

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING  
COURTHOUSE ANNEX, COMMISSION MEETING ROOM  
JANUARY 5, 2021  
9:00 A.M.  
MINUTES**

**Commissioners Present:** Ricky Jones-Chairman, Bert Boldt, II-Vice-Chairman, Joseph Parrish, and Jessica V. Ward

**Commissioners Absent:** Noah Lockley

**Others Present:** Michele Maxwell-Clerk of Court, Michael Shuler-County Attorney, Michael Moron—County Coordinator, and Jessica Gay-Deputy Clerk to the Board.

**Call to Order**

A. Public Notice

To comply with CDC and Government social distancing requirements, the general public will not be allowed in the commission meeting room for this meeting; therefore, this Board of County Commission regular meeting will be conducted via livestream and Zoom. **Those wanting to view the meeting can use the livestream link (<https://facebook.com/forgottencoasttv/>)** or go to Forgotten Coast TV's Facebook Page. The livestream feed will promptly start 5 minutes before the meeting commences. **You do not need a Facebook account to view Facebook live.** Those wanting to participate during "Public Comments" should use the Zoom log-in/call-in information provided below. There is a link to a list of videos and Getting Started Resources on the main "Agenda and Minutes" webpage for those unfamiliar with Zoom. If you are experiencing any issues with the livestream or Zoom, call (850) 653-9783 extension 373 for assistance.

Any person who wishes to appeal a decision made by the Franklin County Board of County Commissioners, with respect to any matter considered at the meeting, must have a record of the proceedings. He or she may need to ensure that a verbatim record of the proceedings is made.

B. This meeting is being held via Zoom and all attendees are muted by default. To join via computer, use the link on the meeting date and time: <https://zoom.us/j/94236348231>

If you do not have speakers or a microphone on your computer or prefer to call, you can dial in for audio. Call (301) 715-8592 or (312) 626- 6799 or (929) 205-6099 and enter ID 942 3634 8231#.

If you would like to speak during the public comment portion of the meeting, you have the following options:

Online - select the "raise your hand" icon.

Phone - press \*9 to raise your hand, \*6 to unmute to submit verbal comments.

Public engagement is important to us, and meeting remotely is still a new process. We appreciate everyone's understanding.

Chairman Jones called the meeting to order.

Chairman Jones welcomed all of the newly elected officials and their friends and family who had joined them as they come to take their oath of office.

## **Prayer and Pledge**

Chairman Jones said a prayer followed by the Pledge of Allegiance.

## **Swearing-In/Oath of Office Ceremony**

Judge Gordon Shuler swore in Mr. Rick Watson as the Franklin County Tax Collector. His wife, Martha held the Bible as he took his oath.

Judge Gordon Shuler swore in Mr. AJ Smith as the Franklin County Sheriff. His granddaughter, Kalahn Kent held the Bible as he took his oath. Sheriff Smith was accompanied by his daughter Kristen Kent, grandchildren Laithen and Addison, and Ms. Helen Escobar.

Judge Gordon Shuler swore in Mrs. Rhonda Skipper, as the Franklin County Property Appraiser, her daughter Jennifer Daniels held the Bible as she took her oath. Mrs. Skipper was accompanied by her husband Gary.

## **Approval of Minutes**

A. December 15, 2020 Meeting Minutes for Board Approval

Commissioner Ward noted a correction to be made on page 23 of 42 in the discussions of Mr. Gary West. It states, 'Mr. Ward said there would be sales tax, and it should be 'Mr. West said there would be sales tax'.

**On motion by Commissioner Ward, seconded by Commissioner Boldt, and by unanimous vote of the Board present, it was agreed to approve the minutes from the meeting held on December 15, 2020 with a correction on page 23, Mr. Ward should be Mr. West. Motion carried 4-0.**

## **Payment of County Bills**

**On motion by Commissioner Parrish, seconded by Commissioner Boldt, and by unanimous vote of the Board present, it was agreed to approve payment of the County Bills. Motion carried 4-0.**

Chairman Jones said being Commissioner Lockley is not in attendance today, and the animal control ordinance affects all of his district in the City of Apalachicola, he would like the Board to consider tabling this item until Commissioner Lockley can be in attendance.

**On motion by Commissioner Parrish, seconded by Commissioner Ward, and by unanimous vote of the Board present, it was agreed to table the Animal Control Ordinance public hearing until Commissioner Lockley is able to attend. Motion carried 4-0.**

## **Public Comments**

Mr. Steve Kirshenbaum from St. George Island, spoke as a former board member of the airport board. Mr. Kirshenbaum said he read 20 years of Airport Board meeting minutes over the past weeks. Mr. Kirshenbaum said up until 14 years ago, 90% of the airport's funding was received from FAA and DOT, and the County paid the additional 10%. Mr. Kirshenbaum said the County road department cut the grass at the site, helped make the site compliant after FDOT inspections, and the County embraced the airport. Mr. Kirshenbaum said 14 years ago, the County stopped cutting the grass, stopped helping to make the property compliant for DOT inspections, and stopped putting any money in the airport. Mr. Kirshenbaum said now 14 years later, trees

are obstructing all approaches to the runways, foliage and trees are growing on the side of clear zones, the center of the airport is now a forest, and you can't see from one runway to the next. Mr. Kirshenbaum said the runway issue is not a one runway issue but an airport issue. Mr. Kirshenbaum said upon last year's inspection, DOT required trees to be removed, cut back and some capped back alongside 1836 in the approach. Mr. Kirshenbaum said the airport manager, with what he believed was no vote from the County Commission, filed paperwork with FAA to remove the instrument approach from runway 1836. Further, he told FAA and DOT that the county would not cut back the trees as asked and again with what Mr. Kirshenbaum believed was no Commissioners' vote, filed the paperwork with FAA to make 1836 a utility runway, absolutely precluding it from state and federal funding. Mr. Kirshenbaum would like to know who is responsible for giving this authority to the airport manager without putting it before the Commissioners to vote. Mr. Kirshenbaum reiterated that this is not an 1836 issue but an airport issue. Mr. Kirshenbaum said he believes this is the first step in disabling our airport. He urged the Commissioners to step up and help before a valuable asset is gone from our county. Mr. Kirshenbaum requested that the 1836 closure be removed from the Master Plan, the County road department assist with grants to make the airport safe and compliant, and for the airport board to be reinstated. Mr. Kirshenbaum said that 1836 is a \$200,000,000 tax payer county asset which is irreplaceable and keeps the airport safe. Mr. Kirshenbaum asked why after twenty administrations, this administration would take action to destroy 1836. Mr. Kirshenbaum said the Board does not have to, that there is airport funds available, \$112,000 in a contingency fund, with \$30,000 to \$40,000 profitable every year. Mr. Kirshenbaum said Centric is responsible for weed and grass control, and they could take care of the rest with the existing budget. Mr. Kirshenbaum said as the airport grows, they will have more money. Mr. Kirshenbaum thanked the commissioners for their time and said he appreciated everything they could do.

Mr. Ted wished the commissioners good morning and a happy new year. Chairman Jones and Commissioner Ward wished him the same. Mr. Ted thanked the commissioners for allowing him the opportunity to address them regarding the fantastic, historic airport. Mr. Ted presented the following to the commissioners.

Formally, throughout the years, since 1933 known as Gibson Field, Apalachicola Army Airfield, Flexible Gunnery School, Apalachicola Municipal Airport and now as Franklin County Apalachicola Regional Airport. My copious experience of some thirty years includes involvement with some three Master Plans and updates, as a member of the AAC, airport manager, airport grants manager, and also as FBO.

We are very fortunate and proud of our airport. We in Franklin County are the envy of surrounding counties who are salivating wishing they had such a valuable asset. We just want to maintain and keep what we have. With a waning seafood industry, who knows what tomorrow will bring. Tourism is the new Franklin County industry, our future. Let's keep our diamond in the rough intact and protect it. The proposed new Master Plan contains misleading photos taken before the recent renovation. Experts and I agree that 1836 is in as good of condition if not better than the other two runways. From my experience, I predict that 1836 with general routine maintenance, is good for another 79 years. Overall runway 1836 has had the least needed maintenance than the other two evidenced by the repaired concrete panels. The runway is much used as I have witnessed and have personally used. Wind studies reveal 1836 as a prevailing wind direction for the airport. This is very important to aviators. As many users of our airport are small aviation aircraft, especially for the tail dragger variety thus a safety issue. Currently, without an AAC and with an out of state FBO and absentee airport manager and an out of county consulting engineer, no one can say who is overseeing the airport from a county interest or perspective. I as a former hands-on airport manager, and we of the former AAC took our job very seriously and worked extensively to maintain and grow our airport in the County's interest. In my opinion and of others the new master plan should not contain any reference to closing 1836 the renovation figure quoted for 1836 is completely out of line. Please let me know if I can clarify or answer any questions you may have or if you would like a personal tour of the airport. Respectively, thank you.

Bruce Graham from District 1 spoke to the Board regarding an email he had sent to them before the meeting. Mr. Graham gave his prayers and thoughts for Commissioner Lockley and his wife. Mr. Graham offered an idea to help with a recent discussion on illegal duck hunting. Mr. Graham said some aviators at the airport

who own airplanes, would be willing to work with Sheriff Smith to provide aerial spotting if there were any instances where anything is going on. Mr. Graham said that they have also been working with pilots to provide some search and rescue efforts in Carrabelle. They are beginning to get 'their ducks in a row' to work with Sheriff Smith to provide these services.

Mr. Graham said he agreed with one of the previous speakers, in that the estimate of the conditions of the runways was not correct. Mr. Graham said all of the runways are classified by FDOT and FAA to be in fair condition. He said the cost estimates are going on 4 years old, and there are more current estimates. Mr. Graham said in the latest analysis in June, the biggest problem was the trees and where they are located.

Mr. Graham noted other good news for the airport in which Apalachicola airport is listed for almost \$7,000,000 worth of grants in the report of the National Plan for Integrated Airport System. Mr. Graham said we have some great opportunities coming up for the airport and he hopes that the Board will support it.

Mr. Michael Moron let callers know that Mr. John Collins from AVCON is on the agenda for later in the meeting to clear up confusion of the Master Plan. Mr. Moron encouraged all callers to stay on the line for Mr. Collins' update.

## **Department Directors Report**

### **Superintendent of Public Works – Howard Nabors**

#### **A. Information Items:**

##### **1. Detail of Work Performed and Material Hauled by District (see attached documents)**

Mr. Nabors attended via Zoom and he had no action items. Mr. Nabors said there was a lot of rain over the weekend which caused a few washed out roads and downed trees. He has a full crew back today and they will be getting back to work to address any issues.

Chairman Jones stated that he would like to talk to him about a couple things. One being a large pot hole on the island in front of the water department and the other being some milled roads in his district. Chairman Jones would like to alleviate the problem on a faster time frame. Mr. Nabors said basically the only thing to do with the milled roads is to dig them up and place lime rock down and hopefully get them paved in the future. Chairman Jones said that he would get with Mr. Nabors in the next couple of days to discuss further.

Commissioner Ward commended the road department for the grating and filling of pot holes on Riverview Drive in Carrabelle. Commissioner Ward had a constituent reach out to her regarding the repair and was very appreciative.

Commissioner Ward said another hot topic in Carrabelle is Ryan Drive. Commissioner Ward noted that she went out to Ryan Drive with Mr. Nabors on December 15 to access the road. Since that time, she has received photos from constituents indicating further deterioration of the road. Commissioner Ward confirmed the road has further deteriorated since their onsite visit. Commissioner Ward said she knows there is an issue with the road as to who owns it, the City versus the County. However, Commissioner Ward said that she feels it is her responsibility that the roads in her district are up kept and maintained for constituents and commuters. Commissioner Ward said she is afraid that in the future someone may have damage to their vehicle and sue the County and/or City. Commissioner Ward stated that something needs to be done with the road. She requested that it be repaired temporarily until it can be permanently repaired. Commissioner Ward noted that she had spoken to Mr. Michael Moron regarding the Scott grant and how the County could apply for funds to get the road repaired permanently. She said she understands that it is going to be a considerable amount of money but feels that we need to have it done.

Chairman Jones said he believed that Commissioner Ward can let Mr. Curenton know what items she would like added to the Scott grant application and he can add them to the applications already in the works. Attorney Shuler agreed with Chairman Jones.

Commissioner Ward would like to have the road temporarily fixed, noting there is a big dip in the road. Mr. Nabors said he will go out and see how it can be repaired.

Chairman Jones asked if Ryan Drive is having the same problem as North Bayshore Drive. Mr. Nabors confirmed that it is the same issue. Commissioner Ward reiterated that something needs to be done sooner versus later. Commissioner Ward is hopeful that the County can secure a grant for the project.

Attorney Shuler asked if they were talking about the box culvert. Attorney Shuler said he thought the County in conjunction with the City had already applied for a grant. Commissioner Ward said she was told that it was denied. Mr. Michael Moron confirmed the previous DOT grant application to fix the road was denied.

Attorney Shuler said there is no issue in working with the City to help them maintain their road or to repair it. Attorney Shuler noted he and Commissioner Ward have had this discussion before. Attorney Shuler said the County has tried to work with both municipalities but that it doesn't mean the County has taken ownership or liability of the roads. Attorney Shuler said he believes it is appropriate to work together to repair roads for public safety. He said the legal issue will have to be set aside for today and we will address repairing the road for public safety.

Chairman Jones said Roberts and Roberts told him that the only thing holding up North Bayshore was the road itself, that the pipes were completely gone. Commissioner Ward said that she is afraid of the same issue on Ryan Drive and she does not want that to happen.

Mr. Moron will look at the road paving budget to see if there are any funds to repair Ryan Drive.

**Commissioner Ward made a motion to look into funds to have Ryan Road repaired.**

Commissioner Parrish said we should ask municipality for funds so not to deplete the paving funds for the district. He said cities receive gas tax to pave roads just like the County does.

Attorney Shuler reinforced what Mr. Moron said, the County uses paving funds to repair 90% of roads, but it doesn't mean that the County is taking ownership or liability for those roads.

Mr. Moron will draft a letter to the City of Carrabelle. In the letter, Mr. Moron will outline the issues with Ryan Drive, noting the Commissioners have received complaints and stating that the County is acquiring estimates for the repair. Once a price is determined, the County will send the City of Carrabelle the total and ask if they can contribute.

**Commissioner Ward made a motion to write letter as stated above. Commissioner Boldt seconded the motion.**

Commissioner Boldt said this is a great idea to facilitate County and City bonding and in order to help the City help itself.

**Motion carried 4-0.**

Mr. Alan Pierce addressed the Commissioners regarding the various FDOT grant programs as follows:

I have just spoken with Mark Curenton and here is a short history of what grants the county has applied for to fix Ryan Drive. Mark said that last year the county applied to the FDOT grant program known as CIGP for repairing Ryan Drive. The project has not been funded yet. Mark and I talked and the county has some options for increasing our chances in getting Ryan Drive funded. FDOT has three grant programs Franklin County traditionally applies to for funding road repairs and resurfacing. I only know the programs by their acronyms, but they are SCOP,

SCRAP, and CIGP. All 3 programs are contingent upon each legislative session putting money into the programs. In most years SCOP receives the most funding and CIGP receives the least, so it is possible we could increase our chances of getting funded by putting Ryan Drive into the SCOP program. We won't know the funding amount in each of the grant programs until after the Legislative session is over so it will be a judgement call between Mark and Mr. Clay Kennedy, Dewberry Engineers, on which project is most likely to get funded by which program, as the 3 programs do have different objectives. Mark and Clay will discuss this and make a recommendation to you at the appropriate time. Mark reminded me that these programs have become more competitive because all the counties in the Panhandle have managed to get themselves defined as a small county, except Escambia, Okaloosa, and Leon counties. When these programs first got started they were targeted for Small Counties, thus the SC in SCOP, but because the legislature was putting a lot of money in SCOP the larger counties in the Panhandle, like Bay County, got the definition of "Small" expanded to include larger counties.

Mark will be on a FDOT webinar next week, where FDOT will be announcing their 5 year work program, and then it will be revealed whether Ryan Drive is funded. Normally the FDOT releases their 5 year work plan in September/October, but this year it has been delayed until January.

Commissioner Ward thanked Mr. Pierce for the clarification.

Mr. Moron said he would keep moving forward to make immediate repairs to Ryan Drive.

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

Mr. Fonda Davis thanked the Board for their support in 2020 and said he looked forward to 2021. Mr. Davis said the chipper is working great, and they are catching up on grinding. He said they are looking for ways to dispose of the chips. Mr. Davis mentioned the recent vandalism at Vroom Park, noting it has been repaired and secured.

Commissioner Ward said she will be reaching out to Mr. Davis to discuss resurfacing the basketball court at Vroom Park. She asked Mr. Davis to set aside a day to look at all of the parks in her district.

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

Chairman Jones asked Mrs. Brownell if they had heard anything about the refund for Hurricane Sally to reimburse for North Bayshore Drive. Mrs. Brownell stated she is waiting on Michael to give her the paperwork to turn in for approval.

#### **A. Information Items:**

1. EOC Staff found an error with project 80593 C-30 East for contractor to repave. FEMA had added mitigation for C-30 West to this project. EOC Staff have spoken with FEMA and FDEM about fixing this error.
2. EOC Staff put in a mission to Web EOC for Binax Now Test Kits for the Sheriff's Department, mission has been completed.
3. 12/29/20 EOC Staff had a conference call with FDEM Concerning vaccinations for COVID-19, Vaccinations will be for tier 1A Frontline workers and persons of 65 years of age or older
4. EOC Staff continue to put together COVID Care Bags and have begun to distribute them to the vulnerable populations in the County.
5. EOC Staff continues to work Hurricane Sally from 09/12/20 and continues to work with FDEM and FEMA.

6. EOC Staff continue to participate in the NOAA Tropical Weather Training.
7. EOC has submitted our New LMS Plan and corrections to the state and are awaiting approval.
8. EOC Staff along with our CERT Volunteers continue to distribute washable & reusable cloth mask throughout our community. We have partnered with the City of Carrabelle and City of Apalachicola Chamber of Commerce along with the St. George Island & Eastpoint Visitor Centers to assist with distribution to local businesses and residents. We will continue this effort as long as supplies are available.
9. EOC Staff are working diligently with DOH Staff regarding the COVID-19 virus. This includes hosting meetings with representatives from DOH, Sheriff's Dept. Weems, EMS, as needed. We also are assisting with Conference Calls, information distribution from DOH via Alert Franklin, Facebook and our EOC Website.
10. EOC Staff continue to participate in conference calls with State DEM, Region 2, DOH, FEMA, etc. regarding COVID 19. We also continue to update WebEOC with Local State of Emergency and SitReps.
11. EOC has had every Hurricane Michael project reimbursed unless it is a mitigation project, all projects have been approved. EOC Staff continue to work with FEMA staff regarding mitigation of damaged parks, roads, etc. Mitigation takes some time but EOC Staff continue to work diligently with FEMA Staff on the most beneficial repairs for Franklin County. We are in contact with our PDMG regularly regarding these projects and will update the Board as soon as the State Review is completed. EOC Staff has also began the FEMA reimbursement claim process for COVID-19 and Hurricane Sally.
12. DOH Dashboard regarding COVID-19 Cases in Franklin County as of 12/29/20 at 12:30 pm (see attached)

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

Mr. Lovestrand did not have any action items.

#### **A. Information Items:**

General Extension Activities:

1. Short report during holiday season. I have attached an annual summary for the 2020 year for the Extension program.
2. During this period, the Extension office assisted citizens on the topics of identifying pests on roses, financial assistance options for oyster farmers, weed identification and treatment options and tree pruning practices.
3. Extension Director participated in a pond management webinar hosted by the NW District UF/IFAS natural resource agents.

Sea Grant Extension:

4. Nothing to report at this time.

4-H Youth Development:

5. Public speaking contest is underway in local schools, in preparation for the countywide contest. Date TBA.

Family and Consumer Sciences:

6. Family Nutrition Program assistant, following school and UF Covid Phase III policies, is continuing to conduct in-person lessons in local schools.

Agriculture/Home Horticulture:

7. Released a third batch of citrus psyllid parasitoids to aid in control of the pest that spreads citrus greening disease. This is part of a coordinated effort between Franklin, Gulf and Bay Counties to reduce psyllid numbers.

**Library Director – Whitney Roundtree**

Mrs. Roundtree announced the full-time library assistant will begin on January 11<sup>th</sup>.

**A. Information Items:**

1. A candidate has been selected for the FT Library Assistant position. Anticipated start dates is January 11<sup>th</sup>.
2. PLAN (Panhandle Library Access Network) has been awarded DLIS Florida CARES Act funding to provide Playaway Launchpads and Wonderbooks for eligible libraries. The purpose of this funding is to assist libraries in meeting the education needs of children ages 3-10 years. Franklin County Public Library has been selected to receive Launchpads and Wonderbooks products for use by our patrons. The total budget for this order is \$2,470. Through this grant, I was able to purchase 24 Launchpad devices. These devices are preloaded with educational content with subjects ranging from math and science to spelling and grammar suited for grades 3-5.
3. The Friend's of the Library annual book, soup, and bread sale will be held January 23 at 10:00 in Eastpoint. Carrabelle sale will be held February 20<sup>th</sup>. Sale will be held outside under tents instead of indoors due to the ongoing pandemic.
4. The Seed Library Checkout Program is still available at both branches. The Seed Library was created to encourage residents to plant native wildflowers and vegetables that provide food for pollinators and help to spread knowledge about the important role insects and birds play in our ecosystem.
5. Music as a Second Language will continue to be on hiatus for the 2021 season due to the ongoing pandemic.
6. The Franklin County Public Libraries will be closed January 1<sup>st</sup> in observance of the New Year holiday. The libraries will also be closed January 18<sup>th</sup> in observance of Martin Luther King Jr. Day.

**Apalachicola Riverkeeper -- Georgia Ackerman -- Update**

Ms. Georgia Ackerman updated the Board on the status of the amicus brief related to the legal challenge to the Army Corps of Engineers control of freshwater to the Apalachicola River and Bay.

Ms. Ackerman stated that at last month's meetings, Franklin, Calhoun, Liberty and Jackson, all voted to sign on to the amicus brief pending review from their individual County attorneys. She said that Gadsden County will be considering at their meeting today and that Gulf County has not been able to discuss.

Ms. Ackerman said that she expects to receive a draft of the amicus brief from the attorney today. The Judge set a filing deadline for Plaintiff's Summary Judgement for January 8<sup>th</sup> and Amicus briefs for January 15<sup>th</sup>.

Ms. Ackerman asked for confirmation on who is authorized to sign on behalf of the County. Commissioner Parrish said he does not mind signing as the individual county representative, but that he would rather file with RCSC because six counties are stronger than one. Commissioner Parrish supports the River Keepers' lawsuit against the Corps and wished that the State of Florida had done the same.

**Commissioner Parrish made a motion to sign on to the Amicus brief as an individual county pending review by Attorney Shuler. Commissioner Ward seconded the motion.**

Attorney Shuler noted the Chairman would be signing as the Board representative.

**Motion passed 4-0.**

Ms. Ackerman stated the draft will be sent over to Attorney Shuler and Mr. Moron as soon as it is received, noting the tight deadline.

Chairman Jones asked Ms. Ackerman to restate the deadline dates.

Ms. Ackerman stated that the Plaintiff's summary judgment motion is due January 8<sup>th</sup> and the Amicus briefs are due January 15<sup>th</sup>.

### **AVCON -- John Collins -- Update**

Mr. John Collins spoke to the Board explaining their goal is to provide a brief overview of the Airport Master Plan update and request for guidance on the future of runway 1836. Mr. Collins stated that their goal was to provide objective data and analysis, so that the County can make a well-educated and informed decision for the future of the airport. The purpose of the Master Plan is to cast vision for the airport, define what the airport will look like in 20 years, and how we are going to get there in the future. Mr. Collins said they are here to provide support to the County for the airport. This is a 20 year planning study, as part of the study we are considering other planning documents, such as the recent economic development study, and flight logistics study. The Master Plan is funded by the FFA and FDOT, and we follow their guidance to create the framework in preparing the plan. To date we have prepared an existing inventory, visited the airport to document existing features of the airport, prepared the aviation activity forecast chapter, prepared the environmental considerations chapter, prepared the facilities requirements chapter and the development and evaluation of alternatives chapter. Mr. Collins said they held a meeting on October 27<sup>th</sup> for the members of the public to attend and to solicit feedback. Mr. Collins noted that all of the documents are available on the County website. In the beginning of the process, the Board identified a three person technical advisory committee to review the documents and to bounce questions off, and to provide information.

Mr. Collins gave a few key highlights from the studies completed during the Master Plan update process. Mr. Collins noted the FAA geometry and the AGIS survey had been updated. The AGIS survey was a 3D survey to identify obstructions to the runways that need to be addressed, and evaluated all of the development areas surrounding the airport. This survey is key for future development of commercial sites at the airport and gives a clear plan on how we can accommodate commercial tenants in the future.

Mr. Collins said the airport is a huge economic asset to the County and surrounding area with exciting potential. He said that there is about \$7,000,000 in FAA and FDOT funds allocated over the next five years to the airport. These funds can be used for various things such as payment rehabilitation projects, drainage, and hangar improvements.

As part of the Master Plan update, we are required by FAA and FDOT agencies to identify runways. The three concrete runways are 1432, 1624 and 1836. Currently, 1836 is not lit. We have to evaluate the runways for purpose of wind coverage and operational capacity of the airport.

The basic criteria of FDOT and FAA is met by 1432 and 1624 and FDOT and FAA will fund improvements to these runways. Due to the condition of 1836, they will not fund improvements because they do not feel that it is investable. Mr. Collins said he would be glad to meet with FDOT and FAA again with the Board, to discuss 1836, but at this time they are very firm that they are not willing to invest funds into this runway. Mr. Collins said that FDOT and FAA want the County to firm up the other two existing runways with funding.

Mr. Pierce provided a survey and an aerial view showing the three runways. Mr. Collins noted that FDOT did support funding for all of the runways in the previous Master Plan. However, several years ago the State changed its rules and that is when 1836 became unavailable for funding.

Mr. Collins told the Board that they have two options to consider. One option would be for the County to no longer invest in 1836, and over time the condition of the runway would deteriorate and become a liability for the County to maintain. Mr. Collins said at this time it is in operational condition. However, the concrete joints will break over time and conditions will deteriorate. Mr. Pierce noted there is 97 miles of concrete joints at the airport. Mr. Collins said option two would be for the County to commit to long term funding of runway 1836 rehabilitation. FDOT and FAA recommend the Master Plan be updated every 5-10 years to reevaluate the conditions. Mr. Collins said we have to decide if 1836 is open in 20 years from now or do we close it and use that property for development. Mr. Collins said we are asking the Board to decide what option to choose.

Mr. Collins said FDOT estimated rehabilitation cost over the next 20 years at \$5-7 million dollars. Mr. Collins said he thought those numbers were on the high end. The cost to maintain the pavement, it was about half million to redo the joints of 1432, and expect similar cost for 1836 repairs. Mr. Collins said there will be tree removal required, north of 1836. The trees will need to be mitigated to keep runway in working order. Mr. Collins estimated about one half million to 1.2 million over the next 20 years to maintain 1836.

Mr. Collins asked the Board if they had any specific questions. He said that ultimately the question is, do we want to keep the runway open, require county investment over 20 year period, or no longer invest in 1836, allow to operate over the next 10 plus years until it is no longer operable. Mr. Collins suggested if closed, it could be converted to a taxiway.

Mr. Pierce asked whether the trees were on private or public property. Mr. Collins said that the trees are on private property and that FDOT identified the physical locations of the trees and that they are above the approached surface. Mr. Collins said we would have to go through FAA process, and that might be lighting the tops of the trees, or topping the trees. Mr. Collins said it would need to be studied, and identified by FAA and FDOT.

Mr. Lewis from AVCON said the trees remain potential obstructions and there are many ways to approach options.

Mr. Pierce said the status of 1836 has been a discussion for quite. Mr. Collins said the county received a grant to remark the airport several years ago, and they coordinated a price for all three runways. The FDOT discussed and agreed to allow them to include but said they would not fund any further maintenance or repair.

Commissioner Parrish said seems like if runway 1836 is in good shape and still usable I don't think we need decide this today. This is in the future, let's use the runway and then the Board can cross it at that time. Commissioner Parrish asked if we could exclude it from the Master Plan update at this time and address it at the next update. Commissioner Parrish noted that 98% of the population do not use the airport, but he does think we need to look at ways to fund it. Commissioner Parrish said economic development may help increase revenue or they may be different grants become available. Mr. Collins said this is a 20 year plan, so we have to consider any projects and repairs anticipated for the next 20 years. They are specifically looking for direction as to what the County plans to do with runway 1836. We can reevaluate in 5-10 years, at which time more options may be available.

Commissioner Parrish asked if we could state that the County would be looking for funding for the rehabilitation of 1836. He does not want to lock the County in to fund this project.

Mr. Pierce said this is a Master Plan. However, the County has the authority to change the plan at any time if circumstances warrant doing so.

Commissioner Parrish said we will seek to keep the runway open but not breaking the county to do so. He does not want to be locked in to do something that we may not have funding for. Commissioner Parrish does not want to be obligated, and have to raise people's taxes to pay for it, when 98% of the population do not have access to it. He said that property owners are not going to want the airport to come on private property and remove trees. Commissioner Parrish noted that we built the community around the airport when it was inactive. Commissioner Parrish working with Mr. Pierce to bring some jobs to the airport.

Chairman Jones said he agreed with Commissioner Parrish that we are adding language, first off one of things we are missing is, and there is a difference in maintenance and rehabilitation. Chairman Jones said we should let FDOT and FAA know that we will be seeking other sources of revenue.

Mr. Collins said we have to address runway 1836 in the Master Plan just because this is all happening within the next 20 years period. However, we can say the County will seek alternate funding sources to maintain 1836 and just leave it at that.

Commissioner Parrish said this is a great plan he understood why it was brought up but it's good to hear they are listening to us as board members, nothing in there that says runway is closing, we are aware of the issue and public is aware of issue. FDOT may have a change in direction in the future. No other issues, this is the one hot issue that everyone is focused on.

Mr. Collins said if this is the direction of the Board, they will finalize the documents and present to Commissioners for approval. Mr. Collins said he hopes to be able to come in person and present to the Board.

**Commissioner Boldt made a recommendation and motion, to remove any language that references the closing of runway 1836 from the Master Plan update, with a notation that the County will seek alternate sources to facilitate and maintain runways. Motion by Commissioner Boldt, seconded by Commissioner Ward. Motion carried 4-0.**

Commissioner Boldt said he would like a citizen's advisory group formed for the overall review of the airport and needs of the airport and he would that to be a secondary notation of his motion.

**Commissioner Boldt amended the motion to include a recommendation that a citizen's advisory group be formed to advise Commissioners on the airport development and activities.**

Mr. Moron will come back to the Board with a plan on how to create the citizens advisory group.

**Commissioner Ward seconded amended motion. Motion carried 4-0.**

Chairman Jones encourage Mr. Collins to check with ARPC to see how that would tie in to anything in this plan. Chairman Jones said there was talk of possibly a railroad spur for economic development and a tie in to Tallahassee for a regional airport. Commissioner Boldt would like for Mr. Collins to provide, possibly every three months or so. Mr. Collins said they would be glad to give the Board updates every three months or so.

Commissioner Boldt commend Commissioner Parrish, sees us as a bonded district and appreciates it. Chairman Jones thanked them for their time.

Chairman Jones called for a recess. Chairman Jones resumed the meeting at 10:48 am.

### **DBG Administrator – Deborah Belcher -- Report**

#### **A. Action Items:**

1. A late application for Eastpoint Wildfire CDBG mobile home replacement was submitted by Phillip and Lillian Holian, an elderly couple whose home was destroyed in the fire. The Holians already received a donated single wide home, which would have to be transferred to another needy household. George (Billy) and Nellie Evans, 607 Ave. D N, Carrabelle, lost their home to a fire and have had other difficulties. Arrangements have been made for the Holians to transfer their donated mobile home to the Evans, if the Board approves CDBG funding for the Holians. The County will not be involved in funding the setup of the transferred home. The Holians had a well maintained double-wide home prior to the Eastpoint fire, and are requesting a new double-wide as a replacement. I advertised for proposals for a doublewide home of quality comparable to what has been purchased through the CDBG program, with a requirement that all work be completed by the April 30, 2021 CDBG grant expiration date. Proposals received 12/29/2020 included: Clayton Homes of Panama City, Rio model, \$112,710, and Ironwood Homes of Perry, Model M-2483D, \$110,254.38. The owners prefer

the Clayton Homes proposed home, and I support their selection based on the floorplan and other features.

*Requested Action: Approve \$112,710 in CDBG funding for Phillip and Lillian Holian to purchase a replacement home from Clayton Homes of Panama City, plus CDBG mortgage recording costs.*

**Commissioner Ward made a motion to approve \$112,710 in CDBG funding for Phillip and Lillian Holian to purchase a replacement home from Clayton Homes of Panama City, plus CDBG mortgage recording costs. Commissioner Boldt seconded the motion.**

Due to the increased prices of double-wide homes, Mrs. Belcher requested that the Board waive the \$75,000 limit.

**Commissioner Ward amended her motion to approve \$112,710 in CDBG funding for Phillip and Lillian Holian to purchase a replacement home from Clayton Homes of Panama City, plus CDBG mortgage recording costs and to waive the \$75,000 limit; Commissioner Boldt seconded the motion. Motion carried 4-0.**

#### **B. Information Items:**

1. DEO is finalizing an application process for another type of CDBG grant, relating to COVID-19. Pre-applications will be due March 15, 2021, with a detailed competitive process afterwards. This money can be used for a variety of activities that prevent, prepare for and respond to the Coronavirus pandemic. This will be discussed at the Board's workshop 1/5/2021.

2. We still don't have all the information we need regarding the CDBG-DR Hometown Revitalization program, but we do know now that a minimum of 3 businesses must be assisted in each application. This will be discussed at the Board's workshop 1/5/2021.

#### **Clerk of Courts – Michele Maxwell – Report**

Clerk Maxwell reported that she had finalized the 2021 Holiday Schedule and that she looked forward to working with everyone.

#### **Special Projects Coordinator – Alan Pierce – Report**

**Attorney Shuler requested guidance from the Board to determine time for rescheduling the Animal Control Ordinance hearing. The Board unanimously agreed to wait on Commissioner Lockley to return before rescheduling.**

Commissioner Parrish asked if Mr. Moron was contacted by anyone from the City of Apalachicola regarding the animal control. Mr. Moron gave a brief summary of his conversation with Mr. Travis Wade, Manager for the City of Apalachicola. Mr. Moron said they would prefer continuing to pay the same price and sit down with Mr. Fonda Davis to figure out a better way to log calls. Then after one year, compare the call volume to the costs and consider a reduction in costs based on amount of calls logged or increase the rate. City of Apalachicola is willing to send officer to respond with animal control.

Commissioner Parrish said that he spoke with Mr. Wade also, and he told him the same thing. He said last time he spoke with Carrabelle they were not going to send an officer with animal control officer. If we decide to look at this issue, then we need to give direction to county attorney to incorporate.

Mr. Moron there are other changes to the animal control ordinance other than the officer issue. If we agree to the \$3500 there will not be a third officer and calls will be responded to as quickly as possible.

Commissioner Boldt can we get guidance on double taxation. Chairman Jones every resident pays their county taxes, then taxes to their individual municipality. The County has asked each municipality to give some of their funds in order to help pay for a service that they cannot provide. Chairman Jones stated that

there is no double taxation. We should extend the offer to City of Carrabelle in order to give them the option. We have to work together for the common good of the people.

Attorney Shuler asked for clarification from the Board in proceeding forward. Attorney Shuler reiterated that the hearing could not move forward without the entire board being present. Attorney Shuler said he could amend the draft ordinance to include an interlocal agreement with the City of Apalachicola and the City of Carrabelle. Attorney Shuler said he does not see a legal problem with having an agreement with one and not the other but could see where it may create perception problems to the public. Attorney Shuler said the County could go back to the pre-2017 amendment and let the cities provide services as they see fit. Attorney Shuler will amend the draft and reschedule a public hearing. Chairman Jones said he would like to include the interlocal agreement but would like to move forward with the ordinance because there are other issues.

Attorney Shuler said as written the proposed ordinance includes a tether maximum of 6 feet in public spaces, and a physical tether up to 20 feet in other places, with increased fines for animals running at large, public nuisance, and interference with law enforcement.

Commissioner Parrish directed staff to work with the City of Apalachicola and make sure they are in agreement to send an officer to be onsite for assistance. Commissioner Parrish would like to send the proposed agreement to the City of Carrabelle and give them opportunity to the join an interlocal agreement. However, if one or the other does not want to join, enter into an agreement with the municipality that wants to. Commissioner Parrish said the key is that the municipality has to send law enforcement to provide assistance to the animal control officer.

**Commissioner Parrish made a motion to direct staff to speak with the City of Apalachicola to clarify what interlocal agreement they would be comfortable with to move forward with amending the ordinance and provide the proposed agreement to the City of Carrabelle also. Motion seconded by Commissioner Boldt.**

Commissioner Parrish said to make sure they know we will not be providing a third officer.

**Motion carried 4-0.**

Attorney Shuler said the soonest we can reschedule due to advertisement will be the first meeting in February.

### **Public Hearings 11:00 A.M. (ET)**

#### **A. Animal Control Ordinance**

Notice is given that on the 5th day of January, 2021 at 11:00 a.m. (ET), or as soon thereafter as is possible, in the courtroom at the Courthouse Annex, located at 34 Forbes Street, Apalachicola, Florida, the Franklin County Board of County Commissioners shall conduct a public hearing to consider adopting a county ordinance entitled:

FRANKLIN COUNTY ORDINANCE 2021-\_\_

AN ORDINANCE REGULATING ANIMALS IN FRANKLIN COUNTY, FLORIDA AND REPEALING ALL OTHER ORDINANCES OF FRANKLIN COUNTY REGULATING ANIMALS, PROVIDING FOR AREA REGULATED, PROVIDING DEFINITIONS, PROVIDING FOR ENFORCEMENT, PROVIDING FOR PENALTIES, PROVIDING FOR APPEALS AND PROVIDING FOR AN EFFECTIVE DATE.

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

**A. Action Items:**

1. Assignment of Floodplain Manger and Zoning Administrator Duties: At the November 15<sup>th</sup> meeting, the Board was informed of Mrs. Amy Ham-Kelly's resignation. Mrs. Ham-Kelly is the County's Floodplain Manager and Zoning Administrator. Instead of hiring one person to do both jobs, I have decided to assign the Zoning Administrative duties to Mrs. Cortni Bankston, in addition to her Administrative Assistant duties. As the Zoning Administrator, Mrs. Bankston primary responsibility will be to present applications to the Planning and Zoning Board and the Board of Adjustments for their review and recommendation. She will present those recommendations to the BOCC for action.

Mrs. Angela Lolley will assume the duties and responsibilities of the Floodplain Manager in addition to her current role as a permitting clerk. Mrs. Lolley will start online preparation classes this month and possibly take the certification class in March. In addition, she will be responsible for training the new permitting clerks in the front office and working with the vendor who is in the process of finalizing as the new permitting program.

With these increased duties and responsibilities, I am recommending a \$3500 salary increase for both Mrs. Bankston and Mrs. Lolley.

As a reminder, I informed the Board at your December 1<sup>st</sup> meeting that a Permitting Clerk resigned, so along with Mrs. Ham-Kelly's resignation, the number of Permitting Clerks in the Building Department has been reduced from three to one. In order to return the Building Department to an adequate staffing level, Board action is requested to hire a second permitting clerk at the County's base salary of \$25,000. Staff is in the process of interviewing for the first vacant position so a second candidate will be selected from that pool.

With the combine salaries of both vacant positions, there is adequate funds to cover both \$3500 salary increases and the \$25,000 position without any increases to that department's budget. *Board action to approve the assignment of duties, the \$3500 salary increase, and filling the vacant \$25,000 permitting clerk position.*

Commissioner Ward clarified that Mr. Moron is redistributing Amy Kelly's duties to Mrs. Lolley and Mrs. Bankston and that there is no job opportunity for the public to apply for at this time to cover her duties. All of Mrs. Kelly's will be distributed between the two employees.

Commissioner Ward question regarding salaries what about Mr. Patterson in the building department. Mr. Moron explained that the building department fees collected have to stay in the building department. Mr. Moron confirmed that Mr. Patterson is in the building department and once he has passed his exam to be a Provisional Building Official he will receive an increase in salary. Then he will have two years to pass his exam to be a Certified Building Official.

**Motion by Commissioner Ward to approve the assignment of duties, the \$3500 salary increase, and filling the vacant \$25,000 permitting clerk position. Motion seconded by Commissioner Boldt.**

Chairman Jones asked what the County was doing in the meantime as we are completing hiring process for the second permitting clerk.

Mr. Moron said both Mrs. Bankston and Mrs. Lolley will take on floodplain issues and that Joe Crozier is willing to help out also. Mr. Moron noted that after both ladies are comfortable in their positions, he is going to cross train them in both roles. Mr. Paterson will also learn flood plain management. Mr. Moron said there will be multiple employees crossed trained to cover each role.

**Motion carried 4-0.**

Mr. Moron said he would like to remove the RESTORE Coordinator from Cortni Bankston and reassign to Erin Griffith.

Mr. Pierce said it is more logical to assign Erin since she is the grant manager for the County.

**Motion by Commissioner Parrish to transfer the RESTORE Coordinator position from Cortni Bankston to Erin Griffith. Motion seconded by Commissioner Boldt.**

**Motion carried 4-0.**

2. Street Sweeper/Cleaner Purchase: Since October 1<sup>st</sup>, Sheriff Smith has assumed responsibility for cleaning the County's bridges. In November, he recommended the use of a street sweeper to remove debris such as glass, rocks, sand, etc. that couldn't be removed by hand. His staff looked at a few vendors and found MCP Clean that has a state contract. Mr. Nathan Hipps of MCP brought the SW8000 to the Sheriff's Department for a demonstration. It did a very good job of cleaning and collecting broken glass, rocks, and sand that was deliberately placed in a parking lot area at the Sheriff's Department. I received a state contract quote (attached to packet) in the amount of \$45,226 for this unit. Besides the bridges, this unit could be used to clean other areas in the county, like the parking lot on St. George Island, especially during the busy season. I checked with Mrs. Erin Griffith (Fiscal Manager) and she recommends funding this purchase from Right-of-Way maintenance budget. If the use of the sweeper/cleaner reduces the number of times the Sheriff needs inmates to clean the bridge, during the upcoming budget process the Board could reimburse the Right-of-Way budget from the Bridge Clean-up budget for this purchase of the street sweeper. *Board action to authorize the purchase of the SW8000 for the State contract price of \$45,226 from MCP Clean.*

Commissioner Parrish asked how Mr. Moron proposed reimbursing the ROW budget from the BCU budget. Mr. Moron said if the use of the sweeper/cleaner reduces the number of times the Sheriff needs inmates to clean the bridge, during the upcoming budget process the Board could reimburse the Right-of-Way budget from the Bridge Clean-up budget for the purchase of the street sweeper. Commissioner Parrish asked if the Sheriff is agreeable to reduce his budget provided the sweeper reduces the number of times inmates are needed. Mr. Moron confirmed he has spoken with Sheriff Smith. However, until it is purchased and we know how much time it will save, we do not know what kind of impact it will have on the budget.

Chairman Jones said the sweeper will sweep and remove debris from emergency lane. He believes it will make a difference and with frequent use make it easier to clean.

Commissioner Ward said this will be a safer option for cleaning the bridges.

**Motion by Commissioner Boldt to authorize the purchase of the SW8000 for the State contract price of \$45,226 from MCP Clean. Motion seconded by Commissioner Ward. Motion carries 4-0.**

3. Beautification Grant: At the December 1<sup>st</sup> meeting, bids were opened for the St. George Island Entry Landscaping project which is funded by a FDOT Beautification Grant secured by the County with the assistance of the SGI Civic Club. The only bid received was from Lawnsapes of Bay County, Inc. and it was opened, read aloud and accepted by the Board. Unfortunately, this bid was greater than the FDOT Beautification \$97,385 grant. Mr. Mark Curenton (County Planner) negotiated with Lawnsapes and was able to reduce the project's scope of work therefore bringing the project into budget. Lawnsapes submitted a revised estimate (attached to packet) that was approved by FDOT. *Board action to approve the revised bid amount and award the project to Lawnsapes of Bay County, Inc.*

**Motion by Commissioner Parrish to approve the revised bid amount and award the project to Lawnsapes of Bay County, Inc., seconded by Commissioner Boldt. Motion carries 4-0.**

4. Legislative Funding Prioritized Projects: At the last meeting the Board was informed that Senator Ausley is requesting the Legislative Budget Request forms no later than Friday, January 15<sup>th</sup>. The Board's next meeting is scheduled for Tuesday, January 19<sup>th</sup> so approval of the list is needed today. I recommend submitting the same items for the same funding amounts as last year. The first item would be \$1,500,000 for a new Emergency Operation Center. Last year we received funds for design and engineering, but no construction funding. The second item would be \$250,000 for a Fire Sprinkler/Suppression system for Fort Coombs Armory. The County received approximately \$100,000 from the State a few years ago but has not been successful in obtaining any other funding to complete the \$300,000 project. If the Board agrees this morning, Mrs. Bankston will start working on the budget request applications tomorrow after the Board of Adjustment meeting. I have not heard if the County will be responsible for adding and prioritizing any city projects. *Board action to authorize \$1,500,000 for the construction of a new Emergency Operation Center and \$250,000 for a Fire Sprinkler/Suppression system at the Fort Coombs Armory as the County's Legislative Budget request for this year.*

Commissioner Parrish said he would like to make sure our Senators are aware that last year we received the funds to draw plans for the Emergency Operation Center and \$100,000 is set aside for the fire sprinkler/suppression system. He would like them to know the entire story, reemphasize the additional funds needed to complete the projects.

**Motion by Commissioner Parrish to authorize \$1,500,000 for the construction of a new Emergency Operation Center and \$250,000 for a Fire Sprinkler/Suppression system at the Fort Coombs Armory as the County's Legislative Budget request for this year. Motion seconded by Commissioner Ward.**

Commissioner Boldt confirmed the Board's strategy is to keep it consistent with focusing on these two projects. Mr. Parrish said we have been waiting for ten years or longer for the EOC. They did approve the design and engineering and usually they will come up with the funding the following year. Mr. Pierce said eight counties received funding in Florida for new EOCs. It is possible everyone will get the same amount and be treated equally.

Chairman Jones asked that we let them know that as a county we have been unified in putting our EOC at the airport and emphasize the importance of such during the hurricane.

Pierce reminded the commissioners that the funding for the sprinkler system was a problem brought on by the state fire marshal when we took it over from the State.

**Motion carried 4-0.**

5. Ethics Classes: Attorney Daniel Cox is available to teach the Ethics Class any Saturday in January. The class would be held here in your meeting room and would be from 8am until 12 noon. Based on your schedules is there a preference between the 16<sup>th</sup> or 23<sup>rd</sup>? *Board discussion and direction.*

**Chairman Jones, Commissioner Ward, and Commissioner Parrish, all agree to the 23<sup>rd</sup>. Commissioner Boldt is not available on the 23<sup>rd</sup> and Mr. Moron will get with him separately to set up an alternate class.**

6. Transfer GMC Terrain to Library: The Ford F-150 purchased for the Building Department was delivered last week. I would like to transfer the 2013 GMC Terrain from the Building Department to the Library. It would be used by the Library Director to go travel between branches and attend meetings and trainings, mostly in Tallahassee. The Library Director is not a 24 -7 "on call" director so will not be authorized to take the vehicle home. *Board action to transfer the 2013 GMC Terrain from the Building Department to the Library.*

**Motion by Commissioner Parrish to transfer the 2013 GMC Terrain from the Building Department to the Library. Motion seconded by Commissioner Boldt.**

**Motion carried 4-0.**

7. Stimulus Extension: With the signing of the COVID-19 Relief Bill into law on Sunday, December 27<sup>th</sup>, many of the CARES Act program deadlines have been extended to December 31, 2021. This applies to the County's CARES Act direct funding and to the Coronavirus Relief Funds (CRF) funding. There were no additional funds in the Relief Bill for local governments direct funding, however, there probably will be more CRF funding for rental assistance, utility payments, etc. As soon as more information is available Mrs. Lori Switzer Mills (SHIP Administrator) will inform the Board. As for the local government direct funding, Mrs. Traci Buzbee (CARES Consultant) will attend a future meeting to update the Board. *Board discussion.*

Mr. Moron will work together with Lori and Mrs. Linda to find a process so that it is not as cumbersome on the finance department.

Commissioner Parrish asked if there was still money available for businesses since only 11 businesses qualified. Mr. Moron said Mrs. Traci submitted approximately \$1.9 million in payroll expenses but she has not heard back as to whether it is approved. Mrs. Traci will discuss with the Board at a future meeting. Commissioner Parrish liked the process before and thinks the money should go to individuals but with more oversight. Mr. Moron reminded the Board that this is not a recurring income and should not be used as such. He said it would be a good time to work on capital projects. Commissioner Parrish said he likes the checks and balances in place.

8. Public Comments Policy: At your last meeting the Board agreed to amend the Public Comment Policy. I sent you a final draft of the policy for your review. Are there any additional changes that should be made to the policy and is the Board ready to enact this policy at the January 19, 2021 meeting? *Board discussion.*

Commissioner Boldt said he is ready to move forward, Commissioner Ward agreed.

Mr. Moron said he would like to post policy tomorrow and noted that we will have to give grace since it is a new policy.

9. BOA Appointment: Commissioner Ward is recommending Mr. David Duncan as the District 5 representative on the Board of Adjustment. This Board meets on the first Wednesday of every month to review variance requests and make recommendations to the Board. *Board action to appoint Mr. David Duncan as the District 5 representative on the Board of Adjustment.*

**Motion by Commissioner Ward to appoint Mr. David Duncan as the District 5 representative on the Board of Adjustment. Motion seconded by Commissioner Boldt.**

**Motion carried 4-0.**

**B. Information Items:**

1. Holiday Schedule: Michele Maxwell, Clerk of Court, submitted the 2021 Courthouse Holiday schedule (attached) for your information. If you have any questions regarding the schedule do not hesitate to contact the Clerk.

2. Eastpoint Sidewalk Public Notice: There will be a public meeting on Thursday, January 7, 2021 at 5:00 p.m. (ET) held at the Eastpoint Fire House on 6<sup>th</sup> Street. Comments will be taken from the general public about a proposed sidewalk along Otter Slide Road and Avenue A from Ridge Road to Vrooman Park. The public is invited to attend to learn more about the proposal.

3. River Road Sidewalk Public Notice: There will be a public meeting on Thursday, January 14, 2021 at 5:00 p.m. (ET) held at the Carrabelle Christian Center at 142 River Road. Comments will be taken from the general public about a proposed sidewalk along River Road from Mill Road to Highway 98. The public is invited to attend to learn more about the proposal.

Commissioner Ward will be attending both meetings and encouraged the public to attend.

4. Apalachicola National Forest: "The Apalachicola National Forest (ANF) is requesting comments on a habitat improvement/longleaf restoration proposal. The comment period for the initial scoping period will end January 28, 2021. More information about this project can be found at <https://www.fs.usda.gov/project/?project=59199>. Please see the attached (packet) document for information on submitting comments.

5. COVID-19 LSE: The Chairman has signed, as authorized by the Board, COVID-19 Local State of Emergency Declarations for the weeks starting December 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup>, and 28<sup>th</sup>.

Mr. Alan Pierce updated the Board on the FDOT report, noting it has not been released. Therefore, we do not know the standing of the Ryan Drive grant. Mr. Pierce said that we should know something next week. Mr. Michael Moron will send a copy of the report to the Board upon its release.

Chairman Jones asked what duties have been assigned to Mrs. Griffith. Mr. Moron said quite of few things have been assigned and they are continuing to assign things to her. Chairman Jones just not sure if she was doing budgetary items and RESTORE Act. Mr. Pierce said the FEMA projects have been assigned to her and that she is the Budget and Grants Coordinator. Mrs. Griffith will be attending a procurement training next week. Mr. Moron said if there was anything that the Board would like to transfer over to her, they would just need to notify the Clerk of Courts.

Commissioner Parrish Triumph funds will come through, if we can get some to come here. Hard to get anyone to come here.

Chairman Jones nothing in particular, just knows there is a lot of things done by the Clerk's office. To clarify if we are going to do anything like RESTORE do we have to have a vote. Mr. Pierce said with RESTORE we have to have a vote, with the Consortium it can be any staff member.

**County Attorney – Michael Shuler – Report**

Attorney Shuler reminded the Board of the upcoming workshop on February 16<sup>th</sup> to discuss flood plain management. Attorney Shuler asked that the Board send a list of specific questions and concerns for Ms.

Rebecca Quinn so that she is prepared for the workshop. Commissioner Parrish suggested contacting contractors in case they have any questions. Mr. Moron said his office will reach out to them.

**Commissioners' Comments**

Commissioner Ward extended her prayers to the Lockley family and said to let them know if she can help in any way to please let her know. Commissioner Boldt concurred.

Chairman Jones said hopefully they will be returning to health and home soon.

Commissioner Boldt inquired into the request for a quarterly report from FWC relative to the shutdown of the bay. Chairman Jones said they were told that FWC would take that into consideration but was not promised the quarterly report.

Commissioner Boldt observed a large amount of water accumulated on the roads in between St. James Bay and Carrabelle where the rainwater encroached well over the center line. Commissioner Boldt would like the road department to take a look at it.

Mr. Moron will put them in contact with Benny from DOT.

**Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 12:15 p.m.

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Ricky Jones – Chairman

Attest:

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Michele Maxwell – Clerk of Courts