of labor or equipment to replace a roof on a jail while it is being occupied.

This item was addressed earlier during the meeting.

4- Inform the Board that Mark Curenton and I attended a workshop in Chipley to discuss the county's re-certification for LAP- Local Agency Programs. According to DOT, the LAP program state-wide has to undergo a significant improvement in function. Part of the improvement will be a large increase in paperwork the state will be pushing down on the counties as the state has to comply with federal regulations in order to access LAP funds. But other improvements will require more effort in the application process. Using the current Bluff Road project as an example, as it is a LAP project, DOT explains that future LAP projects will need better up-front analysis so that project costs and right of way needs can be properly identified. In the case of Bluff Road, the design engineers, who were not Preble-Rish, designed the road as if the only concern was widening and re-surfacing and it was not until after the contract was let did it become apparent that many culverts had to be replaced as well. This has caused the project to go back for a change order, and it slows the construction down. DOT will be expecting future LAP projects to have a more accurate portrayal of costs in the application.

On a positive note, DOT is not going to let county's manage LAP projects that are on the state highways system. So, the next phase of the Carrabelle Beach multi-use path, which will be going from Carrabelle Beach back to the Carrabelle River, will now be completely administered by DOT, and they will be responsible for working out the right of way issues that have been identified in the design phase that I mentioned at the last meeting.

Board discussed further.

5- Board direction to have Mr. Shuler review a Traffic Safety and Maintenance Agreement that DOT will start using across the state. Franklin County only has one site to maintain and it is the school crossing signals for the consolidated school. Even though they are for a school, DOT expects the local government, not the school board, to maintain the traffic signals. DOT wants to start using this new form soon. According to an email I received Thursday, May 01, 2014, DOT will pay the county \$591 annually.

Commissioner Parrish expressed concerns of the \$591 payment from DOT not being enough to maintain the traffic signal.

Attorney Shuler commented on this item and stated other liabilities the County might face on this issue. He recommended deferring action on this item.

Motion by Jackel, seconded by Parrish, to table this item until the Attorney has the opportunity to review it further; Motion carried 5-0.

6- Board action, contingent upon DOT approval, to assign 2 landscaping grants awarded to the county to the City of Apalachicola, and 2 landscaping grants awarded to the county to the City of Carrabelle. The county would keep the 1 landscaping grant awarded to the Eastpoint area.

The City of Apalachicola would use the landscaping funds to improve and expand the project that is currently under construction, and in exchange for receiving the funds, the City would do some landscaping around the courthouse subject to a plan of our approval. I had initially intended to use one of the landscaping grants to do some plantings around the front sidewalk but DOT said that since the sidewalk was not part of the US 98 ROW the landscaping grant could not be used. The City of Apalachicola has a grant that can do some landscaping on public land and the courthouse qualifies for that.

The City of Carrabelle would like to extend their existing US 98 landscaping east from where it currently ends to Kendrick Park. The City has the ability to provide irrigation in that area of US 98 so there will be a means of maintaining the plantings. Board action to approve, contingent upon DOT approval.

Motion by Parrish, seconded by Massey, to approve the assignment of the DOT grants; Motion carried 5-0.

7- There are several bids to be opened. All bids were required to be submitted by Monday, May 5, so the Board can open the bids at any time during the meeting.

This item was addressed earlier during the meeting.

8- Board action to sign Florida Boating Improvement Grant with FWC for the construction of the Abercombie Boat Ramp Docks. The Board may remember that the FWC grants were held up while FWC determined what projects they would fund and what projects would be proposed to be funded under the NRDA system. There are many other Franklin County projects that have been approved for funding through NRDA.

Motion by Parrish, seconded by Massey, to authorize the Chairman's signature on the FWC grant; Motion carried 5-0.

9- Board action to approve a change order for the culverts that have been installed on the Bluff Road project. The Board had previously approved an amendment to the JPA with DOT to increase the funding by \$58,098.00, and now the Board needs to approve the Change Order to the contract with CW Roberts for the same amount. Board action.

DOT has informed the county that it has made a request to the Federal Highway Administration for approval to fund the replacement of the large culvert that drains the airport.

Mr. Curenton stated that the actual amount of the change order is \$58,097.47.

Motion by Parrish, seconded by Lockley, to approve the change order; Motion carried 5-0.

Mr. Curenton asked for board action to approve the Chairman's signature on a letter of support for the City of Carrabelle's application for a small matching grant from the Bureau of Historic Preservation to renovate the City's old City Hall.

Motion by Parrish, seconded by Lockley, to authorize the Chairman's signature on the letter of support; Motion carried 5-0

T. Michael Shuler – County Attorney Report

Attorney Shuler had no items for action or discussion.

Commissioners' & Public Comments

Commissioner Jackel commented on a discussion with Marcia Mathis of Senator Montford's office regarding projects that the Board sent for Legislative approval during their session. The Commissioner expressed disappointment with the Legislative Delegation not approving funding for any of the community projects submitted by the County, even though the North Florida area received a lot of funding.

Chairman Sanders expressed her disappointment and read an email she got from Florida Association of Counties on this matter.

Commissioner Jackel commented further on this item.

Chairman Sanders suggested sending a letter to the Governor's office asking for his support with the funding of these projects.

Motion by Jackel, seconded by Massey, directing staff to send a letter to the Governor's office, and a copy to the County's Legislative Delegation, stating the facts discussed at this meeting and asking the Governor to fund the community projects which were previously submitted by the County; Motion carried 5-0.

Commissioner Massey stated that the barge landing craft owned by Mr. Ben Withers is blocking access to the boat ramp on Timber Island.

Motion by Massey, seconded by Jackel, directing staff to send a letter to Mr. Ben Withers telling him to move the barge landing craft that is blocking the boat ramp on Timber Island; Motion carried 5-0.

Commissioner Massey asked if there is any available funding to assist the operation of the Literacy program as their funding is low.

Liz Sisung, representing the Literacy program, stated that they have contacted Workforce seeking funds for the program but it seems that there is none available. She explained why the program is low on funds but also stated how many GEDs that have been earned by Franklin County residents through the program and how high that number is relative to our population. Chairman Sanders suggested that staff contact the Workforce and explain the situation and see if there are any funding options for the Literacy program.

Board expressed the importance of keeping the Literacy program running in the County.

Motion by Parrish, seconded by Jackel, directing staff to send a letter to Workforce program seeking some assistance with funding for the Literacy program; Motion carried 5-0.

Commissioner Lockley stated that one of his constituents was in the audience and was denied assistance by SHIP.

Ms Brenda Cummings explained her why she applied to SHIP for assistance and didn't agree with the reason that was denied SHIP assistance.

Rev Sink of the Housing Board stated why she was denied by SHIP.

Chairman Sanders suggested that Commissioner Lockley, a representative of the SHIP program, and Ms Cummings meet and discuss this matter further.

Commissioner Parrish asked that all of the information regarding this issue is sent to the Board for their review.

Commissioner Parrish updated the Board on the Bluff road and boat ramp projects.

Jim Bacharach, representing the City of Apalachicola's Landscape Committee, gave an update on the landscaping projects in downtown Apalachicola.

Chuck Mansfield – McKissack Beach Homeowner

Mr. Mansfield informed staff, prior to the meeting, that he would not be able to attend the meeting.

Adjourn 11:15

There being no further business, Chairman Sanders adjourned the meeting.

Cheryl Sanders – Chairman FBOCC

Attest:

Marcia M. Johnson – Clerk of Courts