

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING  
COURTHOUSE ANNEX – COMMISSION MEETING ROOM  
MAY 15, 2018  
9:00 AM  
MINUTES**

**Commissioners Present:** Joseph Parrish – Chairman, Noah Lockley-Vice-Chairman, Cheryl Sanders, William Massey, Ricky Jones

**Others Present:** Marcia M. Johnson-Clerk of Court, Michael Moron-County Coordinator, Michael Shuler – County Attorney, Lori P. Hines-Deputy Clerk to the Board.

**Call to Order**

Chairman Parrish called the meeting to Order.

**Prayer and Pledge**

There was a prayer followed by the Pledge of Allegiance.

**Approval of Minutes**

Commissioner Jones said he would like to table approval of the minutes because there may be a problem that needs to be clarified. **On motion by Commissioner Jones, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to table approval of the minutes from the meeting held on April 17, 2018.**

**Payment of County Bills**

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

Mr. Moron read the following item from his report:

1. Weems Report
  - a. Inform the Board that TMH is recommending Mr. HD Cannington as your interim CEO. Based on his resume, Mr. Cannington has extensive background in Critical Access Hospitals and Rural Hospitals. I asked Mr. Cannington to travel to the County yesterday and today so that he could meet with the County

Commissioners and the Weems Board of Directors members then appear this morning to address the Board. Mr. Cannington's official starting date will be May 21<sup>st</sup>.

Mr. Cannington appeared before the Board. Chairman Parrish welcomed Mr. Cannington and said they have high expectations for him. Mr. Cannington said the Board needs to have high expectations for the hospital and healthcare in the community and that is what he is here to help with. Commissioner Sanders reported she and Mr. Cannington know a lot of the same people and she refers to him as Mr. Fix-It and they are looking for him to fix-it. She stated according to his resume Mr. Cannington is well qualified and well recommended and she looks forward to working with him. Mr. Cannington stated he looks forward to working with her, the Hospital Board, the community leaders and healthcare providers so they can see what needs to be done and start working on it. He said he appreciates the vote of support and will start working next week.

- b. TMH is working on Mr. Cannington's contract and should have it completed prior to his May 21<sup>st</sup> starting date. **Board action** to authorize hotel accommodations for Mr. Cannington for this trip and authorize the Chairman's signature on Mr. Cannington's TMH contract after Attorney Shuler and I have reviewed it.

Mr. Moron said he is asking for this action now as the Board does not meet again until June 5<sup>th</sup>. **Commissioner Lockley made a motion to authorize hotel accommodations for Mr. Cannington for this trip and authorize the Chairman's signature on Mr. Cannington's TMH contract contingent upon Attorney Shuler and Mr. Moron reviewing and approving the contract. Commissioner Massey seconded the motion.** Mr. Moron stated Mr. Jordan Fulkerson, CFO, is going to take Mr. Cannington to Weems Memorial Hospital and make the rounds and then Mr. Cannington will leave this afternoon and come back for work next Monday. Commissioner Lockley welcomed Mr. Cannington. **Motion carried; 5-0.**

## Department Directors Report

### Howard Nabors – Superintendent of Public Works

Mr. Nabors stated they are continuing to cut grass and clean ditches and culverts. He said since it rained they will also go back to grading roads. He explained they have received some complaints about the roads but they could not grade the roads when it was so dry.

Mr. Moron presented the following item on his report:

5. Last year FDOT did inspections on Crooked River Bridge and Timber Island Bridge. That inspection report produced maintenance items that needed repairs or corrections. Mr. Nabors, Road and Bridge Superintendent, stated that the County didn't have the necessary equipment to do most of those needed maintenance items. The Board

authorized Broadspectrum to do the repairs to the Crooked River Bridge, which were completed, but due to some staffing issues Broadspectrum were not ready to proceed with the repairs to the Timber Island Bridge. They are now ready to proceed with those repairs for a proposed amount of \$9200. This amount does not include an approach guardrail that is mentioned in the report but is not required. The County will use the same contract used for the Crooked River Bridge repairs. **Board action.**

Mr. Moron stated Attorney Shuler created the contract for the Crooked River Bridge repairs. Commissioner Sanders said the guardrail was recommended and she questioned if Mr. Moron thinks the guardrail is not needed. Mr. Moron reported he is not saying it is not needed but Broadspectrum is saying it is not required. He explained he asked for a bid without the guardrail because Broadspectrum thinks there may be grants the county can go after to get the guardrail done. Mr. Moron said rather than the county paying for the guardrail, he will seek a grant. Commissioner Sanders stated she does not want the public to think they are not trying to take care of this. Commissioner Lockley said these rails are being placed all over the state and he asked if the grant will address it. Attorney Shuler explained under Chloe's Law there must have been a death on a state highway within a 10 year period and he does not think the Timber Island Bridge will qualify. Chairman Parrish reported the County should fix the infrastructure and the bridge and if they cannot get a grant for the guardrail then they can come back later and add the guardrail. **On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to approve Broadspectrum completing the repairs to Timber Island Bridge in the amount of \$9,200.**

**Fonda Davis – Solid Waste Director**

Mr. Albert Floyd, Animal Control Department, presented the following report:

**SUBJECT(S):**

**PARKS & RECREATION VACANT POSITION:**

FOR BOARD APPROVAL: Due to the recent resignation from Heath Grant in the Parks & Recreation Department we have a vacant Permanent Part Time position that needs to be filled. I'm requesting Board approval to hire from our current applicants from our recent interviews. **REQUESTED ACTION:**  
**Approval to hire an employee from within our current applicants.**

**Commissioner Massey made a motion to approve a hire from the current applicants to fill the vacancy in the Parks & Recreation Department. Commissioner Sanders seconded the motion.** Commissioner Jones clarified the position will not be advertised in the newspaper. Mr. Floyd said they already have applicants and would like to choose a person from those applications. Attorney Shuler asked how long ago these applications were created. Mr. Floyd answered a month or two. Attorney Shuler said that is fine. **Motion carried; 5-0.**

### **Pam Brownell – Emergency Management Director**

Mr. Moron said Mrs. Brownell is at the Governor's Hurricane Conference. He stated there was one action item but Attorney Shuler needs to review it and then he will bring it back to the Board.

#### **Action Items:**

#### **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. EOC Staff is updating our Special Needs Database to verify current information of our Special Needs Residents.
3. EOC Staff continue to promote the Alert Franklin System and encourage residents to sign up to receive updates and information from Emergency Management.
4. 05/11/18 EOC Staff participated in the Active Shooter Exercise at the Franklin County Courthouse.
5. 05/13/18-05/18/18 EOC Staff is attending the Governor's Hurricane Conference/Training in West Palm Beach.
6. 05/22/18 Staff will be attending the RDSTF Meeting in Tallahassee.
7. 05/24/18 Staff will be attending the BBHCC Meeting in Tallahassee.

### **Erik Lovestrand – Extension Office Director**

Mr. Lovestrand stated the only item he has is the architectural services for the Robert L. Howell Building project and it is on Mr. Moron's report. Mr. Moron read the following item from his report:

10. At your April 3<sup>rd</sup> meeting you opened Request for Qualifications (RFQ) for design, engineering, and construction administration for the UF/IFAS Extension and ANERR facility renovation project. At your April 17<sup>th</sup> meeting I informed the Board that of the two RFQ packages received, Barnett, Fronzcak, Barlowe, & Shuler Architects (BFBS) were selected by the review committee as the #1 ranked firm, which the Board authorized negotiations. Staff has completed these negotiations and recommends a professional services agreement with BFBS for a total amount of \$22,928.50. **Board action** to authorize the Chairman's signature on the professional architectural and engineering services fee proposal.

**Commissioner Lockley made a motion to authorize the Chairman's signature on the professional architectural and engineering services fee proposal from BFBS in the amount of \$22,928.50. Commissioner Jones seconded the motion.** Attorney Shuler said he would like to review the contract before it is executed. **Commissioner Lockley amended his motion to make this approval contingent upon Attorney Shuler's approval. Commissioner Jones amended his second. Motion carried; 5-0.**

## **County Extension Activities May 2, 2018 – May 15, 2018**

### **General Extension Activities:**

- Extension Director and staff participated in the “Active Shooter” training event at the Apalachicola courthouse on May 11.
- Extension faculty and staff assisted citizens with information and guidance on issues related to nuisance weeds, turf grass liming needs, and setting up a demonstration beehive.

### **Sea Grant Extension:**

- Extension Director attended a national Extension meeting for the Association of Natural Resource Extension Professionals. A poster was presented and two awards were received for recent Extension work. These included a 3<sup>rd</sup> place award for promotional materials created for the sea turtle lighting project and a 1<sup>st</sup> place award for a short publication related to oysters in Apalachicola Bay.
- Participated in weekly conference call to coordinate Sea turtle lighting project work and submitted documentation for a project amendment that will extend the multi-county Dark Skies project until December 2018 (currently scheduled to end in Sept.).
- Extension Director participated in hosting Apalachicola Bay oyster research update meeting on May 10 at the Apalachicola Community Center. Focused on 5-year NFWF research project of studying different densities of shelling material on bay bottom.

### **4-H Youth Development:**

- Three youth from Franklin County spoke at the District Tropicana Speech competition in Liberty County on May 5. All received Honorable Mention ribbons and certificates.
- Registration for 4-H summer camp is currently happening. Response has been great and we are currently maintaining a waiting list, as the allotted spots for Franklin County campers are full at 30 youth.
- Donations for camp scholarships are being accepted to offset our youth’s camp registration costs. Contact the Extension office to make donations at 653-9337.

### **Family Consumer Sciences:**

- Family Nutrition Program (FNP) Assistant teaching scheduled classroom programs in local schools.
- Planning is underway for next year’s FNP program budget and teaching responsibilities.
- FNP Program Assistant hosted District FNP planning meeting in Apalachicola on May 9.

### **Lisa Lance – Library Director**

Mrs. Lance highlighted the events in her report.

- FCPL participated in the Carrabelle Public Safety Extravaganza, Carrabelle Airport, Sat. May 12, from 10:00 – 2:00, Bring Me a Book Franklin partnered with us

Mrs. Lance thanked Commissioner Sanders for stopping by their table.

- FCPL, April 28, The Mobile Mammogram Bus broke down the day before in GA and was not available, 5 agencies still set up and provided vouchers for women who had transportation to other locations
- Computer Classes – Carrabelle Branch April 23 - May 11, two classes weekly. Classes offered: Windows 10 – Intro, Organization/Back-up, Excel – Intro / Formulas, Facebook, Book-a-Geek: One-on-One Tech Instruction, Classes will be offered at both locations in the fall
- Adult Gardening Programs: May Topic: Home Lawns: Keep it Growing and the Neighbors Green with Envy, **Eastpoint, May 15 at 1:30**. June topic: Summer Vegetable Production: Success Under the Sun, June 12 at 1:30, Carrabelle and June 19 at 1:30, Eastpoint
- The Basics of Better Living Program: May Topic: Slow Cooking Basics, **May 18 at 1:30, Eastpoint**. June Topic: Emergency Supply Kits (tips on preparation of kits), June 1 at 1:30, Carrabelle, June 15 at 1:30, Eastpoint (Programs are 1<sup>st</sup> Friday each month at 1:30 and Carrabelle, 3<sup>rd</sup> Friday each month at 1:30 in Eastpoint), July Topic: Strategies for Avoiding Scams and Fraud
- Friday Movie Night in Carrabelle, May 18 at 6:00 pm, Movie Title – Hidden Figures, PG. Movie night will return in August after summer reading programs
- **MSL 2018 Recital, May 24 at 5:00 pm, Eastpoint Library**

Mrs. Lance stated the children have almost completed their 20 week session. She reported they will receive their certificates at this performance. Mrs. Lance said she is amazed at the talent.

- Franklin County Public Libraries will be closed Monday, May 28 for Memorial Day
- Eastpoint – Reader board sign installed at the entrance, great resource for community announcements
- Carrabelle Branch – security camera installation outside
- Teen Book Club, Eastpoint – 1<sup>st</sup> Wednesday's of each month, next meet June 6
- Summer Reading Program: June 13 – July 20. Still accepting contributions for reading challenge awards. Contact the Library Director for more information. The calendar and individual events are listed on the library website and Facebook, calendars are available at the library. There will be no STEAM, Makerspace, or Storytime programs the last week of May (Memorial week) or during June and July

Theme: Libraries Rock (June calendar of events)

- **Wednesday's starting June 13** at Eastpoint, Children's Program, Rockers & Readers, will be at 11:00 am (ages K-6)
- **Friday's starting June 15 at Carrabelle**, Children's Program, Rockers & Readers, will be at 11:00 am (ages K-6)
- Adult program: Author Meet & Greet, Marisella Veiga, will share her memoir and a Cuban Food History Demo, Eastpoint, Wednesday June 13 at 1:00, Carrabelle, Friday June 15 at 1:00
- June 14: Tampa Taiko Drumming, Eastpoint 2:00, Carrabelle 4:00
- June 21: Magician Michael Crosniak, Eastpoint 2:00, Carrabelle 4:00

- Adult program: Herbalist & Healthy Lifestyle Advocate, Denise Williams, will share information and demonstrate how to prepare natural poultices, Eastpoint, Wednesday June 27 at 1:00, Carrabelle, Friday June 29 at 1:00
- June 28: Puppeteer Will Keating, *Wizzle's New Beat*, Eastpoint 1:00, Carrabelle 4:00
- Library website has been updated, is it more user friendly and is easier to view

**General Monthly Calendar of Events:**

- Eastpoint and Carrabelle: Monthly Book Chats, Book Socials, Yoga (4 sessions, Mon-Wed, Fri. in Carrabelle), Yoga (Tuesday's, 1<sup>st</sup> & 3<sup>rd</sup> Friday's – Eastpoint)

Commissioner Jones asked if Music as a Second Language is once a year. Mrs. Lance answered yes, because it is a 20-24 week program. She stated the key sponsorship is by Rock by the Sea so as funds come in they re-vamp the program. Commissioner Jones asked if it normally starts in January or February. Mrs. Lance answered it depends on what time of the year the teachers can work together. She explained they have held it at different times but this time it was in the winter and it worked well and the teachers were able to volunteer. She stated by the end of the year they will know when the next session will be. Chairman Parrish said Mrs. Lance is doing a fine job.

**John Collins (Jason Puckett) – Airport Manager**

Mr. Collins requested approval of a new FDOT grant that provides 100% of the funding and has no county match. Chairman Parrish reported this item is under the RESTORE Coordinator's Report. Mr. Collins stated Mr. Pierce submitted a summary of both of the requests they are making today.

**1- Board action on 2 JPAs for the airport.**

B) Board action on JPA for remarking, electrical improvements, and obstruction removal. This new JPA provides funds to address the marking, lighting, and obstruction deficiencies identified in the most recent airport inspection. This will provide funding to re-mark Runway 18-36 (which is something the pilots and the aviation community want), taxiways, and aprons, relocate the threshold lights on Runway 24, and remove as many trees on airport property as possible. On May 1, Alan had an addendum item where he asked for Board approval for one JPA, and he said a second JPA would be coming to complete the remarking of the runways. This is the second JPA. Board action.

Mr. Collins stated the Board approved the grant to re-apply the airfield markings. He explained when FDOT comes out to do their annual inspection, the markings are identified as being in poor condition and they recommend cleaning and re-marking the airfield. He reported the Board approved the first phase of this grant about 2 months ago and this is the second phase. He went on to say FDOT recognized more funding was required to complete the project so they provided a second grant to finish all the markings on the airfield, fix a couple of deficiencies DOT identified in runway lighting, relocate the lights and remove some trees at the end of the

runways. Mr. Collins stated the first request is to approve the FDOT Grant of about \$359,000 to complete these items. **On motion by Commissioner Jones, seconded by Commissioner Lockley, and by unanimous vote of the board present, it was agreed to approve the FDOT JPA.**

A) Board action on JPA ARG99 Supplemental #2, which modifies the existing Airfield Drainage Improvements grant to add an evaluation of the perimeter fence with recommendations on how to proceed with adding new fence where missing completely, repairing existing fence, and areas that just need to be maintained. The primary goal with this evaluation is to provide the airport with a maintenance plan for the perimeter fence and identify areas where fence is missing completely. The FDOT will not pay to maintain the existing fence but they will pay to add fence where the fence is completely missing. This supplemental JPA also extends the grant expiration date to June 30, 2019. Board action.

Mr. Collins explained there was some money left over at the end of the Airfield Drainage Rehabilitation Project so instead of the county returning the money to FDOT they are renaming the remaining funds in the grant to go towards a fence evaluation and repair project. He explained FDOT and FAA require the airport to have a continuous security fence around the facility so animals do not make their way on to the runways and they keep the airport safe. Mr. Collins stated there is about 5 miles of fence around the airport and this project will evaluate the existing fence line and identify what sections of fence need to be replaced, what sections are missing and what gates are not working properly. He said this will show what they need to do to provide a continuous security fence at the airport. Mr. Collins stated the next step is to provide the funds to construct the improvements. Chairman Parrish stated this is a maintenance issue with the fence at the airport. **On motion by Commissioner Sanders, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to approve JPA ARG99 Supplemental #2.**

Commissioner Jones reported he and Mrs. Whitney Barfield along with some representatives from economic opportunity were out at the airport and he was impressed by what is there so far. He stated staff was there and the people who work there knew what they were doing and at a small airport he considers this to be beneficial for the county. He stated some things may eventually come up that will help and improve the airport. Commissioner Jones thanked Mr. Collins for the work they are doing. Mr. Collins said he will pass those comments on to Centric Aviation, Fixed Base Operator (FBO), because they are doing a good job at the airport.

#### **Public Comments (3-minute time limit)**

Mr. Bert Boldt, a resident of Alligator Point, commented on Section D on the County Coordinator's report in related to Weems Memorial Hospital. He stated while Sacred Heart and TMH are working on their proposals the Commission has an opportunity to obtain some high quality strategic planning advice with regard to where they are moving with health care. He said there is a letter on record dated April 26, 2018 from Health Group West offering an opportunity for a workshop to develop some thoughts and a master plan regarding a health care delivery system beginning with Weems Memorial Hospital and going through the whole



county. Mr. Boldt reported they have an opportunity to develop some parameters and guidelines as they deliberate on the proposals.

**Traci Moses – Superintendent of Schools – Triumph Application & School Resource Officer Funding Discussion**

Superintendent Moses stated their Triumph projects have made it through Round 1. She explained the first project is a partnership between Franklin County Schools and the ABC School for a Science, Technology, Engineering, and Mathematics (STEM) initiative for grades K-8<sup>th</sup>. She reported this application request is for \$720,000 and would help the Franklin County School renovate a classroom to hold STEM classes and help the ABC School acquire a facility because they are out of space. Superintendent Moses said the other proposal is for vocational programs and includes building a facility to house these courses. She stated they have a great partnership with Lively Technical Center this year and are instituting welding classes. She reported they are building a facility which is similar to an outdoor pole barn with cages for welding courses. Superintendent Moses explained they are taking the first steps but know that the funding will take some time to make its way to the county. She asked the Board for a letter of support for this project. She advised the Board she has a draft of their proposal but they are still working to complete the full application. Superintendent Moses stated they are waiting to meet with Mr. Frank Fuller, Economic Strategist, so they can make some projections on job creation and development. She said they feel confident after meeting with Triumph Board members and attending meetings that these projects will get approved so they are asking for the Board's support. Superintendent Moses explained not only will this benefit the students at the school but they will also offer adult night welding classes the second semester and the adults will be able to earn certificates. She stated they are hopeful this will bring in more opportunities for jobs that earn a good wage. Superintendent Moses said if they help the parents with jobs it will help the students. She stated the school is a Title I District and over 85% of students qualify for free or reduced lunches. Superintendent Moses stated their timeline to turn the full application into the Triumph Board is August 1<sup>st</sup>. She requested a letter of support for their projects. She presented a copy of their projects and also discussed funding received this year for school resource officers (SRO's) from the Marjory Stoneman Douglas Public Safety Act. Superintendent Moses reported the County has been gracious in paying 100% of the salaries for the SRO's and last year they paid a portion of the salary. She stated this year they are prepared to offer 10 months' salary for 2 SRO'S and to pay for their FICA, Medicaid and FRS retirement. She said these individuals will still be employed by the Sheriff but they will report to the schools. She thanked the Board for their support in keeping the schools safe and secure and said they are glad to be able to give money back to the county this year to pay for these services in the school. She stated the Board has a draft of the agreement they have worked on but they are still finalizing some items. She introduced Ms. Shannon Venable, Director of Financial Services for Franklin County School, and said she will explain the funding they are receiving. Chairman Parrish asked the Board to address the letter of support for the Triumph projects. He said he worked hard with the Superintendent and the Triumph Board as they support STEM projects and the other application for training. He explained not all kids are

bound for college so they need skills to make a decent wage. **Commissioner Jones made a motion to approve a letter of support. Commissioner Lockley seconded the motion.**

Commissioner Sanders asked what the total amount of the allocation is they are seeking from the Triumph Board. Superintendent Moses stated for the vocational training they must build a facility to house three separate courses and they are hoping to add building trades which will start with HVAC, plumbing and electrical. She explained their end goal would be for the students to have part in building some houses. Superintendent Moses said housing is a big issue in attracting teachers to the area and one of the reasons they cannot retain qualified staff. She stated contractors are turning down work because they do not have a qualified work force so if they can get the students trained then they can go right into the work force.

Superintendent Moses said the amount they are requesting for the vocational program is \$2,955,700.00 and the total for both projects is \$3,675,700.00. She explained the facility will also benefit adults as they can take night classes without having to travel to Lively Technical Center. Commissioner Lockley asked if this program has an age limit. Superintendent Moses stated it will be students only during the day and adults will attend at night but there are no age limitations on the courses. She reported Workforce has a lot of money to help people with tuition and the cost of getting an education. She explained the Lively Technical staff will work with the community on grants and scholarship opportunities. Commissioner Sanders said she supports them on everything they do but they are limited on the money that is coming into the county. She explained Mr. Alan Pierce, RESTORE Coordinator said he was trying to limit the amount to \$2 million and may have discussed it with her. Superintendent Moses verified he talked with her but said she explained in order to build a facility they would need more than \$2 million. Commissioner Sanders stated she is not against it. Superintendent Moses said they already have architectural plans in place for a multi-purpose building on site and they are using those plans to save money. She reported they also worked with Lively Technical on the square footage for the three different programs. She said the programs that will be housed in that building will be the building trades, welding and then they will add culinary arts. She stated they are partnering with Gulf Coast State College on a culinary arts program and the students are earning post secondary credits for this program as well as certifications. Superintendent Moses reported they have started the medical academy and when students finish this program they will graduate as a Certified Nursing Assistant (CAN) which will give them a head start in nursing or any medical field. She stated they are working hard to get more vocational opportunities and also meeting the needs of the students that are college bound. She informed the Board they had 7 students graduate from Gulf Coast State College last Friday before they graduated from high school. She reported there were only 22 students out of Bay County, Franklin County and Gulf County that accomplished this and Franklin County had 7 of these students. She reminded the Board there are less than 60 students in the senior class. **Motion carried; 5-0.** Superintendent Moses said she would like Ms. Venable to explain about the money they are receiving from Safe Schools. She thanked the Board for their support and said it has been 5 years since the school contributed to the SRO's and they are grateful they can give back to the county. Ms. Venable said the state allocation for Safe Schools for Franklin County is \$307,226.00 and out of that allocation the ABC Charter School gets \$82,613.00 and Franklin County School gets \$224,613.00. She reported in the past as a district the total amount

received was \$80,000-\$90,000 so this is a large increase that they are very happy to share as it has been several years since they have had the opportunity. Superintendent Moses asked Ms. Venable to explain what they have to purchase out of this money. Ms. Venable stated the Florida Department of Education lists specific requirements for spending the funds. She said the funds can be spent on school resource officers, school safety specialists within the district and instructional programs such as bullying or suicide prevention. She said this is a spend it or lose it situation and if it is not spent on the correct allocation then it must be paid back.

Chairman Parrish explained most of the increase in the allocation is due to a legislative appropriation for all schools after the Parkland Shooting and they understand and want the students to be safe. He asked how many resource officers will be at the consolidated school and how many will be at the ABC School. Superintendent Moses answered there are currently 2 at the consolidated school and 1 is being moved to the Franklin Learning Center which houses alternative education students and will house the pre-K students next year. She explained the Brown Elementary campus will serve 3 functions as the district administrative offices, the pre-K program and the middle school and high school alternative will also there. She said there will be quite a few students there so they will have 1 SRO there. Superintendent Moses reported they are required to have 1 SRO for every 1,000 students and 1 on every school campus.

Chairman Parrish reported there will be 3 SRO's in 3 different locations. Superintendent Moses said that is correct. Chairman Parrish said the public school system will fund these SRO's for 10 months of the year and the Sheriff will fund the positions for 2 months. Superintendent Moses said the county has funded these positions for a long time and with this allocation they want to make sure the school district is paying for the services they are getting. She stated they feel like 1 SRO at each campus is sufficient. She reported they may also have a school safety officer that will be employed through the school district. Superintendent Moses explained there is also another mandate under S.B. 7026 that they have a district safety specialist and they currently do not have anyone over school safety so this position will be created. She reported they are working with the School Board to determine what is best for the district. Superintendent Moses stated there will be an additional person over security and that person must complete security risk assessments and follow requirements being sent from the Department of Education to keep the campuses secure. Commissioner Lockley asked if they have a summer session at the school. Superintendent Moses said there is summer school in June but there are a much smaller number of students and they are not legally required to have an SRO on the campus at that time. Clerk Johnson said Mrs. Erin Griffith, Assistant Finance Director, is present and has met with Superintendent Moses and Ms. Venable and the only thing they ask is that the money the School Board provides for these officers comes to the county not the Sheriff because the county is fully funding the SRO positions in the Sheriff's budget. Chairman Parrish said it will act as a reimbursement. Clerk Johnson explained the county will use these funds as a source of revenue for the Sheriff's budget. She asked Mrs. Griffith if she has any comments. Mrs. Griffith said the county entirely funds the budget of the Sheriff. Mr. Moron stated a few months ago this issue came up when the Sheriff's Department needed to keep some money and his finance office is aware in the future either his budget will be reduced by the amount or the reimbursement will come back to the county. Chairman Parrish said it is less complicated to reimburse the county. Superintendent Moses stated if the Finance Department will work

with them they will be glad to comply with however the county would like to be reimbursed. Mr. Moron reported Attorney Shuler will have to help with a Memorandum of Understanding (MOU) or Memorandum of Agreement (MOA). Superintendent Moses stated they are currently working on this and have a draft form of an SRD agreement that they have worked on with the Sheriff and his finance staff. She said she is hoping to have this finalized at the School Board meeting on May 30<sup>th</sup>. Mr. Moron asked her to email him or Attorney Shuler a copy of this draft. Sheriff Smith stated as long as it is understood that currently the deputies that are in the school are being funded from his budget and as long as they are made whole then the deputies can go back to the school at the start of the new school year. He went on to say these are officers they have pulled out of patrol to work inside the schools so their patrol is short but the schools have their deputies. He explained they need to make sure they get the money to staff back up and that their staff can provide the service to the public. Mr. Moron said they will clarify this at the budget workshops.

#### **Amy Ham-Kelly – Board of Adjustment – Report**

Mr. Moron stated the Board of Adjustment did not have a quorum.

#### **Amy Ham-Kelly – Planning & Zoning – Report**

Mr. Moron reported the Planning & Zoning Commission did not have a quorum.

#### **Sarah Hinds – Department of Health – New Administrator Discussion**

Ms. Marsha Lindeman, Administrator for the Department of Health for Gulf County and Franklin County, appeared before the Board and introduced Ms. Sarah Hinds, Assistant Director for Gulf County and Franklin County. Ms. Lindeman informed the Board her husband is retiring and they are relocating back to Tallahassee. She stated she will continue a little longer as the Statewide Public Health Nursing Director. Ms. Lindeman discussed the talent at the two rural coastal health departments and said most of these people are present today. She reported she is here on behalf of the Department of Health to present the direct appointment by the State Surgeon General of Ms. Sarah Hinds to be the next Administrator and Health Officer for the Franklin County Health Department. She referenced Florida Statute 154.04 that states the Florida Department of Health will seek the concurrence from the County Commission when selecting a permanent health officer. Ms. Lindeman reported Ms. Hinds has worked in Gulf County for almost 10 years and has provided leadership roles for Gulf County and Franklin County for most of the 10 years. She pointed out for the last year Ms. Hinds has been the Assistant Director. Ms. Lindeman discussed the leadership skills of Ms. Hinds and said in 2015 she received her Master's Degree in Public Health from the University of South Florida. Ms. Hinds stated in public health their mission is to promote, protect and improve the health of all the people of Florida. Ms. Hinds said it has been an honor to work with the amazing Health Department team and she is committed to meeting the needs of Franklin County residents. She thanked the Board for their support and stated she is happy to serve. Mrs. Lindeman requested

the Board's support on the appointment of Ms. Hinds as the new Administrator and Health Officer for the Florida Department of Health in Franklin County. **Commissioner Lockley made a motion to concur with the appointment of Ms. Hinds. Commissioner Massey seconded the motion.** Mr. Moron reported the Board also received letters of support from Ms. Helen Cook and Mr. David Walker. **Motion carried; 5-0.**

**The meeting recessed at 9:50 a.m.**

**The meeting reconvened at 10:03 a.m.**

Chairman Parrish said the Board of Adjustment and Planning & Zoning meetings are being rescheduled due to the lack of a quorum. Mr. Moron stated everything is being forwarded to next months' meeting unless the Board wants to reschedule for this month. Chairman Parrish said he does not know what is on their agenda. Mr. Moron reported their normal procedure is to forward everything to the next months' meeting unless there is something that must be addressed. Chairman Parrish stated the Board of Adjustment is not missing appointments but the Planning & Zoning Commission has some vacant seats. Mr. Moron explained they call the members the day before the meeting and there was a quorum so this was just unfortunate. Chairman Parrish asked Mr. Moron to provide information to the Board about the vacant seats so they can try to fill the vacancies. Mr. Moron agreed to send this information to the Board.

#### **Curt Blair – TDC – Report**

Mr. Blair offered his report, as follows:

##### **Numbers : (Attached)**

- Collections – Numbers included on this report are through February 2018. Despite minor changes from month to month, we are essentially running even with collections as compared to last year.

##### **Hospitality Training:**

This morning we are running our annual Hospitality Training Class at the Eastpoint Fire Station. This year we have a full class of 20 signed up for the program.

Mr. Blair thanked the Eastpoint Fire Department for making the facility available for this training. Chairman Parrish applauded TDC for continuing the hospitality program. He stated they started the program 2-3 years ago and it has been a full class each year. He said it is beneficial to training the workers and taking care of the tourists when they visit. Chairman Parrish asked Mr. Blair to notify the TDC Board of how beneficial they think this program is. Mr. Blair agreed and said they get a good response from the lodging providers also.

##### **Scholarship:**

Our Board is happy to report that the TDC will be awarding two \$500 scholarships to students at the Franklin County High School. Recipients include Ethan Jared Moses and Shazmine Windham.

Mr. Blair reported both of these individuals are looking to forward their education and the TDC Board was impressed with both of them. He stated the awards are being made later this week.

**Airports:**

If you travel through either the Panama City or Tallahassee airports you will notice that we have changed the digital signs we have in the baggage areas. This update reflects our new web site and modifications to our brand. We think you will like them.

**Vendor Request for Qualifications: (Attached)**

Attached you will find the finished Request for Proposals prepared by the County Attorney and reviewed by the TDC. The TDC Board recommends that in addition to advertising these Requests locally, you also provide them to the Florida Association of Counties and the Apalachee Regional Planning Council for inclusion in their distribution mechanisms. In all there are five (5) RFQs that include: Administrative Services; Web and Internet Services; Print Media Services; Local Television Air Time and Video Production; and Local Radio Advertising.

Finally, you will find attached a timeline that, if you approve these for advertising today, should result in a group of recommended proposals for you to consider at your August 7, Commission meeting.

The process that is envisioned in these documents includes advertising the openings for three weeks; submission of proposals by June 29; review and ranking of proposals by the TDC Board and submission of the top three (3) ranked contenders in each category to you at your August 7 meeting. The procedures in these RFQs include strict provisions against lobbying and contact with you and TDC Board members by applicants.

Mr. Blair said the TDC Board will submit the number of recommendations this Board wants. Chairman Parrish asked how many recommendations the Board would like. Commissioner Sanders said the TDC Board has always made a recommendation of the top three on the vendor contracts. She stated they start negotiations with the top one and then if that does not work out they move on to the next one and if that does not work out then they move to number three. Commissioner Sanders said she likes it this way and it has been done since the creation of the TDC Board. Commissioner Jones agreed but said before they get to the final he would like to see the Board stagger these contracts. He said he would like to get away from doing all of these at the same time even though he knows it cannot be done this time. He suggested they set it up for next time. Commissioner Jones reported he would like to stagger the vendor contracts from the administrator's contract. He said they could still be 2 year contracts but staggered similar to the Commissioners' appointments. Commissioner Sanders stated there was some talk about that at the TDC meeting and some members were concerned if you limit all the vendors to 2 years and have a big turnover then you may not have someone who knows what is going on. She said it would be better to have a 4 year period and stagger the contracts. Commissioner Lockley questioned if the contracts are for 2 years now. Mr. Blair agreed all the contracts before the Board are for 2 year periods. He explained if the Board wanted to start alternating the contracts then they could renew the vendors for another year but the TDC Board felt this Board should make the decision. Chairman Parrish said the Board is going to proceed as they have been going this year but could identify next year the vendors they want to have longer contracts. He stated the timeline they have prepared will work and they will have

everything in place when the budget starts on October 1<sup>st</sup>. Commissioner Sanders explained like Chairman Parrish said previously the people that are doing their jobs do not need to worry. She reported she would like to know that this Board has an understanding that they cannot do these contracts the same way and need to stagger the contracts so they do not lose the institutional knowledge they have with the TDC. Chairman Parrish said he agrees but does not want to stall the process they are in. He asked if the Board wants the TDC Board to make a recommendation. Commissioner Jones agreed with the suggestion Commissioner Sanders made. Chairman Parrish questioned if it is just the administrator's contract or all the contracts that the Board members cannot enter into a conversation with the parties. Attorney Shuler answered all of the contracts. Mr. Blair pointed out they cannot have conversations as it relates to this process but they may have to talk to the parties about other things. Chairman Parrish agreed with Commissioner Sanders' recommendation to rank the firms and then try to negotiate with the first one except for the administrator's contract. He suggested the TDC Board provide the top three candidates for administrator to this Board and then the Board schedule all three for the interview process. Mr. Blair said his understanding is the TDC Board will rank the administrators and send without the ranking the top three to this Board. Chairman Parrish agreed the Board will look at the resumes and then make a decision. Mr. Blair questioned if the Board would like to interview these 3 people at the Board meeting. Chairman Parrish said he thinks this is the proper procedure. **Commissioner Sanders made a motion that the three top administrative applicants will come from the TDC to this Board and this Board will interview them and this Board will decide who will be hired and the ranking of the vendors' contracts will be 1, 2, 3 by the TDC with that recommendation coming to this Board. Commissioner Massey seconded the motion.** Chairman Parrish asked if Attorney Shuler prepared the RFQ's. Attorney Shuler answered yes but he will have to amend the administrative one. He explained the first advertisement cannot go to the newspaper until next Thursday and it will tell applicants to pick up the RFQ package from Mr. Moron or download it from the county's website. He reported the changes made today will be made before the advertisements are published next Thursday. Chairman Parrish asked if this will put this process behind. Attorney Shuler answered no, they will stay with the same timeline. Commissioner Sanders said there was also some discussion at the TDC meeting about the requirement of advertising in a newspaper of general circulation. Attorney Shuler stated he understands the TDC Board made a decision to advertise more broadly than that but he was not at the meeting. Commissioner Sanders said they did and she suggested the Florida Association of Counties (FAC) website but this is not a county department. Attorney Shuler reported the local newspaper will meet the requirement. Chairman Parrish asked if they want the FAC and the ARPC inclusion. Mr. Blair said they all have distribution mechanisms especially the FAC that could get the advertisement around the state. Commissioner Sanders reported Attorney Shuler can just send the advertisement to the FAC and the ARPC. **Motion carried; 5-0.**

#### **Meetings:**

The next TDC Board meeting will be held on Wednesday June 13, 2018 at 2:00 P.M. at the Eastpoint Visitor Center.

The TDC will schedule a special Board meeting to review proposals submitted in response to the Vendor RFQs on Wednesday July 18, 2018 at 2:00 P.M. at the Eastpoint Visitor

Center.

A special Board meeting will also be scheduled (if necessary) for Wednesday July 25, 2018 at 2:00 P.M. at the Eastpoint Visitor Center in the event that more time is needed for reviewing RFQ responses.

Mr. Blair said last year the Apalachicola Chamber of Commerce agreed to oversee the St. George Island Visitors' Center and some repairs were approved. He explained Mr. John Soloman, Apalachicola Bay Chamber of Commerce, had an electrical problem at the St. George Island Visitors' Center and arranged to have it fixed. Mr. Blair said it was an emergency and he told him it was okay to get it fixed. Mr. Blair reported the invoice is in the Board's packet and the TDC Board approved it at the last meeting. He said the invoice was \$300 and Cates Electric did the work. **Commissioner Lockley made a motion to approve the \$300 expenditure to fix the electrical issue at the St. George Island Visitors' Center. Commissioner Massey seconded the motion.** Mr. Moron explained this is a county building so in the future Mr. Soloman needs to let the county know and they will address the issue. He explained that will be easier for bookkeeping purposes for the Finance Office. Mr. Blair said he talked with Mrs. Linda Phillips, Finance Director, yesterday and there was not a procedure in place for dealing with maintenance issues. Mr. Moron reported in the future they can call him. Clerk Johnson explained the county is reimbursing the Chamber but the bill should have come straight to the county as this is a county building. Chairman Parrish asked Mr. Moron to get with Mr. Soloman so he knows the protocol. Commissioner Lockley asked if they should have called the maintenance man. Mr. Moron said that is how they will handle it. **Motion carried; 5-0.**

#### **Marcia M. Johnson – Clerk of Courts – Report**

Clerk Johnson did not have a report.

#### **Whitney Barfield (Alan Pierce) – RESTORE Coordinator – Report**

1- A) This item was addressed by Mr. Collins earlier in the meeting.

B) The Board handled this item earlier in the meeting.

2- Inform the Board that Alan had numerous phone calls with FEMA representatives on Friday, May 4, and FEMA appears to be diligently working to get the PW (PW 228) for Alligator Drive approved. In those discussions it was agreed that FEMA would separate out the emergency work that the county has already done fixing the road, and include funding for the traffic signals that the county has already been paying for since last year, and allow the county to get reimbursed for those items now. Alan signed Pam's name to this new PW and a copy is in the Board packet. The new PW for Category B work (temporary work) does not have a PW number yet, but the value of the temporary work is \$147,601.54.

Commissioner Sanders asked about the status of PW 228 for Alligator Point Road. Mrs. Barfield said Mr. Pierce will have to contact her about the status when he returns. Chairman Parrish



stated the money that has been taken out of the Bald Point Trust Fund for the temporary traffic lights will be reimbursed.

3- Mr. Grey Dodge, DEO Policy director, provided Alan with the following response on why only the eastern part of the county was designated an Opportunity Zone. "DEO's economists used a combination of data and project requests to determine the zones. A statistical model was created using census tract data and other economic indicators, such as poverty level, unemployment rates and population density. DEO used a proportional method of nominating tracts so that every county received at least one census tract nomination.

Franklin County was designated to receive one Opportunity Zone nomination. Of the two eligible low-income census tracts in Franklin County, the tract that was nominated has a substantially higher unemployment rate and a higher poverty rate. Nominating areas that are more economically distressed as Opportunity Zones will lead to a greater positive impact on the area.

Mr. Moron read the following item from this report:

11. Based on Mr. Pierce's inquiry to the Department of Economic Opportunity (DEO), as directed by this Board, as to why the eastern end of the County was the only area to receive the Governor's Qualified Opportunity Zone, I received an email from Mr. Grey Dodge of DEO. This email offered the County an opportunity to switch that designation from the nominated census track on the eastern end of the County to a census track in the middle of the County, unfortunately the deadline for this request was at the end of business day on Thursday May 10<sup>th</sup>. After conferring with each of you individually and getting a clear indication of what area this central census track covered from our County Planner, Mr. Curenton, I sent a letter to DEO requesting this change from the eastern track of the County to the central track. Mr. Dodge indicated in his email that the County's western census track was not eligible for the designation. **Board action** ratifying the Chairman's signature on this letter.

Mr. Moron reported everyone was hoping this designation would help the airport in but it will not. Mr. Moron requested Board action to ratify the Chairman's signature on this letter as he had to meet the May 10<sup>th</sup> deadline. **Commissioner Sanders made a motion to ratify the Chairman's signature on this letter. Commissioner Massey seconded the motion.**

Commissioner Sanders said she is upset about this. Commissioner Lockley stated the whole county is in the same situation and he does not understand why they are separating it into three different parts. He said people are unemployed all over the county. Commissioner Sanders clarified that Mr. Dodge said the area from Carrabelle to Eastpoint is not eligible or is eligible. Mr. Moron said the western end of the county is not eligible. He stated they switched to the area from Carrabelle to Eastpoint. Commissioner Sanders said he agreed to that area. Mr. Moron explained the area is eligible. Commissioner Sanders reported she wants it out of the eastern part as they do not have much land that is private land where you can build something. Mr. Moron stated Green Steel at the Carrabelle Airport is now in the zone and was not before. Commissioner Sanders reported she was worried because many years ago this

Board designated an area and Eastpoint was going to be one of the commercial districts of the county. She pointed out the eastern side of the county has the retirees and second home owners. Commissioner Sanders stated if they did it by the census tract then some of the numbers were wrong. She said she challenged Washington D.C. many years ago and won because they gave her the population of Gulf County and gave Gulf County no population. Commissioner Sanders stated she is glad to see it where it is but she wishes it would go to the airport. Commissioner Jones reported his biggest concern about moving was making sure the Carrabelle Airport and Green Steel would be included as you cannot tell exactly where the lines are. **Motion carried; 5-0.**

4- Attached to this report are the latest landings from all aquaculture leases in Franklin and Wakulla counties. These figures were generated by DACS, and Alan received them last week. The leases for Franklin County would be the Alligator Harbor lease area. The data shows that there are currently some non-productive leases. And, the columns of clams or oysters harvested do not indicate pounds, but the number of individual oysters or clams harvested.

#### **Public Hearing – Land Use & Rezoning – FSU Real Estate Foundation**

Mrs. Kelley read the request as follows:

Consideration of a request for a Land Use Change from Commercial to Public Facilities and Re-Zoning from Summer Camp PUD-Commercial to Z-1 Public Facilities on property described as Tract D, Summer Camp West, Phase 1A & B, St. Teresa, Franklin County, Florida. Request submitted by Jeff Stauffer, agent for Florida State University Real Estate Foundation, Inc.

Mrs. Amy Kelley presented a map of the area. Chairman Parrish called for public comment. There was no public comment. Commissioner Sanders said this is part of the commercial district of Summer Camp and they decided they could not make anything of it so she likes the idea of public utilities. **On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to adopt the Ordinance approving the land use change from Mixed Use Residential to Public Facilities.**

Mrs. Kelly presented the rezoning request and said this will go from the Summer Camp PUD Commercial to Z-1 Public Facilities. Chairman Parrish asked for public comment. There was no public comment. **On motion by Commissioner Sanders, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to adopt the Ordinance approving the rezoning from Summer Camp PUD Commercial to Z-1 Public Facilities.**

Mrs. Kelley said Mr. Moron asked her to get the rosters for the Board of Adjustment and the Planning & Zoning Commission and she provided a copy for each Commissioner. She stated there are two alternate vacancies on the Board of Adjustment. She explained Mr. Gil Autry, Board of Adjustment Member, does not attend as often because of work and his health. She said Mr. Joe Hambrose, Board of Adjustment, also has some health issues. Mrs. Kelley said

some alternates are needed for the Board of Adjustment. Chairman Parrish stated the Board needs to know if Mr. Autry is not able to participate so they can appoint another member. Mrs. Kelley agreed to contact Mr. Autry. Mrs. Kelley reported the vacancies on the Planning & Zoning Commission are at large, real estate, seafood dealer, science and an alternate position. Chairman Parrish requested Mrs. Kelley send this to their IPADS so they can review it. He said they will work to fill these positions so the public is not delayed. He stated he is not in favor of bypassing the protocols and procedures that have been put in place and bringing these items straight to this Board. Commissioner Lockley suggested giving them some incentive such as buying their gasoline.

### **Michael Morón – County Coordinator – Report**

Mr. Moron read his report, as follows:

1. Weems Report
  - a. This item was addressed earlier in the meeting.
  - b. Mr. Moron handled this item at the beginning of the meeting.
  - c. As of Monday, May 14<sup>th</sup> the cash balance in the operating account is \$194,070. The cash balance in the Money Market (savings) account remains at \$753,064.
  - d. Both Sacred Heart and TMH are still working on their response to the request for additional information regarding their proposals.
  - e. Lifeguard EMS representatives would like to meet with you, individually, on Wednesday May 30<sup>th</sup> to discuss EMS services. Let me know your availability for that day.
  - f. I will be attending a “Town Hall” style meeting at Weems tomorrow at 9 am. This meeting will allow me to provide accurate information to the employees regarding the Sacred Heart and TMH proposals, the CEO change, and respond to some of their other questions and concerns.

Mr. Moron reported there is a lot of misinformation on social media and he would like a chance to speak directly to the employees at Weems Memorial Hospital and straighten out as much as possible. Commissioner Lockley agreed he is getting calls about rumors and he thinks the employees need to do their work and stop worrying about rumors. Chairman Parrish reported about a year ago he made the comment if you are doing your job then you will probably have a job but if you are not doing your job then you may need to look for a job. He stated some of these issues start on social media. Commissioner Lockley said if they find out who is doing this they should reprimand them and the next time they should walk them out the door. Commissioner Sanders stated Mr. Moron is the Chairman of the Hospital Board and he has certain rights and privileges and if he feels like this needs to be addressed then he can address it. Mr. Moron said he likes to keep the Board informed of what he is doing. Commissioner Jones stated he would like to see the Board entertain an internet, cell phone use and social

media policy especially as it affects the county they are working for. He explained the worst thing they can do is do nothing about it. He asked what will happen if someone does respond to a post because there is nothing in place. Commissioner Jones asked what the Board can do about some kind of temporary emergency help for EMS. He stated the county cannot continue to have days where there is one ambulance in the county. Commissioner Sanders said based on the \$750,000 in funding that is being provided, they are supposed to have three advanced life support (ALS) units running in the county. Mr. Moron agreed that is correct based on the funding. Commissioner Sanders stated the Board was told if they give \$750,000 per year instead of the previous amount of \$505,000 then there will be three ALS units running in the county. She reported she knows the situation Commissioner Jones is talking about and she is mad about it and she thinks all the Commissioners are. Commissioner Sanders said they need to request the records of the ambulances and ambulance reports and they want to see where they were. Mr. Moron asked if they are both referring to the incident over the weekend. They both answered yes. Commissioner Massey said Mr. Moron may have been lied to. Chairman Parrish stated in his conversations with the new CEO a lot of the conversations were directed at that and if it is not run right then the employees are under his direction. He explained they cannot go back but he reiterated that anything under the umbrella of the hospital is the responsibility of the CEO. He said the CEO agreed and he thinks he will be more vigilant in taking care of these issues. Commissioner Sanders agreed and said her conversation with the CEO was the same. She reported a certain employee told the administrative director certain things and they need to check them out and if it is not true then it needs to be passed on to the CEO. Commissioner Massey stated if the person lied to Mr. Moron then he needs to be let go. Commissioner Lockley agreed and said you do not play with someone's life like that. Commissioner Sanders stated there is nothing more important than the safety and welfare of the people of the county. She reported she has a problem with this and they cannot go back but the CEO needs to know what is going on. She said the most important thing is the county staff is being lied to and that cannot be tolerated at any level. Commissioner Jones stated the CEO does not start for a week and he cannot fix the EMS problem in the first 2-3 days so in between if the Board does not take some action to alleviate the problem then there will still be days when only one ambulance is in the county. He explained with only one ambulance they cannot transfer anyone out. Chairman Parrish asked what action Commissioner Jones wants to take. Commissioner Jones said he is not sure but questioned if they can bypass their bid policy. He stated it will be three weeks before the Board meets again. Mr. Moron explained the problem is getting an accurate roster to determine how many paramedics are on the schedule. He said he will get this number and then discuss it with each Commissioner and if they need to have an emergency meeting then they will have one. He reported he needs to know how many paramedics are on duty because he was told they had an ALS and a basic life support (BLS) ambulance and then heard from hospital staff there was only one BLS unit. Mr. Moron agreed to find out what is happening and report individually to each Commissioner. He reported the Chairman will let him know if they want to call a meeting. Commissioner Lockley said this could have been resolved but they want to split the money. He stated people need to do their job and not dip into other jobs. Chairman Parrish asked Mr. Moron to address this at the town hall meeting and get back with him if they need to have an emergency meeting. He explained he is

not sure what action the Board should take so Mr. Moron needs to bring suggestions on how to rectify the situation. Mr. Moron stated after the town hall meeting he will get some answers and report back to the Board. Commissioner Massey stated they are not trying to hurt anyone at the hospital but are trying to enhance things and get it running right.

2. At your May 1<sup>st</sup> meeting I was directed to contact your department directors and Constitutional Officers to discuss any new equipment /additional funds that would increase their request for the upcoming 2018-2019 budget and have them appear today to discuss any proposed increases. To allow them adequate time to make that determination, I requested that they appear at your June 5<sup>th</sup> meeting to discuss any justifiable increases included on their budget forms. The budget forms are due to the Finance Office by June 1<sup>st</sup> and justifiable increases may or may not proceed after discussions on June 5<sup>th</sup>. The Board will not approve any requests mid-year for new equipment / additional funds if not covered during the budget process.

Mr. Moron said this is a onetime shot and then there will be no more requests in the middle of the year.

3. The Board, at your May 1<sup>st</sup> meeting, opened bids for the Gulf Shore Blvd. Relocation project. Dewberry, after reviewing all of the bids, states that Pigott Asphalt and Sitework, LLC is the apparent low bidder (tabulation attached). However, Dewberry also states that their letter from FDOT listing their approved work classes, hot plant mix-bituminous course was not listed, which is a requirement in the instruction to the bidders. Mr. Clay Kennedy of Dewberry spoke to Ms. Holly Duggar of Pigott who informed him that they have applied to be recertified by FDOT, and that the hot plant mix-bituminous course was added. She also stated that they would be purchasing the asphalt from CWR or Peavey. Pigott is waiting for their approval letter from FDOT and will forward a copy to the Board as soon as they get it. Clay Kennedy also spoke to Alan Autry of FDOT who confirmed that Pigott applied for the hot-plant mix-bituminous course last year but was denied because they could not demonstrate sufficient experience in that type of work typically required by the department. Mr. Autry also confirmed that Pigott has applied for hot plant mix-bituminous course again this year but because their application was currently in review he could not say whether they would meet the requirements. Knowing this information, is the Board willing to waive this requirement? **Board discussion/action.**

Commissioner Sanders responded no. Chairman Parrish also replied no. He asked Mr. Clay Kennedy, Dewberry, to come forward and address the Board. Chairman Parrish said the bid process required the DOT certification. Mr. Kennedy answered yes. Chairman Parrish said the company does not have the certification and he does not care if they get it later because they should not have bid on this project if they did not have it. He pointed out their bid is much lower and they did not have the proper paperwork. Mr. Kennedy clarified this bid is about

\$60,000 below the next bidder. Chairman Parrish reported the company does not have the credentials and he is not willing to waive them. Commissioner Sanders stated she is not willing to waive it either. Chairman Parrish said he is also not willing to wait. **Commissioner Lockley made a motion to take them out of the bid.** Chairman Parrish asked if the only way to do this is to re-bid. Attorney Shuler advised the Board they have the authority to waive non material defects in bids but if the bidder lacks the qualifications then they are disqualified and the Board cannot waive that. **The motion failed for lack of a second.** Commissioner Sanders stated this is the Gulf Shore Blvd. project and she is the Commissioner of that district and she thinks this project should be re-bid. Attorney Shuler asked if there is a second qualified bid. Mr. Kennedy answered yes; but said they will do whatever the Board wants to do. Attorney Shuler reported the Board has the discretion to reject all bids and re-advertise or go to the next lowest and qualified bidder. Mr. Moron said his only concern is the timeline with the FEMA funding and if the county could be penalized. Mr. Kennedy replied he does not know with Mr. Pierce's absence if there were any timeframes attached to the Project Worksheet (PW) for the repair. Commissioner Sanders said the county cannot wait so they should check and see if they need an extension and if so then they should go for the extension. **Commissioner Sanders made a motion to reject all bids and go out and re-bid the Gulf Shore Blvd. Project and if staff finds out that an extension needs to be filed this Board gives them authority to file the extension in Mr. Pierce's absence. Commissioner Jones seconded the motion.** Chairman Parrish said he agrees with this action and does not understand why people bid when it is clear in the bid package what is required. He stated when the bid is that far below the nearest bidder he is concerned about the quality of the work. Commissioner Lockley questioned what will happen if they re-bid and still do not have the qualifications. Attorney Shuler stated they will be rejected as they are not a qualified bidder. Commissioner Sanders said she is not going to do anything to jeopardize this project and they have waited a long time for the Gulf Shore Blvd. project but they want to do it right. **Motion carried; 5-0.**

4. There are two change orders for Roberts and Roberts that require Board approval.
  - a. The first is for the Georgia Street paving project. Mr. Clay Kennedy of Dewberry has finally received the approved permits and drawings for this project from FDOT. This Change Order will be paid from District 2 paving funds. **Board action.**

**On motion by Commissioner Sanders, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to approve this change order.**

- b. The second change order is to repaint crosswalks on St. George Island. Commissioner Jones has received numerous complaints of the faded crosswalks that create a safety issue. He would like the crosswalks repainted before the start of the busy tourists' season. This Change Order will be paid from District 1 paving funds. **Board action.**

Chairman Parrish asked if Roberts & Roberts will also do this work. Mr. Moron answered yes, while they are here. **On motion by Commissioner Lockley, seconded by Commissioner**

**Sanders, and by unanimous vote of the Board present, it was agreed to approve this change order.**

5. This item was addressed at the beginning of the meeting.
6. The County is ready to proceed with advertising RFPs for repairs to Indian Creek and Timber Island docks. Since these are small projects, is the Board willing to waive the bonding requirements for these projects? **Board discussion/action.**

Mr. Moron explained waiving the bond requirements allows small local companies to bid. He went on to say if the Board does not waive this requirement then they will need bigger companies that can bond to bid on small jobs and sometimes the county does not receive any bids. Chairman Parrish asked if the county will get a written guarantee as opposed to a bond. Attorney Shuler questioned what bond the county is being asked to waive. Mr. Kennedy answered the bid bond. He explained they did not know if there were certain companies here that could not get bonded but were qualified and the Board wanted them to have the opportunity to bid on these projects. He reported the projects are small and one should be around \$50,000 and the other one should be around \$30,000. Commissioner Jones said some of the docks at Indian Creek have already been repaired. Mr. Kennedy said there is one dock between the boat ramp and the canal and it was destroyed and is a FEMA repair. Mr. Moron stated he will show Commissioner Jones the location. Attorney Shuler asked if these are 5% bonds. Mr. Kennedy answered yes. Commissioner Lockley said he would like to see the little companies get the project because when the big companies have a lot of work they do not bid on these jobs. Attorney Shuler explained he understands about the formal bond through an insurance company but the Board has also allowed companies to provide, in lieu of a bond, a cashier's check in the amount of 5% of the bid to guarantee the bid. He stated the county holds onto this check so there is a mechanism in place to provide relief for the small companies as opposed to waiving the requirement. He reported waiving the bid bond is at the Board's discretion. Mr. Moron asked if they can do either/or. Attorney Shuler said they need to require the 5% bid bond in the form of a cashier's check. Commissioner Lockley said they will do the job right if the county is holding the check. Attorney Shuler stated this is for a bid bond to make sure they stick to their bid and the performance bond is another issue. Commissioner Jones asked if there is a reason they are doing a RFP versus an RFQ. Mr. Moron said they wanted a number and RFQ's would have to be reviewed. Commissioner Jones discussed the location of the dock. **Commissioner Jones made a motion to approve a 5% cash bond in the form of a cashier's check.** Chairman Parrish said this will make sure the dock is built correctly. Attorney Shuler explained this is a bid bond and when the project is awarded then they will talk about having a performance bond. **Commissioner Sanders seconded the motion.** Commissioner Lockley asked if they can keep both bonds until the end of the project. Attorney Shuler explained when the project is awarded they can build that into the written contract with the successful bidder. Commissioner Lockley said he would like to see it added that the county keeps both until the end of the project so they make sure the work is done right. Attorney Shuler agreed they will do that. **Motion carried; 5-0.**

7. **Board action** to authorize the Chairman's signature on a Resolution supporting the grant application for a Special Category grant to install a fire sprinkler system and to renovate the remaining windows in the in the Armory that have not been previously renovated.

**On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to authorize the Chairman's signature on the Resolution.**

8. **Board action** to authorize the Chairman's signature on a letter of support for a Special Category grant application to renovate the Old City Hall in Carrabelle. As you know the historic two-story structure currently houses the Carrabelle History Museum, but there is no elevator to the second floor, restricting its use. The Board has approved several letters for this project in the past.

**On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to authorize the Chairman's signature on a letter of support.** Mr. Moron stated Mrs. Tamara Allen asks for this letter every year.

9. The expiration date for grant from the Division of Historic Resources that is paying for the new door to the Fort Coombs Armory is June 30. Mr. Curenton has spoken with Warren Emo, and, although he has ordered the necessary hardware, he cannot guarantee it will be delivered by the manufacturer in time to have the door installed before the deadline. Therefore, I recommend that the Board request a 30-day extension on the grant contract from the Division of Historic Resources. **Board action.**

**On motion by Commissioner Lockley, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to request a 30-day extension on the grant contract.** Commissioner Lockley asked who is installing this door. Mr. Moron stated he will get the name from Mr. Curenton but it is someone Mr. Emo has been working with that specializes in this kind of door. Commissioner Lockley asked why Mr. Emo had to order the hardware. Commissioner Sanders stated he is the architect of record for the Armory. Mr. Moron said he has handled all the renovation projects for the Armory. Chairman Parrish explained he might not have ordered the door but may be overseeing the job and giving an explanation for why it is not done. Mr. Moron agreed he is providing a timeline.

10. The item was handled earlier in the meeting.

11. The Board addressed this item earlier in the meeting.



12. Pigott Asphalt and Sitework, LLC. will be starting a paving project on Avenue B in the City of Carrabelle. Pigott is asking the Board to allow them to use the vacant County owned lot directly behind the County's Annex building in Carrabelle to store materials and equipment until the Avenue B paving project is completed. After the project is completed Pigott will restore the vacant lot by placing hay and grass seeds.  
**Board action.**

**On motion by Commissioner Massey, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to allow Pigott Asphalt and Sitework, LLC to use the area.**

13. At your April 17<sup>th</sup> meeting Mrs. Deborah Belcher, the County's CDBG Administrator, while providing an update on future CDBG grants stated that the Board would need to appoint a new CDBG Citizen Advisory Task Force (CATF) and this CATF would be required to meet. Attached to my report is the membership roster and a notice of the first CDBG Public Hearing and CATF meeting. **Board action** to accept the membership and authorize the advertising of the Public Hearing and meeting.

**On motion by Commissioner Lockley, seconded by Commissioner Jones, and by unanimous vote of the Board present, it was agreed to accept the CDBG CATF membership and authorize the advertising of the public hearing and meeting.**

14. The City of Carrabelle has scheduled a workshop later this month to further discuss the proposal that would allow the County Building Official to do the permit inspections within the City. The City of Apalachicola stated that they are not interested in changing from their current vendor that is providing these services.

Mr. Moron said the offer the county made was a onetime offer because the programmer was giving one price to do both city databases. He reported if the City of Apalachicola comes back in the future then the offer will not be the same as they will have to pay for the development of the database. Mr. Moron stated this was sent in an email to Mrs. Lee Mathis, City Clerk. Commissioner Sanders asked if there is documentation that they do not want to do this. Mr. Moron answered yes, an email. He said the City of Carrabelle is having a workshop with the contractors and the City Commission just so everyone understands.

15. The four-hour required Ethics Training is scheduled for June 2<sup>nd</sup> from 8 am to 12 noon here in the Commission meeting room. Attorney Cox and I will reach out to the Cities of Apalachicola, Carrabelle, Sopchoppy, and Port St. Joe along with Gulf County's Board of County Commissioners. If you have a schedule conflict with this day contact me as soon as possible.

Mr. Moron informed the Board they received a thank you note from James and Jan Jackson, Squire Road, for work done to their house through the CDBG Housing grant.

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

Attorney Shuler stated a written report was provided to the Board but there were no action items.

Attorney Shuler said he wants to address the staging agreement with Pigott Asphalt and Sitework, LLC for the area behind the Annex in Carrabelle. He explained typically there is a written staging agreement so if they cause harm to the property or an individual then they are financially responsible for it and not the county. He reported there needs to be a basic staging agreement and he will draft it and send it to them. **On motion by Commissioner Sanders, seconded by Commissioner Massey, and by unanimous vote of the Board present, it was agreed to approve Attorney Shuler drafting the staging agreement and sending it to Pigott Asphalt and Sitework, LLC.**

#### **Commissioners Comments**

Commissioner Lockley asked if paving money can be used for lights. Attorney Shuler asked if he means street lights. Commissioner Lockley answered yes. Attorney Shuler said he will need to review the ordinance that the Board adopted for the tax and then he will provide the answer. Commissioner Lockley reported they are doing the basketball courts and he does not know if they will have enough money for the lights. He said he wanted to know if he could use some of the paving money for this item. Attorney Shuler reported he will review the ordinance and report back before the end of the day.

#### **Adjourn**

There being no further business to come before the Board, the meeting was adjourned at 11:20 a.m.

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Joseph A. Parrish - Chairman

Attest:

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Marcia M. Johnson - Clerk of Courts