

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS  
SPECIAL MEETING  
COURTHOUSE ANNEX – COMMISSION MEETING ROOM  
DECEMBER 11, 2018  
9:00 AM  
MINUTES**

**Commissioners Present: Noah Lockley-Chairman, William Massey-Vice Chairman, Joseph Parrish, Ricky Jones, Bert B. Boldt, II**

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

Chairman Lockley called the meeting to Order.

Mrs. Pam Brownell, Emergency Management Director, reported this meeting is to address the ranking of the top Disaster Recovery Services contractors that were scored and then the signing of the contracts with the contractors. She stated the ranking is Rostan Solution, LLC with a score of 96, Wheeler Emergency Management Consulting with a score of 93 and CDR Maguire, Inc. with a score of 90. She explained the county normally selects three contractors so the county can choose different contractors on different items and there is always a backup. She requested Board approval on the ranking of the contractors. **Commissioner Parrish made a motion to approve the ranking of Rostan Solutions, LLC, Wheeler Emergency Management Consulting and CDR Maguire, Inc. and authorize the Chairman to sign the contracts. Commissioner Massey seconded the motion.** Commissioner Jones inquired if the contractors will be involved in what they are doing now. Mrs. Brownell answered yes, as the county cancelled the other contract. She reported they will start out fresh working on all the Project Worksheets (PW's). Commissioner Boldt asked for the effective date the contractors start. Mrs. Brownell replied when the contract is signed today, they will email the contract to the contractors and they will sign it and email it back. Commissioner Boldt questioned if there is flexibility in the contract if the contractors do not clean up the debris. Mrs. Brownell responded this is not a debris contract. She explained this contract is for Disaster Recovery Services which is writing the PW's and filing them with FEMA and handling any appeals or arguments with FEMA. Commissioner Boldt pointed out the ranking sheet was titled Debris Removal. Mrs. Brownell agreed there was an error in the title of the ranking sheet. Chairman Lockley inquired if the contractors are going back to the beginning. Mrs. Brownell answered yes. Mr. Pierce commented CDR Maguire prepared some documents but asked if they prepared PW's. Mrs. Brownell answered no as they have not conducted the Kick-Off meeting yet. She explained she held off on the Kick-Off meeting until contractors were selected and could look at the paperwork on damages. She reported when the Kick-Off meeting is held that starts the 60 day

timeframe to get all the PW's submitted. Mrs. Brownell stated FEMA has been very good with the timing of this meeting as they knew the county was selecting contractors. She said she wants to make sure the contractors are comfortable before she sets the Kick-Off meeting. Chairman Lockley questioned if the contractors will be doing everything. Mr. Pierce clarified the contractors will assist with writing the PW's but the department heads are responsible for seeing what is damaged. He stated if something is not turned in it is not Mrs. Brownell's fault. He explained the department heads are responsible for determining the damage and the contractor will put all the information together in a format that is satisfactory to FEMA. Mr. Pierce inquired if the contract includes construction oversight once the PW is written and if it is a large project that must go to bid or if it is someone else's responsibility. Mrs. Brownell answered no, as they oversee the project. Mr. Pierce reported there are some options. Mrs. Brownell stated the county will have to do the bidding but the contractors will oversee the project from start to finish. Mr. Pierce explained in relation to the St. George Island Boat Ramp, this is a project that will have some engineering components so Dewberry could assist if there is a choice. He reported this project and the PW that will be written for Alligator Point will not necessarily be the responsibility of these contractors because the State of Florida has said they will do it. He explained they may input the data for the PW but they will not create the data for the cost estimate. Chairman Lockley asked about the Island View Park project. Mr. Pierce said this project will be controversial as they must figure out what to do. He explained the construction plans were not released so they do not know what they need to do to repair the docks. He went on to say it is possible the pilings have been damaged or they are fine and meet code but it is something that must be discussed with the contractor. Mr. Pierce reported the contractors are not going to perform a geotechnical study on the pilings so unless the county writes a PW for investigation of the facility or the other option is to get the Trust for Public Lands (TPL) to get this done. He said TPL is talking with the state about getting an engineering assessment but if they do not get one then the county will need to write a PW for an engineering assessment of the park because of the pilings. Chairman Lockley asked who owns the park. Mr. Pierce answered the county owns the park. Chairman Lockley questioned if the park had been turned over to the county. Mr. Pierce said the county accepted it essentially as it had been substantially complete but what the county does not have is the construction plans. He discussed the process of determining what it will take to calculate the repairs that are needed to the park. Mr. Pierce reported the contractors selected today will have the ability to guide them with these projects. Mrs. Brownell explained they will take the supply list of what was used to put the park together and include it in the PW. Mr. Pierce said they need this from the original contractor of the park but if they cannot get it then they may need a PW written to create it. He stated this is the most complicated item because it was new and the materials were high end. Mr. Pierce said this was an expensive park. Chairman Lockley asked if these contractors are licensed and ready to go. Mrs. Brownell answered yes; they are working in other counties now. Chairman Lockley questioned if they are good with FEMA. Mrs. Brownell responded yes. Mr. Pierce reported some of the subcontractors with this company have knowledge of Franklin County. Commissioner Boldt stated like Commissioner Parrish mentioned before the county needs to make sure they do not leave anything on the table that they are entitled to be reimbursed for. He reported they need a thorough inventory from department

heads submitted to Mrs. Brownell. Commissioner Boldt asked if the county has controls in place to make sure the departments know to get all the information to Mrs. Brownell and inquired how they can support her in this area. Mrs. Brownell reported she will email the departments and ask for the documentation. Commissioner Boldt stated this is a defining moment on the money for the county. Mrs. Brownell reported they will also address road block signs as the county is also reimbursed for them. She agreed to work with the contractor to capture everything that is reimbursable. Commissioner Boldt asked if the Commissioners can see a list of what is missing and the outcome report so they can review their district. Mrs. Brownell said they can provide a report. She stated CDR Maguire had started doing a damage assessment and she will look at it. She reported she will meet with the department heads and review what was damaged by district and then generate a report so the Commissioners can see if anything is missing. Commissioner Boldt inquired how long it will take to get an inventory. Mrs. Brownell reported they have 60 days after the Kick-Off meeting. Commissioner Boldt questioned if these contractors have the capacity to work that hard in this timeframe. Mrs. Brownell answered yes. She explained the county signs a non-exclusive contract so they can use more than one contractor to get this done. Chairman Lockley stated if the county paid for something and lost it during the storm then it needs to be replaced. Mrs. Brownell agreed they put things back to pre-storm condition. Commissioner Massey asked about the county boat ramp inside the City of Carrabelle. Mrs. Brownell reported if it is county owned then it is the county's responsibility. Mr. Pierce stated the county repairs what they own. He stated there may be a problem with roads as the City of Apalachicola and the City of Carrabelle are claiming that some of the streets inside the cities are not theirs and they are trying to put them on the county. He said county staff is objecting. He explained they feel like every road in the city limits are city roads and every road outside the city limits with the exception of state highways are county roads. Attorney Shuler stated the Board will be making a decision on Tuesday at the Board meeting as to whether or not they will accept any of the roads in any of the cities. He said this will come up under Mr. Howard Nabors, Superintendent of Public Works, Road Department report. Commissioner Boldt reported some of these items are so controversial that they need to report the items as a place holder so if they exceed the 60 days timeframe and resolve the issue the county can retroactively go back and recover some of the money if they determine it is a county road. Mrs. Brownell stated they can write a PW as a placeholder. Commissioner Boldt said it is important to declare the property if they do not know it. Attorney Shuler advised the Board they are in a special meeting just to deal with the disaster recovery consultant and can talk about other issues but cannot make any decisions. He explained to his knowledge the only road on the inventory list with the City of Carrabelle is C30A. He stated there are a few roads being mentioned by the City of Apalachicola. Commissioner Massey said he asked because the road is blown out in two areas. Attorney Shuler stated he does not think the county can claim and deny the road at the same time. He reported the Board will need to make a decision. He said if they determine it is a city asset then the City of Carrabelle will need to write it up in their PW. Mrs. Brownell stated she thought part of the road was city and part was county. Mr. Pierce reported the road does exceed beyond the city limits. Mrs. Brownell stated the county will write the PW for their portion and the City of Carrabelle will write a PW for their portion. Mr. Pierce reminded the Board there is still a cost associated with any county

projects and the county will have to bear these costs. He explained unless the county receives a waiver from the Governor the county will be responsible for 12½% of all the restoration costs. Mr. Pierce reported the county will have to pay cash and it must be out of some funding mechanism in this year's budget. He stated the only funding mechanism that large is the Reserve for Contingency. Mr. Pierce said it is great to get everything fixed but there is a cost and the Board needs to be aware of the costs. He explained the county will need to fill the reserve back up next year. He went on to say if the fund is depleted then the county must put it back by raising taxes. He pointed out the county is only 3 months into the new year and uses this fund to pay overtime so it has already paid money out. Mr. Pierce discussed the repairs to Alligator Point Road and the funds used from the Bald Point Trust Fund. He explained once this fund is depleted then the cost to repair Alligator Point Road will come from the taxpayers. Mrs. Brownell asked how the county gets the waiver other than the one the county sent in. Mr. Pierce stated they will need to ask the consultants for guidance because they sent the request in and have not heard anything. He said to his knowledge the Governor has not acted on anyone's request and he does not know the status of the waiver. Mr. Pierce explained Franklin County was the only county to get a waiver for Hurricane Hermine and it was a half waiver and took 6 months. He said the county received the half waiver mostly because of the damage to Alligator Point Road. Mr. Pierce stated the Legislature could do something since so many counties were impacted but they do not know yet what will be done. **Motion carried; 5-0.**

The meeting was adjourned at 9:27 a.m.

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Noah Lockley – Chairman

Attest:

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Marcia M. Johnson - Clerk of Courts