

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING  
COURTHOUSE ANNEX – COMMISSION MEETING ROOM  
SEPTEMBER 20, 2016  
9:00 AM  
MINUTES**

**Commissioners Present:** William Massey – Chairman, Joseph Parrish – Vice Chairman, Noah Lockley, Cheryl Sanders, Rick Watson

**Others Present:** Alan Pierce – Director of Administrative Services, Michael Morón – County Coordinator, Michael Shuler – County Attorney, Marcia M. Johnson-Clerk of Court, Lori P. Hines-Deputy Clerk to the Board.

**Call to Order**

Chairman Massey called the meeting to Order.

**Prayer and Pledge**

There was a prayer followed by the Pledge of Allegiance.

**Approval of Minutes**

**On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to approve the minutes of the meetings held on August 16, 2016 and September 6, 2016 at 9:00 a.m., 2:00 p.m. and 5:15 p.m.**

**Payment of County Bills**

**On motion by Commissioner Lockley, seconded by Commissioner Parrish, and by unanimous vote of the Board present, it was agreed to approve payment of the County's bills.**

**Department Directors Report**

**Howard Nabors - Superintendent of Public Works**

Mr. Nabors reported they are cutting the grass but it is still growing fast due to the rain. He said the inmate crews are being cut and they are only getting 1 or 2 so they are doing the best they can. He stated a lot of rain is being received and they are getting calls about roads on St. George Island and Alligator Point. Mr. Nabors said there are some areas on St. George Island

that have no drainage and the water stands when it rains. He explained when the roads dry out then they will fix them. He stated tractors are shoving the debris on the shoulders of the roads when they are wet and it is tearing up the roads. Commissioner Watson commented there are two bad roads on the bay side of St. George Island. Mr. Nabors agreed Sawyer Street and Bruce Street on the bay side are in bad shape but they cannot work on the roads when they are wet. Commissioner Watson asked if these are the worst roads. Mr. Nabors said West Pine Street and East Pine Street are bad but they can drag them as they usually stay dry. He said there are three drainage areas that go to the bay on the west end but some of the areas flood and do not drain. Mr. Nabors stated they are doing what they can on the roads.

Mr. Moron addressed the following item on his report:

14. Inform the Board that I have received complaints regarding political signs on the County's right-of-way. In the past the Superintendent of Roads has been directed to remove political and other types of signs from the County's right-of-way and store these signs at the Road Department for the owners to claim.

Mr. Moron said there is only about a month left and he asked if the Board wanted to take action or advertise next time before the political season starts. Commissioner Parrish asked if people are pulling up to stop signs and cannot see around the political signs. Mr. Moron said the signs are not impeding traffic at intersections. Mr. Nabors reported he also received calls about the signs. Mr. Moron suggested it may be opponents complaining about the signs. Chairman Massey stated the biggest complaint was on Lake Morality Road. Mr. Moron said if the Board wants to do something then just let him know.

Mr. Pierce reported a temporary repair was done to Alligator Point Road the day after the storm with the assistance of Roberts & Roberts. He explained the President has not made a declaration for disaster relief yet so Franklin County nor any other county in Florida have been declared disaster areas. He stated the County is not eligible for FEMA (Federal Emergency Management Agency) funding to rebuild the road in a permanent fashion. He explained the temporary road will be in place for an undetermined amount of time and the County will do their best to maintain the road. Mr. Pierce said it could be months before they have a permanent solution. He explained they cannot move the road any further away from the water as it is already at the northern edge of the right-of-way. He said the south lane is gone and the County does not have the materials to put it back so he is not sure what the permanent solution will be. He went on to say it is going to be this way for a long time unless the Department of Transportation (DOT) can help. Commissioner Sanders stated the Governor said if the County did not find a solution then they should call him. She suggested now may be the time to contact the Governor and let him know DOT is moving slow and she asked them to help. Mr. Pierce reported the only way to repair this road is for DOT with their resources to assist the County. Mr. Pierce said the County was very fortunate Roberts & Roberts was on Alligator Point and helped repair the road. Commissioner Sanders agreed to get together with Mr. Pierce and Mr. Moron and contact the Governor.

## **Fonda Davis - Solid Waste Director**

Mr. Davis said there is a lot of debris and the Solid Waste Department is moving forward with picking up the debris. He reported they are working in Alligator Point and hopefully will finish today and move to Lanark Village.

Mr. Davis stated, in relation to Parks & Recreation, there is a lot of damage to the boat ramps and dune walkovers. He said the Indian Creek dock is completely gone and it is beyond their scope of work so the County will need someone to come in and complete this work. He stated these docks and walkovers are used regularly so they are getting a lot of calls. He inquired what the Board would like him to do. Mr. Pierce explained if the County does repairs without a declaration, then it is at the County's expense. He was not sure if these repairs could be classified as emergency repairs since they are permanent. Mrs. Brownell said they can start permanent repairs but they must document the repairs as if the County was going to be declared a disaster area. She stated these items need to be fixed anyway. She explained it is at the County's expense until the declaration is done. She reported they support Mr. Davis and feel like they need to start working overtime to get the debris cleaned up. She said all the debris removal work needs to be documented. She stated they are signing the Sandy Act that will allow the County to be reimbursed for regular time as well as overtime. Mrs. Brownell reported once the County receives the declaration and the debris has been picked up, they can check the rapid recovery box and receive a higher rate of reimbursement. Mr. Pierce asked if this rate is more than 87 1/2 %. Mrs. Brownell answered yes, and said it depends on how fast the debris is picked up. She explained all of these items are in the new Sandy Act. She reported the 2% discount can only be used once but the rapid recovery can be used more than once. She said the County may not want to use the 2% for this storm as it can only be used once. Chairman Massey asked if Mr. Nabors will be needed to help. Mr. Davis said he asked for his assistance last week and they are working together. Mr. Moron reported there was a discussion last week that overtime is cheaper than the debris removal contracts. Mr. Moron said as long as the County documents the work, they will receive reimbursement. Mr. Moron requested the Board approve overtime for Mr. Davis' department. Commissioner Sanders asked if Mr. Nabors' department should be included as they are helping. Mr. Moron answered yes. Mrs. Brownell stated then they will have this in writing and have documentation. Mrs. Brownell said the declaration has been given to the Governor and the state did meet their threshold and there are more numbers being submitted. She went on to say it could be weeks or months until the declaration is done if he decides to do it. She said the County needs to start moving forward with debris removal either way. Mr. Pierce reported DOT is picking up along Highway 98. Commissioner Lockley asked if the County will work on weekends also. Mr. Davis answered yes. Commissioner Watson inquired how much overtime it will take. Mr. Davis answered a week or two. Commissioner Watson asked when the County will get to Eastpoint and St. George Island. Mr. Davis said his crew is working in the east heading west. He estimated they have half a day left in Alligator Point, a day and a half in Lanark Village and then they will go to Carrabelle. He explained the Road Department is in Apalachicola and has about half a day left and then will go to Eastpoint. Commissioner Watson asked if DOT has been

picking up seaweed on Franklin Blvd. and Island Drive. Mr. Pierce answered yes. Mr. Moron stated they thought DOT's local contractor, Transfield, would be used but they hired a contractor for debris removal. Commissioner Sanders said they were picking up in Lanark Village. She was concerned that pieces of a dock and chairs were also included in the debris and she does not know what they will actually pick up. **Commissioner Sanders made a motion to give authorization to the Road Department and Solid Waste Department to have overtime to clean up the debris from the storm. Commissioner Watson seconded the motion.**

Commissioner Parrish asked if there is money in the current budget to pay for this overtime or does the Board need to allocate money from a different source. Mr. Davis said they have a small amount of overtime left but there are some fuel funds left over that can be moved and used for overtime. He stated this item was reviewed by the Finance Department.

Commissioner Parrish asked if the Road Department has funds also. Chairman Massey said Mr. Nabors told him they have some money they can use also. **Motion carried; 5-0.** Mr. Pierce reported the County can make repairs to the dune walkovers and will receive reimbursement if a declaration is received. He said they do not know how much these repairs will be and it could be months before the County is reimbursed for the work. He suggested the Board complete the debris removal first and then discuss the cost of repairing the dune walkovers. He expressed concern about depleting the budget and then waiting 6-8 months for reimbursement. Commissioner Parrish pointed out the County could fix these walkovers and then have another storm this year. He reported the County should hold off on the repairs until after storm season and go ahead with debris collection. He stated the County may not have the resources to rebuild the walkovers and may need outside help. He explained if they get a disaster declaration then the county could receive reimbursement. Commissioner Watson asked if they should identify accounts that have money that can be transferred in to use for the match. Mr. Pierce said unless the Governor waives the requirement, it will be at least a 12 ½% match. He said sometimes volunteer hours can also be used as a match as it is cumulative. Mrs. Brownell reported the Board may not have the match for Alligator Point Road. Mr. Pierce stated they have a funding source for Alligator Point Road as the Bald Point Trust Fund will provide the 12½% match for this road. He said he is not sure where the match will come from for rebuilding the dune walkovers. Commissioner Watson asked if the Board should ask the Clerk to advise them on what areas may be available to use for this match. Chairman Massey stated they need to get the debris picked up first and then address the other items. Commissioner Sanders reported the County needs to make sure any docks, boat ramps and dune walkovers are reviewed for safety and mark them to keep the liability off the county. She said if one of them is not passable, then it should be closed.

Mr. Davis said the soccer season is on the way and they are working on the fields but did not get the grass cut due to the rain. He explained one goal went missing but they had enough for practice and will have it replaced for the games. Chairman Massey asked if the grass will be cut today. Mr. Davis answered yes.

Commissioner Sanders asked if anything was taken out on the football/soccer field at Kendrick Park. Mr. Davis answered no. Commissioner Sanders asked if there are any teams from

Carrabelle this year. Mr. Davis answered yes. Commissioner Sanders said they need to get this field going as it was supposed to be done back when the FRDAP application was completed. She stated this field needs to be up and running as there is a lot of criticism about not using the field and there are children that want to play on it. Mr. Davis agreed to take care of this matter.

Chairman Massey asked Mr. Davis if someone will remove the hot tub sitting next to Highway 98 or if the County needs to remove it. Mr. Moron said he did not contact anyone about this item. Commissioner Sanders reported there is also a rabbit or chicken coop that has been marked and Mr. Davis agreed to take care of both of these items.

### **Pam Brownell - Emergency Management Director**

Mrs. Brownell appeared before the Board and presented the following report:

Action Items:

NONE

Information Items:

1. Franklin County EOC Staff continue to promote our Re-Entry Tag program and encourage all residents to apply for their Re-Entry Tag.
2. September 13<sup>th</sup> FCEOC hosted the final planning meeting for the Communications Exercise.
3. September 7<sup>th</sup> FCEM Hosted its Hot Wash for Hurricane Hermine.

Mrs. Brownell reported the State has met their threshold of \$36 million in damages. She stated there are still some counties that have done their damage assessments but have not sent in their figures so the state total will increase. She stated they submitted vector control to EM Constellation and it has been tasked. She explained Department of Agriculture and Consumer Services (DACS) were contacted to make sure all the correct paperwork was submitted so if they ask for mosquito control chemicals, they will get reimbursed. She stated Mr. DeWitt Polous, Mosquito Control, said they need chemicals. She reported she also put in to EM Constellation for the Corp of Engineers (COE) to look at the Eastpoint Channel as several people have mentioned it has filled in. She said all the surrounding counties have also submitted these requests. She stated this has also been tasked and it on the recovery desk but she is not sure where it will go. Mrs. Brownell reported when she hears from the state, she will let the Board know. Commissioner Watson stated he is happy with the way Mrs. Brownell handled this emergency. He asked if they will conduct a debriefing on what worked and what didn't work. Mrs. Brownell explained her office does a hot wash after the storm and she has to do an after action report to the state not only on how the county responded but also on issues with the state. She reported there were some issues with the state and she will send a report. She stated everyone sat down and discussed things that could be done differently. She explained with everyone involved including volunteers, it is like a retraining every time. Mrs. Brownell

stated there are some things that need to be changed about how information is sent out to the public but they were already working on the changes. She reported working with the Sheriff's Office, the realty companies that assisted and Mr. Moron was awesome and they all worked together to provide good information to the Chairman so he could make decisions.

Mr. Moron presented the following item from his report:

1. Board action to ratify the Chairman's extension of the County's State of Emergency Proclamation. This action extended the State of Emergency until today, Tuesday September 20th.

Mrs. Brownell said she would also like the one more extension to cover debris pickup.

**On motion by Commissioner Lockley, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to ratify Chairman's extension of the State of Emergency that ends today and approve another extension of 1 week.**

#### **Erik Lovstrand - Extension Office Director**

Mr. Lovstrand said at the last meeting the Board asked him to try and pull together hard numbers for the facility so they can seek additional funding. He informed the Board the deadline to request this funding from the Legislature is January 31, 2017. He said they have not had a chance to talk with the University of Florida (UF) about their options so he does not have any additional information today. He stated there is time to request the additional funding.

### **Franklin County Extension Activities September 7 – September 20, 2016**

#### **General Extension Activities:**

- Extension Director attended an Invasive Species workshop hosted by the Apalachicola Reserve and the Apalachicola Regional Stewardship Alliance focused on invasive animal and plant issues for North Florida ecosystems.
- Extension Staff assisted homeowners with information pertaining to yard weeds, storm wrack deposition, property records for the County, and leave no trace issues.
- Paving has been completed for the parking area and road at the Mill Pond facility.

#### **Sea Grant Extension:**

- Extension Director hosted a booth to represent Franklin County Extension/Florida Sea Grant at the Tallahassee Science Festival at Lake Ella. Approximately 5,000 people were in attendance at the event.
- Sea turtle lighting equipment continues to be distributed to beachfront property owners in the County under the year 2 budget. Year 3 budget for this project has been approved but we will wait until we are closer to the end of year 2 before executing the year 3 amendment.

- Extension Director visited with two of Franklin County's aquaculture oyster growers in the field on their Alligator Harbor leases to learn more about their work. This also provided an opportunity for Dr. Hui Ping Yang, a UF Researcher who runs a shellfish research lab on campus to make a connection for possible future work.

#### 4-H Youth Development:

- Students from the ABC and First Baptist schools will be attending the NW Extension District's "4-H Ag Adventure Day" hosted at the North Florida Research and Education Center in Quincy. The Extension Director is teaching the portion of the field day focused on peanuts as an agricultural crop. Over 60 students and parents will be attending.
- Franklin County's Making Strides 4-H club continues to meet.
- Extension Staff handing out t-shirts to youth who attended 4-H summer camp this year.

#### Family Consumer Sciences:

- Family Nutrition Program Assistant back to conducting nutrition programs with 4<sup>th</sup> grade children in local schools.

#### Agriculture/Horticulture:

- Extension Director met with the Forgotten Coast Conservation Corps to explain the procedures for the restricted pesticide core exam that will be administered for the group during October. This will provide a base certification that they may add to with various areas of specialization as a job skills-building opportunity.
- Wakulla Co. Extension Director provided a fall gardening program at the Eastpoint branch of the library. There were 25 participants in attendance.

#### **Ginger Coulter - Sheriff's Office - Inmate Medical**

Mrs. Coulter submitted \$45,961.80 in inmate medical bills for payment. Commissioner Lockley asked how many months this is for. Mrs. Coulter explained it is hard to break it out by months due to the way it is billed. She reported some of these bills are from May, June, July and August as it depends on when the vendor sends the bills and how quickly they are processed. She stated there are a couple of bills from April also but most are from June and July.

Commissioner Lockley asked if this is the last batch before the new budget. Mr. Moron said they are trying to determine what is outstanding and how much money is left. Mrs. Coulter said there is no way to know what is outstanding as they get billed sometimes a month and a half after the inmate is treated. She explained once she receives the bills then it goes to the third party for negotiations. She reported the third party is trying to speed up processing the bills she just submitted so they can have them here by September 30<sup>th</sup>. Mr. Moron said Mrs. Coulter may still be bringing bills from this fiscal year even into next year. Commissioner Parrish asked how the County is going to pay these bills as there will not be any money left from last year's budget. Clerk Johnson explained the Finance Department will not close out everything on September 30<sup>th</sup> as there will still be bills coming in after the end of the year. She

explained there may be money left in the Sheriff's Department budget that will get turned back into the County but they will not know this until October. She suggested if they have money left over in some other category instead of turning the money back in, they could use it to pay inmate bills. Clerk Johnson said the Finance Department will stay in contact with Mrs. Coulter about these bills. Chairman Massey asked if they will have enough money to cover these bills. Clerk Johnson said she does not know at this time. Mr. Moron said they have paid \$105,689.00 in inmate medical so far this year, including the bills submitted today. Commissioner Watson asked if this amount is over the budget. Mrs. Coulter answered yes. **Commissioner Sanders made a motion directing that any excess funds from the Sheriff's Department come October be used for inmate medical.** Clerk Johnson said she does not think the Board has to do this but if they do she or Mrs. Coulter will come back to the Board. **This motion failed for lack of a second.** Clerk Johnson reported a meeting will be conducted on September 30<sup>th</sup> and they may know more at that time. She stated they will get in touch with the Board if they need any motions to take the money from contingency. **On motion by Commissioner Lockley, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve payment of the inmate bills in the amount of \$45,961.80.**

Mrs. Coulter requested the Board approve the annual narcotics grant. **On motion by Commissioner Sanders, seconded by Commissioner Parrish, and by unanimous vote of the Board present, it was agreed to approve this grant.** Attorney Shuler asked for the amount of the grant. Mrs. Coulter said around \$57,000 but she did not have the exact figure with her.

#### **Anne Birchwell - County Library Director**

1. The Fall Garden Workshop on Tuesday, September 13 was well attended by 22 patrons who were educated on successfully preparing, growing and maintaining a productive fall garden in the Florida panhandle by Wakulla County extension office director, Les Harrison. There will be a garden workshop at the Carrabelle branch the first Tuesday of each month at 1:30pm. As with all library programs, this program is free and open to the public.
2. A representative from **American Legion Post 82 of Lanark** is at the library this morning (Tuesday, Sep 20) handing out information on the many local and national services and programs that the American Legion offers and also how to become a member. The American Legion is the nation's largest wartime veteran's service organization, committed to mentoring youth and sponsorship of wholesome programs in our communities, advocating patriotism and honor, promoting strong national security, and continued devotion to our fellow service members and veterans. Camp Gordon Johnston Post 82 in Lanark Village sponsors and supports several community programs such as:
  - Assisting veterans with information about disability claims and other services.
  - The American Legion Boys State Program where students attend a comprehensive one week course in state and local government in Tallahassee.
  - Helping local charities like Tonya's Hope which raises funds to assist local cancer victims with household and travel expenses.

- They are a major distribution point for Farm Share; distributing fresh and nutritious food every Wednesday to those who need it most.

**In January, 2015, District 2 Commander Willie Jackson presented the post with the Post Excellence Award for the 2013-14 year. Post 82 was the only American Legion Post in the state of Florida to receive the award last year.**

3. Yoga is now available on Tuesday's as well as Monday's, Wednesday's and Friday's at 4:00-5:30pm.
- The Bite for a Book Program for the library with the assistance from the Friends of the Library has a new sponsor from Apalachicola, the Pink Pig Pizzeria. William and Pauline Colon owners of the restaurant were happy to join the two local sponsors currently participating, including Hog Wild BBQ from Carrabelle and the Red Pirate of Eastpoint. The newly re-named Margaret Key Municipal Library will continue to partner with Franklin County Public Library to offer all Franklin County students the opportunity to reach reading goals set by their teachers and receive a certificate for a free child's meal at one of the participating restaurants.
  - Music as a Second Language will start sign-ups at both branches in Eastpoint and Carrabelle beginning on Monday September 19<sup>th</sup> to September 24<sup>th</sup>. Parents can sign their student up to receive lessons either in acoustic guitar, electric guitar, drum or vocal lessons. The Ilse Newell group has asked if the Franklin County Library would be a partner for the 2016 -2017 season. After the sign up week, families will be contacted for an interview to explain the program and how it works. The library is willing to accept piano keyboards that are in very good condition.
  - The 8 to 12 year olds in Eastpoint have been working on creating a library movie with the use of the iPads received from our library grant. This is through the weekly STEAM program that offers opportunities for this age group to explore technology and creativity in many ways. They meet for an hour every Thursday at 3:30 pm.
  - On Monday, September 19<sup>th</sup>, Les Harrison of the Wakulla Extension Agency will be offering a workshop for landscaping for Fall and Winter at 1:30 pm, at the Eastpoint Branch.
  - The Franklin County Public Library has two branches with 4.5 employees. At times it is extremely hard when a staff person is ill or needs to leave the library for an appointment. My plan is to split as close to half of my hours to be available at the Carrabelle Branch. It is unusual for a library director to be facilitating programs as I have been doing at both branches. I may have to revisit my decision to act as programmer.

Mr. Moron said Mrs. Birchwell called and will not be present today as two staff members were absent and she is covering the library in Eastpoint. He stated she can delay her report until the next meeting. Mr. Moron brought into discussion calls he has received and issues about operations at the Carrabelle Branch Library. He explained there are some personnel issues and some other issues. Mr. Moron requested the Board authorize him, Attorney Shuler and the labor attorneys to look at the policies and procedures for the library system overall and see

what is there and what is causing the problems. He said they can find out the problem and then create new policies and procedures and present it to the Board for approval. He explained during the process they would like to meet with Mrs. Birchwell and the staff at the Carrabelle Library. He said all this information can then be presented to the Board and they can make a decision. Commissioner Sanders reported they need to do something about this as they do not have the proper staffing in Carrabelle and for some reason the volunteers are leaving. Commissioner Sanders reported she has a problem with the people not being served and that falls back on Mrs. Birchwell. She explained the County has worked hard to get the Carrabelle Library up and running. She said the Friends of the Library and the County did what they had to do many years ago. She stated they received the largest award ever given to a library system in the State of Florida and she helped do this with a Commissioner friend from Okaloosa County. She stated they saw the need back then and the need is still there. She reported they need to accommodate and serve the people who use these services. She said they need to receive these services in a friendly, calm environment with people working in this area. Commissioner Sanders stated her understanding is there are only the branch manager and a part time worker. She reported according to the budget there are 4 full time employees and 1 part time. She said some workers are going to need to go from Eastpoint to Carrabelle to help. Commissioner Sanders reported she is glad Mr. Moron is addressing this as it has needed to be addressed for a while. **Commissioner Sanders made a motion to direct Mr. Moron to meet with Attorney Shuler and the labor attorneys and review the policies and procedures overall, and meet with staff and bring a recommendation back to the Board. Commissioner Watson seconded the motion.** Chairman Massey said the staff has been working there for years, the volunteers have walked out and they do not want to work there so this is a bad issue and it starts at the top. Commissioner Watson said it would be interesting to know the amount of visitation at each facility. He stated the Board should be supportive of the director and make sure she has the support she needs. He reported they put someone in a position to manager people but they need to give her the authority to manage. He expressed his opinion that this is a good thing to do and he encouraged Mr. Moron to resolved this quickly and move forward. Chairman Massey said she has the authority to manage but it is not going well. Commissioner Parrish commented when a director is hired then everything falls under her scope of work. He agreed the Board needs to support the director and give her the authority to run the library. He stated she needs to spend more time in Carrabelle if she is going to manage both branches so she knows what is going at each branch. He said the people who work under her need to respect her because she is the one the Board is looking to. He explained if there is a problem at either branch, he will be looking to the director. He stated the Board knows they need more funding but the County is doing the best they can. Commissioner Parrish reported there is an issue that needs to be worked out so the visits to the library are rewarding. He stated young children being at the library unsupervised needs to be reviewed as the staff is not there to babysit. Commissioner Parrish stated there is a need for policies and procedures so the director knows what she is supposed to do and what she is supposed to follow and implement. Mr. Moron agreed and said this is why the labor attorney needs to be paid for the hours he is investing. Chairman Massey said Carrabelle Library used to have 2 workers and now they have 1 and a part time worker. Commissioner Lockley said they need to understand the director is the boss

and she runs the library. He stated she decides what needs to be done and if there is an issue then they can sit down and talk. He reported the County does not have the money to hire extra people and the bickering is causing the library to lose volunteers. Commissioner Lockley stated they need to work together because this is a service to the community and the county. He went on to say it looks bad when people go into a County facility and see the head people fussing so it needs to be resolved. **Motion carried; 5-0.** Mrs. Denise Butler, a member of the Library Board, said she is proud of both libraries. She stated she appreciates all the input today and is glad there will be a meeting. She reported Mrs. Birchwell is now spending half of her time at the Carrabelle branch as recommended by the Library Board. She stated the Library Board also recommended that she, the branch manager and other employees work hard to get volunteers for Carrabelle. Mrs. Butler explained the volunteers in Eastpoint do not always want to go across the county to work in Carrabelle. She pointed out the volunteers cannot take the place of the needed ½ position in Carrabelle. Mrs. Butler stated they gave up this position willingly to help the County but they still desperately need this position. She reported at their last meeting they worked hard to add to the code of conduct. She explained this code of conduct was put in place two years ago and addresses employees and patrons. She stated an addition was sent to the Board which was added after reviewing 10-12 library policies from other facilities concerning unattended children. Mrs. Butler said Mrs. Birchwell is not present today as she felt committed to keeping the library open when the employees were absent. She stated the Library Board works hard to support all their employees and give them good advice. Commissioner Watson asked if they have a breakdown of the visitation at each Library. Mrs. Butler explained it is hard to get the numbers but there is a larger population in Eastpoint. She said both libraries stay busy with winter visitors. Mrs. Butler reported they instructed Mrs. Birchwell now that she will be at each facility to try and track the number of visitors so they will know when the busy times are at each facility. She explained they want her to have the flexibility to move the employees where the patrons are as the purpose is to serve the patrons. Commissioner Watson questioned if this is a personnel issue as they are not having the same problem in Eastpoint. Mrs. Butler was not sure but said each branch has their own problems. She said there is a bigger volunteer base in Eastpoint. She pointed out Mrs. Birchwell has asked some of the volunteers to go to Carrabelle but some do not want to drive the extra distance. She stated the library system is important to the community and a community without a viable library is not a healthy community. Mrs. Butler reported they need to respect each other and follow the chain of command. Chairman Massey said the Carrabelle Library stays full most of the time. Commissioner Sanders read the last item from Mrs. Birchwell's report and said sometimes you have to do what you have to do. Ms. Sharon Rider, Wilderness Coast Library Board, stated if the Board attended their wild meetings and listened to the Franklin County Library Director compared to the other counties, they would be embarrassed. She reported the other libraries have wonderful programs, go after money and support their employees. She said they seldom hear about the Carrabelle Branch at the meetings. She informed the Board she has volunteered at Carrabelle for over 10 years but it has never been about the Carrabelle Branch only the Eastpoint Branch. She stated the director does not support the staff. She explained the staff in Carrabelle is out \$400 of their own money for summer reading because the Library Advisory Board advised the Friends of the Library not to pay and it is not fair to the

employees. She stated it has never been mentioned that Carrabelle now has a children's library. She discussed the children's library and said Ms. Audrey Strange monitors the library when she is allowed to be there. Ms. Rider said they need another full time employee and they need Ms. Strange because she is good with the children's library. She reported Jefferson County is going through a literacy program but Franklin County does not have anything like this even though they need it and people ask about it. She said the director may start coming to Carrabelle but it would have just started this week. Ms. Strange presented pictures of the new children's library. She said a lot of volunteers showed up to do the floors and a local artist painted a wall mural. She reported all of these services and materials were donated. She stated people come in to read but some people are not sure how to volunteer as there is no one to show them. She said she only works 29 hours a week and this is why they are asking for another full-time position. Ms. Strange stated she has only had two programs the whole time she has worked at the library. She informed the Board she volunteered 80 hours for the summer reading program along with her regular hours. She said children wanted to come back after the summer reading program but there was no one to watch them. She explained there is no extra help and it is sad to offer so much for 5 weeks and then it is over. Ms. Strange reported there was a lot of passion in the summer reading program and if they had a full-time employee they could have this in other programs. Ms. Strange stated this is the reason she would like to be full-time. She explained the children do not disrupt anyone else as they have a room just for them to play games, watch educational movies or read. Ms. Strange asked the Board to reconsider and allow a full-time position at the Carrabelle Library as it is support for the children.

The meeting recessed at 10:06 a.m.

The meeting reconvened at 10:19 a.m.

Attorney Shuler brought into discussion Bungalows by the Gulf and asked the Board to authorize a public hearing. **Commissioner Lockley made a motion to authorize the public hearing. Commissioner Sanders seconded the motion.** Commissioner Sanders asked Mr. Jeremy Anderson, attorney for the property owners, if Attorney Shuler has been in contact with him; they have met and come to a conclusion that they can help the property owners. Attorney Shuler answered yes and said staff recommends an amendment to the C-2 zoning that governs this particular piece of property. He stated this information has been shared with Mr. Anderson and he shared it with his clients. Attorney Shuler advised the Board everyone is in agreement to move forward to a public hearing. He said there may be further changes to the Ordinance but they do have an initial proposal. Attorney Shuler reported he has discussed potential amendments with Mr. Anderson and he does not think they will have any problem. Commissioner Watson asked Attorney Shuler to describe the parameters of the change. Attorney Shuler presented the proposed change to the Board members. He explained they are proposing an amendment to the C-2 zoning category to create a new principal use. He stated

the new principal use would be called resort condominium units low impact 37 units or lower. He said there are certain defining criteria describing what is and is not a resort condominium unit. Attorney Shuler explained there are also three conditions. He reported the units would have to be licensed as a Chapter 509 Transient Rental Unit through the State of Florida. He said the units would also have to be located south of Highway 98. He stated the third requirement is the units would have to have been approved prior to August, 2005 and construction completed prior to November, 2007. Attorney Shuler said he is still discussing with Mr. David Theriaque the possibility of adding a fourth condition that these resort condominium units have recorded their Declaration of Condominium prior to January, 2008. He stated the Board's direction to him was to come up with a plan of relief for the property owners because under the current C-2 zoning owner occupation is not authorized or allowed. He went on to say the proposed amendment to C-2 would allow owner occupation. Attorney Shuler said this has met favorably with the property owners and this is the action staff is recommending. He reported they need to schedule a public hearing as the Board cannot adopt an Ordinance until they are in that public setting. Commissioner Watson inquired if the owners agreed in concept. Mr. Anderson reported they have reviewed this and do agree in concept as it resolves the issue of being able to occupy and use the unit. Mr. Anderson explained the proposed criteria and even the 4<sup>th</sup> condition are things they agree with or can do. Commissioner Sanders asked about the concern over the high hazard area. Attorney Shuler reported once he reviewed a detailed map, it showed the coastal high hazard line is immediately south of the footprint of their building. He said their building is just north and outside of the coastal high hazard area. He explained during the last storm the map proved itself to be accurate when a report given showed the debris got south of the building but did not get into the building or under the concrete pad.

**Motion carried; 5-0.** Commissioner Watson asked when the hearing will start. Attorney Shuler answered probably not within the next 30 days as they are trying to refine some information about the licensing of the Chapter 509 units. Attorney Shuler reported Mr. Theriaque is in contact the Department of Business & Professional Regulation about this matter. Commissioner Watson thanked Attorney Shuler and Mr. Anderson for their work on this issue. Mr. Anderson said he enjoyed working with Attorney Shuler and thanked the Board for setting this item for a public hearing.

### **Curt Blair - TDC - Contract Approvals**

Mr. Blair said at the next meeting he will provide the Board with a wrap up for the end of the year.

Mr. Blair stated collections in June are 10% above last year and the average collections for the fiscal year are still at about 7-8%.

Mr. Blair reported last week the TDC Board approved the budget for warning flags and he is working with Mr. Davis on a number of items that need to be done to get this in place.

Mr. Blair stated because of the collections last year and the carry overs this year they will be able to spend about \$90,000 on promotions for the coming year. He said the Board has received copies of the Addendums to the agreements for the vendors. He explained these Addendums identify additional items TDC wanted them to do in addition to their core contracts. He explained these Addendums are similar to ones that were done 5-6 months ago for some of the vendors. Mr. Blair stated Attorney Shuler has reviewed the Addendums so he asked for the Board' approval. **On motion by Commissioner Parrish, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve the Addendums to the vendor contracts.**

Mr. Blair discussed the credit card agreement for the credit card used to pay for advertising on the internet. He explained they have had this agreement authorizing the use of the credit card for years with Centennial Bank. He stated that agreement has a maximum of \$4,000 per cycle for the use of the credit card. He reported with the new budget more money has been allocated towards internet marketing so they have requested increasing the credit card amount from \$4,000 to \$6,000 per cycle. He provided the Board with a copy of the Memorandum and the copy of the TDC Board minutes approving this request. Mr. Blair stated he has talked with Mrs. Erin Griffith, Finance Department, about this increase. He requested the Board authorize increasing the credit card. Commissioner Watson asked if this increase is to pay for hits on the internet. Mr. Blair explained it is to pay for advertising. Mr. Blair explained the ways they advertise and the search engines used for the advertising. Commissioner Watson inquired if it is a flat rate. Mr. Blair said they pay a rate for an ad and then an additional small amount for the hits. Commissioner Watson said this is also a way to see the benefit from the ads. Mr. Blair answered yes, and said they provide all kinds of tracking information. He stated some of this information is provided to the Board through his monthly reports. **On motion by Commissioner Watson, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to approve increasing the credit card limit from \$4,000 to \$6,000.**

Commissioner Watson asked if there is an update on the benches. Mr. Blair informed the Board he is working with a concrete provider to decide on a design and options. He explained they will present the options and a budget for the benches.

Commissioner Sanders discussed funds to fix the dune walkovers. Commissioner Sanders said as Chairman of the TDC Board she is asking Mr. Blair to go and look for money to help with the dune walkovers. Mr. Blair stated TDC paid for some of the dune walkovers when they were originally built. He explained there is a category of funds in the coming year that are for governmental activities and would be available for this purpose.

### **Amy Anderson - Eastpoint Medical Center - Update**

Mrs. Anderson reported since Mrs. Doris Carmichael, Nurse Practitioner, started with them in June they have seen more people. She explained for the first time in 4 years they have seen over 300 people in one month. She said they are helping more uninsured and underinsured people and the sliding fee list has increased. She reported Mrs. Carmichael is active in the community and they are happy to have her at their facility. Mrs. Anderson stated they work with Big Bend Hospice to provide a smoking cessation class the third Thursday of the month. She reported they are prepared to give flu vaccines beginning on October 1<sup>st</sup> and they provide vaccinations for children who are enrolled in Medicaid programs or do not have insurance. Commissioner Sanders asked if the local hospital has issued privileges to their doctors. Mrs. Anderson said their doctors do not have admitting rights to the hospital but Mr. Mike Cooper, Weems Memorial Hospital, did meet with them to talk about the services they could provide.

### **John Collins - AVCON - Update - Airport Economic Opportunity**

Mr. Collins stated the Airport Drainage Improvements and the Access Road project are under design right now. Mr. Collins requested Board approval of the Economic Development Plan. He explained the process started in October when the Board asked Avcon to try and find funding for an economic development plan at the airport. He stated they approached DOT and they provided a \$120,000 grant to develop this plan. Mr. Collins reported these are new funds that were not part of the 5 year work program. He said this development plan will answer what the airport has to attract businesses, what industries are they looking for that can be supported, and how do they get the information out to the businesses. He reported at the end of the study, they will have a tool to take to the state, DEO and Triumph Gulf Coast to attract industry. Commissioner Sanders questioned if Mr. Collins said the plan was being received today. Commissioner Sanders asked the amount of the grant. Mr. Collins said \$120,000 and is 100% funded from DOT. Commissioner Watson said another study is also being conducted. Mr. Pierce explained this study is being conducted, Gulf County is doing one for 4 counties and Florida's Great Northwest (FGN) is doing one for 8 counties. Commissioner Parrish said this study will be specifically for the Franklin County Airport and will show how it fits into a regional plan. He explained this plan will also be used to leverage Triumph money. Commissioner Parrish expressed concern that small counties may be left out of Triumph but this study will help the small counties and also the northern counties. **On motion by Commissioner Parrish, seconded by Commissioner Sanders, and by unanimous vote of the Board present, it was agreed to approve task order #2.** Commissioner Watson inquired about the time frame for completing this study. Mr. Pierce answered 1 year. Commissioner Watson asked about the timeframe for the other studies. Mr. Pierce stated the Gulf County study has to be done by June 30, 2017. He reported the FGN study will be done by March, 2017 so they can go to the Triumph meeting with their findings. Commissioner Watson stated the County needs to get as much done as possible and then build on the regional efforts. Commissioner Lockley agreed once the study is done then they can look for money. Mr. Collins stated BRPH is working with

them on this project and is well connected with the funding agencies. He said they have to make sure everyone has the same vision for the airport and then they will pursue the funding.

Mr. Collins asked for approval of the final change order on the Rehabilitate Airfield Pavement Project. He reminded the Board this project is also 100% funded from DOT and addressed the primary runway. He explained this change order represents a \$2,200 reduction. He also requested the Board approved the final payment application to Polaronis Construction Company in the amount of \$136,790.42. **On motion by Commissioner Parrish, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve the final change order and final payment to Polaronis Construction in the amount of \$136,790.42 for the Rehabilitate Airport Pavement Project.**

Mr. Collins brought into discussion the upgrade Airfield Lighting System Project. He said the new LED lighting that will be installed is 40% more energy efficient so the utility bill will go down when the lights are installed. He reported the electrical cable is direct buried now and will be placed in conduit so it will be easier to maintain and will protect the cable longer. Mr. Collins stated the project was bid and two bids were received. He said the low bidder is TCA Electrical Contractors. He stated they have worked with them before and they did a good job as they specialize in airfield lighting systems. He informed the Board they prepared a letter recommending the award to TCA Electrical Contractors in the amount of the base bid of \$893,670.00. He explained if the Board approves this award, they will get the contracts signed and the notice to proceed issued. Mr. Pierce stated the bid is below the grant amount of \$915,000. Mr. Pierce reported the other bid was above the grant amount. **On motion by Commissioner Parrish, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to award the upgrade Airfield Lighting System Project to TCA Electrical Contractors in the amount of \$893,670.00.**

#### **Jason Puckett - Airport Manager - Update**

Mr. Puckett said they are working to finalize the contract with a tenant for the corporate hanger. He stated it will be a 60 month lease and it will be presented to Attorney Shuler for review before it is presented to the Board next month. He explained it will be for pilot training, aircraft rental and some sightseeing trips. Attorney Shuler asked if the Airport Advisory Committee has reviewed the lease. Mr. Puckett said Mr. Randall Terry, Airport Advisory Committee, has seen it but the Committee has not seen the entire lease. Attorney Shuler asked Mr. Puckett to present the lease to the Committee before bringing it to him so the Board knows their advisory Committee has looked at this lease fully. Mr. Puckett agreed to present the lease to the Airport Advisory Committee.

Mr. Puckett stated things went very well at the airport during the storm and they were in contact with DOT, FAA and the National Weather Service. He reported Crystal Air did a good job and their employees even stayed late. He said Duke Energy staged about 70 trucks at the airport and had about 200 employees and contractors at the airport. He thanked Mr. Chris

Stokes, Mr. John Moore and Mr. Mark Verell who worked overtime through the night to make sure these individuals were accommodated to help out the community. Mr. Pierce said they had a problem as they forgot to open the main gate for the trucks. Mr. Puckett reported they learned from this experience as they had a little communication breakdown so he will come up with a better plan on how they report and complete items. He said overall it went very well. Commissioner Parrish asked how long the staging contract with Duke Energy is for. Attorney Shuler said it will expire in December, 2017. He explained Duke Energy had allowed it to expire and they had no contract but recently they requested a renewal. He reported Duke Energy is happy to have two staging areas in Franklin County and it gets the Board's constituents faster service recovering from the storm. He commented some counties are not participating in staging agreements and the next staging area is several hundred miles away. Commissioner Parrish said if there is another storm, they will expect Duke Energy back. He stated they want to be prepared to handle this next year. Mr. Puckett reported they did their best to accommodate them but it was also a priority to get all the airplanes in hangers. Commissioner Watson asked Mr. Puckett to provide information to the Board about improvements when they do their debriefing. Mr. Puckett agreed to provide this information.

#### **Michael Morón - Board of Adjustment - Report**

Mr. Moron presented the following items:

- 1 Consideration of a variance request to construct a rip rap revetment landward of mean high water on property described as 310 Seafoam Circle, also known as Lot 70, Summer Camp West, Franklin County, Florida. The property is owned by 310 Seafoam, LLC c/o Matthew Gleason. The request is submitted by Garlic Environmental Associates, Inc., agent for the homeowners.

BOA Recommends approval of this request as stipulated in order to prevent further erosion and to protect the foundation of the existing dwelling.

Commissioner Sanders said she has questions about this item and has talked with Mr. Garlick about the issues. She reported she would like to table this item as she does not want to vote against it but there is an alternate method to this revetment. She stated there are not any revetments like this in the St. James area and everyone knows from experience this revetment will cause erosion on each side. Commissioner Sanders said she has asked Mr. Garlick to review the alternatives. She explained the alternate method and provided a location for Mr. Garlick to review. **Commissioner Sanders made a motion to table this request.** Mr. Garlick said he will look at the design alternatives and go back to the Board of Adjustment. Commissioner Sanders asked about the questions from the Board of Adjustment meeting. She said there are seagrass beds and Turkey Creek present and she is concerned about this area. Attorney Shuler explained the Board of Adjustment had a similar discussion. He suggested if the design is changing, it should go back to Board of Adjustment but they should not be charged another application fee. He stated the Board of

Adjustment will act on this in October and then it will come to this Board the second meeting in October. **Commissioner Watson seconded the motion. Motion carried; 5-0.**

2. Consideration of a request for Beach Re-nourishment within the Critical Habitat Zone on property described as 109 South Bayshore Drive, Eastpoint, Franklin County, Florida. The property is owned by Tony Garcia. The request is submitted by Garlick Environmental Associates, Inc., agent for the home owner.

BOA recommends approval of this beach re-nourishment request with the stipulation that the graded slope of less than 1 to 5 be maintained and the sand be of same size and color as existing beach sand.

Mr. Garlick explained this project is between two rock revetments but the owner wants a sandy beach. Commissioner Parrish said it says a 1 to 6 slope and 1-5 is recommended. Mr. Garlick stated if they go steeper than 1 to 5 then they will need an engineering analysis because they are in a V zone. Commissioner Sanders reported this looks like a high erosion area also. Mr. Garlick agreed and referenced the pictures presented to the Board. He stated the property owner is between two revetments but does not want to do a rock wall. **On motion by Commissioner Watson, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to approve this request.**

#### **Deborah Belcher - CDBG - Bid Approval**

Mrs. Belcher said she has a bid for the Board to approve. She explained Mrs. Harriet Beach received three bids for her mobile home and she will contract with the contractor and the County will provide financing through the CDBG grant. She said there were informalities in the bids and she hopes the bidders will understand the bidding process better next time. She recommended the Board award the funds and approve the bid with Oxendine Construction Services, LLC. She reported the Board will also have to confirm they have no conflict of interest with the contractor. All of the Board members confirmed they do not have a conflict of interest with Oxendine Construction Services, LLC. Mrs. Belcher reported once before they discussed the \$7,000 limit on pre-1995 mobile home rehabilitation but this home is in very good condition. She stated this is not a typical pre-1995 mobile home and she asked them to waive the limit for this particular project. Mrs. Belcher asked the Board to also waive any informalities in the bid and approve the bid to Oxendine Construction Services, LLC in the amount of \$12,825.00. Attorney Shuler inquired about the informalities in the bids. Mrs. Belcher outlined the informalities in the bids. Attorney Shuler asked if all the bidders were given an opportunity to bring the bid into conformity. Mrs. Belcher answered yes, but said she did not contact the high bidder as he provided an itemized bid. Attorney Shuler stated the Board can waive the informalities or rebid. **On motion by Commissioner Sanders, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to waive the \$7,000 limit, waive the informalities and award the bid to Oxendine Construction Services, LLC in the amount of \$12,825.00.** Mrs. Belcher stated they will proceed with the

contract and the loan documents to Mrs. Beach. She said the deferred loan agreement is very similar to the SHIP agreement and she has worked on this agreement with Attorney Shuler. Mrs. Belcher explained their policy is the County Coordinator can approve change orders up to \$1,000. She reported anything over \$1,000 they cannot do unless it is a code item. She requested the Board authorize the County Coordinator to approve more than \$1,000 if it is code related. She explained CDBG will only allow a change order over \$1,000 if it is code related. Attorney Shuler asked if change order is in excess of \$1,000 and code related would it already be approved by CDBG. Mrs. Belcher reported state policy says it is only for code violation. She pointed out the only unknown condition may be environmental clearance in relation to tie downs being done correctly. Mrs. Belcher explained it is difficult to get to and she did not want the skirting damaged so they put in an item for the contractor to inspect underneath the mobile home, check with the Building Official and take care of this item. Attorney Shuler said there is no ceiling and guidance to Mr. Moron about how to go about approving these code violation corrections in excess of \$1,000. He suggested they limit this to the tie down issue. Commissioner Sanders read the language provided by Mrs. Belcher and asked Attorney Shuler to comment on this issue. Attorney Shuler stated he does not have enough information and the Board just adopted a new bid policy for CDBG. He requested the Board table this item until the next meeting. **On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to table this item until the next Board meeting.**

#### **Open RFPs - Carrabelle and St. George Island Bathrooms Renovation Project**

Mr. Moron and Mr. Pierce opened the bids, as follows:

	TOTAL BID	ALT. BID	ST. GEORGE ISLAND	CARRABELLE
Gadcon, LLC	\$330,492.00	\$5,400.00	\$146,717.00	\$183,775.00
Godfrey	\$315,876.00	\$2,294.00	\$153,653.00	\$162,223.00
Poloronis	\$269,100.00	\$2,600.00	\$145,600.00	\$123,500.00

**Commissioner Lockley made a motion to readvertise.** Mr. Moron asked the Board to let him talk with Mr. Doug Shuler and come back with a recommendation to the Board. **The motion failed for lack of a second.** He explained Mr. Shuler's estimate for this project was \$180,000. Commissioner Watson suggested one area be completed this year and one next year. Commissioner Sanders stated the electrical in Carrabelle must be fixed. **On motion by Commissioner Sanders, seconded by Commissioner Parrish, and by unanimous vote of the Board present, it was agreed to turn the bids over to Mr. Moron for a recommendation.**

#### **Marcia Johnson - Clerk of Courts - Report**

Clerk Johnson presented the following report:

1. For information, my office is authorized by law to pay into the Clerk's fine and forfeiture fund all unclaimed money deposited or collected. A list was published in The Times, and pursuant to the law, proof of the publication is to be filed and recorded in the minutes of the county commission. The list totaled \$6117.83 and represented checks issued that were never cashed pursuant to FS 116. We did reissue one \$15.00 check to an individual who made a claim, and the charge for the advertisement was \$282.95. The proof of publication is attached.
2. For information, the following days have been set for holidays for my office for 2017:

New Year's Day	Monday, January 2, 2017
Martin Luther King Jr.'s Birthday	Monday, January 16, 2017
Good Friday	Friday, April 14, 2017
Memorial Day	Monday, May 29, 2017
Independence Day	Tuesday, July 4, 2017
Labor Day	Monday, September 4, 2017
Veteran's Day	Friday, November 10, 2017
Thanksgiving Day	Thursday, November 23, 2017
Friday after Thanksgiving Day	Friday, November 24, 2017
Christmas Day	Monday, December 25, 2017
The Day After Christmas	Tuesday, December 26, 2017

Clerk Johnson said she has received tentative approval from the Chief Judge but they suggested she bring it on to the Board for information.

3. The Health Department has requested approval of their annual contract with the Board to be effective from October 1, 2016 through September 30, 2017. The contract does list the county's funding appropriation of \$49,000. It lists the two health dept. buildings now owned by the county, and it says all their vehicles will be transferred to the ownership of the county, be registered as county vehicles, and the county shall provide the insurance coverage. With the contract, the Board would agree that the director/administrator be selected by the State with the concurrence of the County. There is a termination at will clause of no less than 180 calendar days notice in writing unless a mutually agreed upon lesser time is established, and there is a 24 hour notice of termination clause in the event funds become unavailable.

Clerk Johnson said Ms. Sandy Martin, Franklin County Health Department, is present if there are any questions. She reported a copy of the Annual Contract was provided to Attorney Shuler for review. Attorney Shuler stated he has reviewed the contract and there are no material changes between last year and this year. He explained the level of services provided is out of his expertise but he is sure they are doing what is required by state law. **On motion by Commissioner Parrish, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve the annual contract with the Health Department.**

4. The Health Department has requested approval of their fee schedules for both medical fees and environmental health fees. The environmental health fees have not changed. According to

their cover letter, they continue to follow recommendations from the state health office to adjust the medical clinic fees to more closely align with the Medicare fee schedule.

**On motion by Commissioner Parrish, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve the fee schedule.**

Mr. Moron read the following item from his report:

10. Board action to authorize the Franklin County Health Department to pay for all repairs, maintenance, and other services to County vehicles that are assigned to the County's Health Department with State funds. Without this authorization, the Health Department will not be allowed to use their State funds to service the vehicles.

Mr. Moron pointed out the County registers the vehicles and provides the tag and insurance. He reported the Health Department has 12 cars but he is not sure if they are for Franklin and Gulf County. Ms. Sandy Martin, business manager for the Franklin & Gulf Health Departments, said there are currently 10 vehicles for Franklin County. Commissioner Lockley asked if these vehicles are used solely in Franklin County. Ms. Martin reported the Administrator uses a Franklin County vehicle to travel between the counties. She explained the Nursing Director for both counties uses a vehicle. She reported the Operations Manager here in Franklin County is also the Manager for Environmental Health in Gulf County, and uses a Gulf County vehicle. Commissioner Sanders asked if Gulf County helps pay the costs. Ms. Martin answered yes. She said the repairs and service are paid by the program that uses the vehicle. Mr. Moron reported Franklin County pays the insurance for all 10 vehicles. Commissioner Sanders stated if the vehicle is used in Gulf County then they should pay part of the costs. Commissioner Parrish agreed the costs should be split between the counties. Clerk Johnson asked if there are other vehicles Gulf County is paying to insure. Ms. Martin answered that is correct. Mr. Moron said the County pays the insurance and purchases the tag for the vehicle driven by Ms. Marsha Lindeman, Director. Commissioner Sanders asked if she uses the car to go to Gulf County. Ms. Martin reported the director uses the car to go to Gulf County. Commissioner Sanders stated if they are using vehicles in both counties, then Franklin County should not pay all the costs. Commissioner Parrish asked if there are 10 vehicles being used in Gulf County. Ms. Martin answered yes. Commissioner Sanders asked if these vehicles are being used in Franklin County. Ms. Martin answered yes. Ms. Martin stated she is not sure of the number of vehicles but Gulf County pays also. She said at the end of the vehicle's life it reverts back to the County. **On motion by Commissioner Parrish, seconded Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to authorize the Franklin County Health Department to pay for all repairs, maintenance and other services to County vehicles that are assigned to the County's Health Department with State funds.** Mr. Moron agreed to meet with Ms. Martin and find out how many vehicles are in Gulf County they are paying for and how many vehicles are in Franklin County the County is paying for and provide the information to the Commissioners.

**Alan Pierce - RESTORE Coordinator – Report**

Mr. Pierce appeared before the Board and presented the following report:

1- Remind Board that there is a Restore workshop with Dewberry at 1:30 PM this afternoon here in the Annex.

2- Inform the Board that when Dewberry and I worked on the submission of the RESTORE Planning Grant in November, 2015, I wrote up the RESTORE Coordinator Position as a part-time county position. It was my expectation that Treasury would approve the Planning Grant in Jan, 2016 and then for the next 10 months, or until Oct. 1, 2016, I would be able to bill for my time working on RESTORE items to the Planning Grant. I was overly optimistic that by Oct. 1, 2016 the MYIP would be well on its way. As the Board is aware, the Planning Grant was not approved until Aug. 1. Now that we have begun the development of the MYIP another problem has come to light. It will require an amendment to the Planning Grant, which Treasury will have to approve, in order to change the part-time Coordinator position into a consultant position. It is my assessment, as well as Dewberry's, that Treasury could take months to approve such a change, and then the Board would have to advertise for RESTORE consultants and go through a review process of applicants, of which I would be one. In order to avoid more delays in the developing the MYIP, I am informing the Board that I will continue to serve as the RESTORE Coordinator in a voluntary capacity. I can receive repayment for any expenses I occur in traveling, but I will not receive a salary. All unspent funds from this will stay in the county's RESTORE funds so the county will benefit. I am willing to do this because I really do not expect the development of the MYIP to be that difficult, and we need to keep moving forward.

Mr. Pierce said the County is a little behind and he does not want to slow up this process. He informed the Board he will retire October 1<sup>st</sup>

3- In a related issue, there are still several projects that I have been assisting the Board with that are not complete. The projects include the relocation of Gulf Shore Blvd and the redevelopment of the Island View Park. There might be other projects that have slipped my mind but I will only work on things at the direction of Michael Moron. As of Oct. 1, I will become a retiree. With Board approval, I will be available to work on these projects and will submit my costs, which include time spent on these projects, as a sub-contractor through the county attorney's office.

Mr. Pierce said this has been verified with Florida Retirement System and it is okay. **On motion by Commissioner Parrish, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to allow Mr. Pierce to work on these projects and submit his costs as a sub-contractor with the County Attorney's office.**

Mr. Pierce reported The Nature Conservancy Management Agreement money for Island View is ready for approval. He explained this agreement is over \$1 million which will be used to restore

the Island View Park. Commissioner Sanders reported she would like to officially name the property the Island View Park. Mr. Pierce said the island being viewed from the property is Dog Island. **On motion by Commissioner Sanders, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to officially name the property the Island View Park and approve the Nature Conservancy Agreement.**

Mr. Pierce informed the Board there has to be an evaluation of the potential Indian artifacts in the process for the proposed relocation of Bald Point Road. Mr. Pierce said the estimate for completing this evaluation is \$2,500. Commissioner Lockley asked how long the evaluation will take. Mr. Smallwood stated this is for Gulf Shore Blvd. He explained the archaeologist will have to get a permit from the state to do this study on their land. He estimated the permit will take about 30 day and then digging and sifting of the sand should not take too long. Commissioner Sanders asked if he is talking about the alternate route. Mr. Smallwood answered yes. Mr. Pierce reported this is the route the state has already approved. Commissioner Parrish asked if this will be done by the first of the year. Mr. Smallwood said hopefully it will be completed by then.

#### **Michael Morón - County Coordinator - Report**

Mr. Moron appeared before the Board and presented the following report:

1. This item was handled earlier in the meeting.
2. Last week Commissioner Sanders attended the Florida Association of Counties Policy Committee Conference in Martin County. Commissioners Sanders was able to talk to some Legislatures and other commissioners regarding upcoming legislative policies and other issues facing counties.

Mr. Pierce stated the Consortium had a meeting and 11 of the 23 counties are asking for additional assistance. Commissioner Sanders reported she thought there were only 7 counties asking for assistance. He said they are waiting for the consultants and have not made any more progress. He reported there is still no state expenditure plan.

3. Board action to authorize the Chairman's signature on a Proclamation declaring October 2016 as Domestic Violence Awareness Month. The Board is invited to a Domestic Violence Awareness Month Luncheon on Friday, October 14, 2016. A copy of the Proclamation and invitation is in your board packet. Board action.

**On motion by Commissioner Sanders, seconded by Commissioner Parrish, and by unanimous vote of the Board present, it was agreed to adopt the Resolution declaring October, 2016 as Domestic Violence Awareness Month.**

4. Board action to authorize the Chairman's signature on the contract with Roberts and Roberts for the repaving of Bald Point Road from CR 370 to the State Park entrance.

This is a \$1.2 million SCOP project that was awarded to Roberts and Roberts at your August 16, 2016 meeting.

**On motion by Commissioner Parrish, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve the contract with Roberts & Roberts for the repaving of Bald Point Road and authorize the Chairman's signature on the contract.**

5. Board action to authorize the Chairman's signature on the agreement with Alday-Howell Engineers for Professional Engineering Services (CEI) for Bald Point Road Repaving project. This agreement allows Alday-Howell to do the inspections for the Bald Point project. Dewberry | Preble-Rish engineered the project and therefore cannot provide inspection services for the project.

**On motion by Commissioner Sanders, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve the agreement with Alday-Howell Engineers for CEI for the Bald Point Road Repaving Project and authorize the Chairman to sign the agreement.**

6. Board action to approve the Chairman's signature on the County Incentive Grant Program (CIGP) Agreement and Resolution for the widening and resurfacing of both Ellis Van Fleet and 17th Street. This project includes safety improvements, restriping, shoulder stabilization, culvert replacement/extension, end treatments, replace signs, grassing, etc. Approximately 0.65 miles of Ellis Van Fleet Road and 17th Street will be widened and resurfaced.

**On motion by Commissioner Lockley, seconded by Commissioner Sanders, and by unanimous vote of the Board present, it was agreed to approve the Chairman's signature on the County Incentive Grant Program (CIGP) Agreement and Resolution for the widening and resurfacing of both Ellis Van Fleet and 17<sup>th</sup> Street..**

7. Board action to authorize the Chairman's signature on the Dewberry | Preble-Rish design contract for the Mill Road Small County Outreach Program (SCOP) project. This project will include approximately 1.6 miles of widening and resurfacing, 2.65 miles of new roadway construction, striping, shoulder stabilization, culvert replacement/extension, signs, and grassing.

**On motion by Commissioner Sanders, seconded by Commissioner Parrish, and by unanimous vote of the Board present, it was agreed to authorize the Chairman's signature on the Dewberry/Preble-Rish design contract for the Mill Road Small County Outreach Program (SCOP) project.** Chairman Massey asked when this project will start. Mr. Smallwood said they will start surveying immediately. Mr. Pierce said it will be months before the project is bid out.

8. Board action to authorize the Chairman's signature on the proposed contract from the Division of Historical Resources for Phase II work on the Fort Coombs Armory. The contract is for \$180,000 and will be used for foundation and floor structural remediation, window renovations, ADA improvements, front door renovations, and interior renovation/restoration to allow for ADA improvements. The County will provide an \$18,000 match for this grant.

**On motion by Commissioner Parrish, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to authorize the Chairman's signature on the proposed contract from the Division of Historical Resources for Phase II work on the Fort Coombs Armory.** Mr. Moron said he is getting calls complaining about the rent but the county has put a lot of money in this building. He explained the County has to come up with match funds so this money goes right back in the building.

9. Board action to authorize the Chairman's signature on a \$4995 agreement with Intact Partners. Intact Partners was selected to create permitting software for the Building Department after the County cancelled the contract with the previous vendor. We plan to go live during the first week in October since Intact is 80% completed with the design. Approval should be contingent on Attorney Shuler's review, as he has not been given that opportunity to view the contract as yet.

**On motion by Commissioner Lockley, seconded by Commissioner Parrish, and by unanimous vote of the Board present, it was agreed to authorize the Chairman's signature on a \$4,995.00 agreement with Intact Partners for permitting software for the Building Department.**

10. This item was addressed earlier in the meeting.

11. The Apalachee Center is submitting a grant application to the Department of Children and Families to designate their Tallahassee location as a Central Receiving Center. This designation would allow the Tallahassee Apalachee Center to serve as a single point of access for all individuals from this County transported by law enforcement under the Baker and Marchman Acts. Dr. Jay Reeves, Executive Director of the Apalachee Center, is seeking Board support for the grant application. Dr. Reeves stated that if the grant is awarded the County may be approached for some type of match, but your support of this grant application doesn't make any specific assurance of a match. Board action to authorize the Chairman's signature on a letter of support. I will forward the letter to Attorney Shuler for review before sending it to Dr. Reeves.

**On motion by Commissioner Sanders, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve a letter of support and authorize the Chairman's signature on the letter.**

12. Board action to approve and authorize the Chairman's signature on the Franklin County SHIP annual reports. These reports are for fiscal years 2014 – 2015 and 2015 – 2016.

**On motion by Commissioner Lockley, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve the Franklin County SHIP Annual Reports and authorize the Chairman's signature on the reports.**

13. Inform the Board that Ms. Lori Switzer of our SHIP Program met with Mr. Joe Paul, Gulf County's SHIP Administrator, to share ideas and compare programs. From that meeting Ms. Switzer was able add a contractor to her list. Ms. Switzer will be advertising for additional contractors in the local newspaper, as she will be bidding SHIP projects in the near future.
14. This item was handled earlier in the meeting.
15. Remind the Board that an "End of the Fiscal Year Meeting" is scheduled on Friday, September 30<sup>th</sup> at 9:00 am. On the agenda will be approval of the final bill list for the current fiscal year. This meeting and action greatly reduces the amount of bookkeeping and transactions for the Finance Office.

Chairman Massey reported he would like to have the first meeting in October in Carrabelle. Mr. Moron agreed to call city hall. Commissioner Parrish commented usually a meeting in December is in Carrabelle. Chairman Massey said people have been calling requesting a meeting in Carrabelle.

Commissioner Sanders said they need to check on the grant they wrote for Highway 67 coming out of Carrabelle as the road is bad.

Commissioner Sanders reported at the conference they still showed Franklin County as having a \$.05 gas tax.

#### **T. Michael Shuler - County Attorney - Report**

Attorney Shuler did not have a report at this time.

#### **Commissioners & Public Comments**

Commissioner Sanders reported at the last meeting they had a workshop with the Hospital Board and she was aware they could not make motions but she intended to offer one today.

**Commissioner Sanders made a motion to ask the Board to support going out for an independent audit of the hospital and all the departments and have Mr. Moron in charge of it.** Commissioner Watson discussed a letter from the County accountant indicating he had completed an audit. Commissioner Sanders said he did an audit but some things they needed

to go further into. Commissioner Sanders reported she does not feel comfortable with him doing the audit as they need a firm that is familiar with auditing medical facilities. Commissioner Watson stated he thought the letter said before any capital expenditures were made, there were things that needed to be done that were separate from the operational audit. He commented he thought these things were done by the Department of Agriculture and Consumer Services (DACCS) and Department of Health (DOH). He said he would like to see the Board pause on the construction until there is some indication from TMH on whether or not they will do something with the County. He said in speaking with Mrs. Gail Dodds, former Hospital Board member, a lot of the issues are ones the hospital has had for decades. He expressed his opinion that the solution for the problems at the Hospital is to enter into some kind of agreement with TMH where they will be at-risk. Commissioner Watson reported he is not particularly in favor of an audit at this time but would like to pause until they hear from TMH. Commissioner Parrish asked what the audit is looking for. He expressed concern about the cost of the audit. Commissioner Sanders reported the Board needs to see if the numbers presented are true. She said they are going to put the people in debt for a \$10 million facility and she wants to make sure they are going to have the numbers to sustain paying for the facility. She said the audit needs to be not only the hospital but also the two clinics. She stated the clinics are always operating at a deficit and she knows the people using them so there has to be some good numbers coming out of the clinics. She reported the information they received showed the only department making money is the hospital but they are still having financial problems with making payroll. Commissioner Sanders stated they will have the numbers they need to move forward and know whether they really can afford it. She said Mr. Roberson is completing the work he was hired to do but he was not hired to address these cost issues. She reported an audit of all the departments of the hospital, clinics and the ambulance service needs to be done. Commissioner Sanders explained a non biased company is needed to get the true numbers. She stated she said this at the workshop and she still is offering a motion to complete the audit. She agreed they need to halt the building plans at this time and know the true numbers. She reported in July, 2017 LIP funding will not be available anymore unless the Legislature continues it. Commissioner Sanders stated she does not have any faith left in the people at the Hospital who are providing the numbers. Commissioner Watson questioned the cost of the audit and the time frame involved with the audit. Commissioner Sanders reported it will depend on how extensive the Board wants the audit to be. She stated she checked and there is money available in professional services to take care of this item. **The motion failed for lack of a second.**

Commissioner Sanders asked Attorney Shuler if he got information about the raises given at the hospital. Attorney Shuler reported several of the Commissioners independently approached him about the extent of their authority to make the final decision on whether the raises will remain in place or be removed and all of the salaries reset to the prior fiscal year ending September 30, 2015. He said all the employment contracts were requested and sent to the labor attorneys. Attorney Shuler said the contracts were reviewed and the opinion of the labor attorney is the Board has the authority to remove all the raises at the hospital if they choose to exercise the authority. He went on to say their opinion is if they exercise that authority then

they must remove all the raises for every one employed at the hospital. Commissioner Sanders questioned if they can break out just the raises given to the top management. Attorney Shuler stated it must be equal and across the board. He said the labor attorneys felt there could be some concerns with equal protection. He reported the Board can come back when they feel it is appropriate and reconsider the raises. Commissioner Sanders asked if there are contracts between Franklin County and some employees. Attorney Shuler reported there are two contracts and two different classes of employees. He explained the CEO and CFO have letter agreements with TMH and there is a direct contract between Franklin County and the CEO, Mr. Cooper. He explained the rest of the employees are employed through a leasing agreement. He stated there is no contract between the County and Mr. John Graham just his letter agreement with TMH. **Commissioner Sanders made a motion to direct Attorney Shuler to write a letter to the Hospital Management staff and Weems Memorial Hospital in general and pull all the raises until it is financially beneficial and we get in better financial shape than we are in.** She reported she has gotten concerns from across the county about this being too much of a raise to be given when they are in difficult financial times. Commissioner Watson stated there are a lot of issues with the hospital and the timing of the raises was awful. He said he would like to postpone any action on the raises until more information is received from TMH. He suggested the Board not move forward with anything except TMH as they may be the solution. Commissioner Watson said when the raises were given in October, 2015 they did not anticipate the slow payments from the government. He explained the total employees cost is less in 2016 than 2015 because contracts were moved from the outside to in house which reflected 3% less in personnel costs. He said he will not support this action. **Commissioner Lockley seconded the motion. Motion passed by the following vote:**

**AYE: SANDERS, LOCKLEY, PARRISH, MASSEY**

**NAY: WATSON**

Attorney Shuler clarified that the salaries should be returned to where they were on September 30, 2015. Commissioner Sanders said apparently that is the only way they can do this. Attorney Shuler reported that is the direction from the labor attorneys. He also asked if this goes into effect for the upcoming fiscal year. Commissioner Sanders confirmed this is correct.

Commissioner Lockley asked when his change order will be done for the paving project. Mr. Smallwood said a list was put together from each Commissioner that had additional roads. He explained the roads have already been completed that were presented and chosen. He said in the future they will complete the other roads. Commissioner Sanders asked if C.W. Roberts is finished with the paving project. Mr. Smallwood replied they have paved all the roads the County authorized them to pave and when they finish the striping they will be finished with their contract. Commissioner Sanders asked if they will white in the stop signs on the road. Mr. Smallwood said this is part of the striping. Commissioner Sanders reported they left big boulders on the sides of some of the roads and they need to clear them up. Chairman Massey commented they completed two lines last week and then left but did not complete any paving.

He reported the roads have been stenciled but not painted. Mr. Smallwood agreed these are the items that are left to complete. Commissioner Parrish asked how many months behind they are with this contract. Mr. Smallwood said a couple of months but he can give an exact date when they finish. Commissioner Parrish asked when they will finish the project. Chairman Massey said the work needs to be done so if they want to return the money then the County can hire someone to finish the work. Mr. Smallwood agreed and said they have not been paid for any work that has not been done. Mr. Pierce stated there is paving money that was not spent but is not part of this contract. Mr. Moron reported they want to finish this project. Commissioner Watson asked how much money is available. Mr. Pierce reported some districts have more than others. Commissioner Watson asked if these funds can be spent on drainage issues. Chairman Massey answered no, only paving. Mr. Pierce said the gas tax money can only be spent for improvements to the right of way. Commissioner Sanders reported they have been told it can only go for paving. Chairman Massey reported he checked about the drainage and they said the money can only be spent for paving. He explained a grant has to be submitted for drainage problems. Commissioner Watson suggested the County look into programs for drainage because in Eastpoint and St. George Island this is as much an issue as paving. Mr. Pierce stated sometimes the road paving grants include drainage improvements. He explained on West Sawyer Street they applied for a grant and received the grant to pave the street and create drainage but the neighborhood objected. Mr. Pierce pointed out the grant solves the road problem but also solves sedimentation issues. He explained sediment is washed into the bay so it is better to go after environmental projects to help with drainage. He reported because Apalachicola Bay is the number one priority with SWIM (Surface Water Improvement Management) the County has some credibility to go after these funds. He said there was frustration at the staff level when they applied for the grant and were awarded and then the neighborhood opposed the project. Chairman Massey asked Mr. Smallwood to look at 8<sup>th</sup> Street where the road has washed out and the new pavement is gone. Mr. Smallwood agreed to review the area.

Mr. Alan Feifer, Concerned Citizens of Franklin County, discussed the workshop that was conducted about the health care system that was not recorded and the public did not hear the meeting. He said he would like give information about why Commissioner Sanders was correct in wanting to have an external audit. He said the accounts payable at the end of 2014 was \$252,000 and the average number of days for payables was 65. He reported today accounts payable are projected to be \$370,000 by the end of the year and the average number of day for accounts receivable days are at 80. He stated the end of 2014 TMH was owed \$81,000 and now the end of 2016 it is estimated to be \$601,000. He stated TMH has not been paid in over a year and a half. He reported the health care trust fund was not owed anything at the end of 2014 or the end of 2015. Mr. Feifer stated the total amount owed to the health care trust fund for 2016 is \$700,000-\$800,000. Mr. Feifer explained the net system revenues are down and they will not increase as there will not be any new services. He said the operating expenses at the end of 2014 were \$7.7 million and are estimated to be \$8.3 million by the end of this year. He explained the net income at the end of 2014 showed a book profit of \$555,000 on the health care system and this year will show a loss of approximately \$200,000. He explained the debt at

the end of 2014 was \$786,000 and at the end of this year will be approximately \$2.6 million. Mr. Feifer said the audits done on the hospital are county type audit and what is needed is a generally accepted accounting principles audit. He stated he attended Hospital Board meetings and key metrics are not available for the Hospital Board members to review on a continuing basis. He stated they cannot agree when the raises were given and where it is in the minutes especially the one for the CEO. He reported it would be great for someone to take the hospital over but there are things that must be done such as building the hospital in advance of getting the commitment in addition to providing the \$2 million subsidy a year. He discussed the subsidy given for the ambulance service. He stated the County needs someone from outside to advise them.

**Adjourn**

There being no further business to come before the Board, the meeting was adjourned at 12:10 p.m.

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William Massey - Chairman

Attest:

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Marcia M. Johnson - Clerk of Courts