

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS**  
**REGULAR MEETING**  
**COURTHOUSE ANNEX, COMMISSION MEETING ROOM**  
**JUNE 15, 2021**  
**9:00 AM**  
**MINUTES**

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

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

**Call to Order**

Chairman Jones called the meeting to order at 9:00 a.m.

**Prayer and Pledge**

Chairman Jones led the Board in prayer followed by the Pledge of Allegiance.

**Approval of Minutes**

A. June 1, 2021, Regular Meeting

**On a motion by Commissioner Lockley, seconded by Commissioner Ward, and by unanimous vote of the Board present, it was agreed to approve the minutes from the meeting held on June 1, 2021. Motion carried 5-0.**

**Payment of County Bills**

**On a motion by Commissioner Parrish, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to approve the payment of the County Bills. Motion carried 5-0.**

**Awards and Recognitions**

B. Mr. Danny Collins of DUKE Energy will be presented with a Resolution of Appreciation

Mr. Collins introduced his team, Mr. Mark (Runt) Moses, the supervisor for our area, and Mr. Jim Ginley, the director for the entire region.

Chairman Jones read the resolution as follows:

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS, OF FRANKLIN COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA EXPRESSING APPRECIATION FOR THE CONTINUED PARTNERSHIP BETWEEN DUKE ENERGY AND FRANKLIN COUNTY**

**WHEREAS,** Duke Energy provides safe and reliable electric service to over ten-thousand customers in Franklin County; and

**WHEREAS,** Duke Energy has been an exceptional corporate and community partner having contributed over \$66,000 to Franklin County nonprofit organizations in 2020; and

**WHEREAS**, On October 10, 2018 Hurricane Michael made landfall as a category five hurricane and was the strongest hurricane to impact Franklin County in nearly a century; and

**WHEREAS**, Duke Energy and its employees worked tirelessly to restore electric service to Franklin County's residents following Hurricane Michael allowing the county to quickly begin the recovery and rebuilding process.

**NOW, THEREFORE BE IT RESOLVED**, by the Board of County Commissioners, of Franklin County, a political subdivision of the State of Florida, in regular session this 15<sup>th</sup> day of June, 2021, as follows:

1. The Franklin County Board of Commissioners expresses its appreciation to Duke Energy for the continued partnership between Duke Energy and Franklin County.
2. The Franklin County Board of Commissioners recognizes the tremendous work performed by Duke Energy and its employees to quickly and safely restore electric service to Franklin County's residents following Hurricane Michael in 2018.
3. This Resolution shall become effective immediately upon adoption hereof.

Each commissioner thanked Duke Energy for their efforts during Hurricane Michael and their ongoing service to our community.

### **Public Comments**

No public comments.

Mr. Moron presented the following from his report at this time:

8. SHIP Disbursement Check: The Clerk's Finance office received a pay request from the SHIP Administrator for a contractor's final payment. However, the homeowner hasn't signed the Certification of Final Inspection as yet but is expected to do so before your next meeting on July 6th which is three weeks from today. With that in mind, would the Board consider authorizing the Clerk's Finance Office to do a special check run contingent upon the receipt of the completed Certification of Final Inspection?

**On a motion by Commissioner Parrish, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to authorize a special check run contingent upon the receipt of the completed Certification of Final Inspection. Motion carried 5-0.**

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

Nothing to report at this time.

### **Department Directors Report**

#### **Superintendent of Roads and Bridges – Howard Nabors**

C. Report

#### **Informational Items**

1. Detail of Work Performed and Material Hauled by District

No action items.

Commissioner Parrish said that he is constantly receiving complaints about the yield sign coming off of C-30 unto Highway 98. He said it is a hazard and he believes we need to make this a stop instead of a yield. Commissioner Parrish would like to direct Mr. Clay to get in touch with the engineers to see if the stop can be included in the

SCOP project. Mr. Kennedy has already spoken to Mr. Curenton and he is willing to speak with DOT and the engineering firm and see what is needed to make the change.

**Commissioner Parrish made a motion to direct Mr. Kennedy with Dewberry to work with Mr. Curenton, Mr. Nabors and DOT to possibly change the design to place a stop sign on C-30 unto Highway 98. Commissioner Boldt seconded.**

Commissioner Lockley said he believes it is necessary due to the increased traffic.

Chairman Jones called for public comment since the item was not listed as an action item. There were no public comments.

**Motion carried 5-0.**

Commissioner Lockley said with all of the visiting traffic he felt like a stop was needed.

He asked Mr. Nabors to be prepared to report to the Board what equipment his department will need to purchase soon. Mr. Nabors said he knows they will have to purchase a few four-wheeled drive trucks. Mr. Nabors announced the ribbon cutting for the new office on Thursday,

Chairman Jones said he will get with Mr. Nabors to get a count for the no-motorized signs needed on the bike path.

### **Solid Waste Director – Fonda Davis**

#### **D. Report**

#### **FOR BOARD ACTION**

Equal Shot request for funding (Proposal attached) \$2,500 donation

**On a motion by Commissioner Lockley, seconded by Commissioner Ward, and by a unanimous vote of the Board present, it was agreed to approve the Equal Shot program funding request for \$2,500.00. Motion carried 5-0.**

Commissioner Lockley asked Mr. Davis to be prepared to report to the Board what equipment his department will need to purchase soon.

Chairman Jones asked if there is something that can be done to provide relief to the homeowners near Regatta Park. Attorney Shuler suggested that the Board establish hours of operation for the park. Chairman Jones said he would suggest 7 am to 7 pm. Attorney Shuler said the sheriff's department would prefer actual hours instead of sunrise to sunset. He does not recommend putting up any trespassing signs at this time.

**Commissioner Ward made a motion to set operation hours for Regatta Park to 7 am -7 pm EST. Seconded by Commissioner Lockley.**

Commissioner Boldt asked if the Board could consider setting hours of operation for Alligator Point beaches. Chairman Jones recommended the Board discuss Commissioner Boldt's suggestion at the workshop and come up with a clearer plan before taking a vote on the issue. Attorney Shuler said he believes the two issues should be addressed with separate motions.

**Motion carried 5-0.**

#### **FOR BOARD INFORMATION**

Right-of-Way Debris Pickup/Recycle Material Hauled

May 26, 2021-June 8, 2021

**~RIGHT-OF-WAY DEBRIS PICKUP~**

Apalachicola 17.76 TONS

Eastpoint 28.89 TONS

St George Island 112.78 TONS

Carrabelle 40.81 TONS

Lanark 12.38TONS

Alligator Point 0- TONS

**~CARDBOARD RECYCLE MATERIAL HAULED~**

Apalachicola 12.24 TONS

Eastpoint 18.38 TONS

St George Island 8.57 TONS

Carrabelle -0- TONS

Lanark -0-TONS

Alligator Point 0- TONS

**~PLASTIC, PAPER, & ALUMINUM RECEIVED~**

.82 TONS

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

##### E. Report

Jennifer Daniels attended via Zoom in place of Ms. Brownell who was attending another meeting.

##### **Action Items:**

NONE

##### **Informational Items:**

1. EOC Staff hosted the Fuel Strategy Meeting with the County Departments, City of Apalachicola, City of Carrabelle, Franklin County Schools, and DOH on 6/9/21.
2. EOC assisted DOH with COVID Signs for immunization clinics held in Carrabelle and Eastpoint 6/12/21 and 6/13/21.
3. Members of Certs hosted a booth at the River Front Festival in Carrabelle on 6/12/21.
4. EOC Staff will be hosting a CERT Basic Training class on 6/19/21 9:00AM-1:00PM, 6/20/21 1:00 PM-5:00PM, 6/26/21 9:00AM-1:00PM,6/27/21 1:00 PM-5:00PM.
5. EOC Staff continues to monitor the stages of the HLMP (Hurricane Loss Mitigation Program) Grant. The HLMP grant has allowed us to mitigate numerous homes throughout Franklin County over the past 5 years.
6. EOC Staff are working diligently with DOH Staff regarding the COVID-19 virus. This includes hosting meetings with representatives from DOH, Sheriff's Department & Weems, EMS, Conference Calls, pushing out messaging from DOH on Facebook and our EOC Website.

#### **Extension Office Director – Erik Lovstrand**

##### F. Report

##### **Action Items**

None

##### **Informational Items**

General Extension Activities:

- During this period, Extension staff assisted citizens on topics related to ID and control of garden pests, interpretation of soil sample reports, coastal dune native plants, pond vegetation ID, and more.
- Extension Director participated in the bi-weekly RCSC/ACF Caucus conference call and two Extension webinars on control of invasive woody vines and invasive skunk vine.

#### Sea Grant Extension Activities:

- Extension Director participated in the National Aquaculture Extension conference via Zoom.
- Franklin County Scallop Sitter volunteers picked up their 50 scallops, predator-exclusion cages, and other gear, to deploy bay scallops in St. George Sound up through the spawning season this fall. This is a cooperative project with FWC to improve scallop spawning potential and supplement wild populations.

#### 4-H Youth Development:

- Local Making Strides 4-H club participated in the Carrabelle Riverfront Festival as an outreach event.

#### Family and Consumer Sciences:

- FNP staff continues to provide nutrition and healthy eating programming in local schools. The current program is titled “Soccer for Success”. All participants receive a free soccer ball at the end of the classes.

#### Home Horticulture Activities:

- Two Master Gardener classes were provided at the Extension office during this period.
- Franklin County Master Gardeners also participated in the Carrabelle Riverfront Festival.

### Interim Airport Manager – Ted Mosteller – Report

#### G. Report 32:08

Good Morning Commissioners,

Reporting from the airport:

After being out of the loop--I’m working feverishly to get up to speed on current events, projects, and needs at the airport—contacting and meeting with those concerned.—engineers, FBO, etc. In the meantime----

The Runway 6/24 lighting project is well underway and I’m expecting information from engineering if sufficient funds are remaining for a change order to add PAPA lights to the project. **This is my recommendation—if there are indeed excess funds available from the grant—request permission to proceed.** The materials will need to be ordered in time to keep the crew on the job.

Chairman Jones asked when the time limit was for the grant and make sure that they are going to be able to proceed and complete the project by the deadline date for the grant. Mr. Moron said procedurally they would need to get a change order from the engineer and then bring it back to the Board for approval.

Since we are into Hurricane season already, the emergency generator for the runway and ramp lights is somewhat a priority. It has been out of service and has not been serviced since Hurricane Michael—when it ran for almost a week before commercial power was restored. Since Ring Power quoted some \$7,000 to retrofit/repair the control system—after the hurricane, I have been able to manually manipulate cranking it, until the battery completely died at the first of the year. Problems include the electronic control board and control sensors (which I was able to patch or bypass) and the injector pump (some \$2,000) (Ring Power estimates total repairs up to \$10,000).

Until a final decision is made on replacement—I **request permission to replace the battery.** (NAPA--soon to be Carquest; quotes \$144.49). Also, the generator appears to be out/low of fuel—or a fuel filter restriction—because of lack of servicing and the old fuel. **I have requested Howard deliver fuel at his convenience.**

Chairman Jones said he would like to see the quote for the generator repair so that the Board could take action on it. In his opinion, it would be better for the repairs to be done than to replace the entire generator. Mr. Moron asked if Mr. Mosteller could request a repair quote so that the generator can be used until it can be replaced. Mr. Mosteller will contact them and request a quote to repair. A new generator would be around \$38K. Mr. Moron asked Mr. Mosteller to get a quote for the repairs and a quote to purchase a new one. Mr. Moron said let's wait for the quote before purchasing the battery.

Chairman Jones asked Attorney Shuler if they could address Mr. Moron's about "staff" being authorized to approve expenditures of the airport up to a certain limit. The Board briefly discussed and decided to wait until after Mr. Mosteller's report to address the issue.

Another priority concern is the West Ramp storm sewer system—which was re-built in 2008. In particular, a sinkhole has opened up on the edge of the ramp—caused by leakage of the system. There is a drainage project coming up in July, which will address this and other drainage issues, however in the meantime. I would like to address this as an emergency safety issue before someone falls into or drives a vehicle or airplane into the sinkhole, and **request Howard send a dump truck of fill dirt.**

Chairman Jones would like to amend the request for lime rock to be used instead of fill dirt.

**Motion by Commissioner Boldt, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved for Mr. Howard to place limerock in the sinkhole.**

Commissioner Lockley requested a list of items in need of repair at the airport. Commissioner Ward confirmed that the generator was covered and out of the elements.

**Motion carried 5-0.**

Mr. Moron and Mr. Mosteller discussed additional details of the repairs needed on the generator. Commissioner Boldt requested a list of items in need of repair at the airport.

### **Reporting from the FBO:**

Ms. Tara Maugham reported on the maintenance and operations of the airport. Ms. Maugham reported the grounds and airport runways are looking good. The new zero turn mower has helped out. She thanked Rusty for helping out with the larger mower. She reported there were minor issues to the buildings and they are working to repair those.

Ms. Maugham reported the following data for YTD: 1985 visitors deplaned, 1100 revenue producing flights. In May, there was 221 revenue-producing flights and 410 passengers deplaned. YTD the airport has brought in \$30,865 in revenue, \$5,514 brought in for May. There are currently (4) four job openings at the airport. The openings are being advertised on Indeed and through local outlets. Mr. Moron will add the advertisement to the County's website.

Commissioner Boldt asked that Ms. Maugham provide her future reports in written format so that the Commissioners could read along.

Mr. Moron presented the following item from his report:

5. Interim Airport Manager: At your last meeting, the Board appointed Mr. Ted Mosteller as the Interim Airport Manager until September 30th when a permanent candidate, to replace the vacancy left by Mr. Jason Puckett's resignation, should be in place. The Board directed Attorney Shuler to prepare a contract to include compensation for Mr. Mosteller during his tenure. Mr. Shuler and I discussed this matter and since Mr. Mosteller's role as the Interim Airport Manager is short, we recommend the Board authorize these few directives for Mr. Mosteller instead of a contract. The first would be, as Mr. Mosteller did this morning, all actions in his role must be approved by the

Board, including but not limited to amending the airport layout plan, entering into contracts or leases, or applying for any grants. Next, Mr. Mosteller is not authorized to charge on any County accounts or encumber any charges for the County without Board or staff approval. As suggested by Commissioner Lockley, Mr. Mosteller will be paid \$1500 per month until September 30th. As it relates to creating a scope of work and a monthly fee for a permanent airport manager, I recommend a committee made up of Mr. Mosteller, Mr. Andrew Hartman of Centric Aviation, and Mrs. Erin Griffith. I believe with Mr. Mosteller's past knowledge of the County's Airport, Mr. Hartman's experience of dealing with multiple airports of different sizes and those airport managers, and Mrs. Griffith financial insight relating to the airport's budget and grants, a draft comprehensive scope of work and monthly fee would be available to the Board for review and discussion before the start of budget workshops in July.

Commissioner Lockley believes we should be looking for someone who can bring in jobs to the airport. Commissioner Boldt said we should be looking for someone who has an understanding of the Triumph grants and projects and how they relate to projects at the airport. He would also like to find someone who has credentials with FDOT Aviation Division and FAA. Chairman Jones noted that with adding additional qualifications the Board should anticipate paying a higher salary.

Chairman Jones asked what staff would be authorized to approve purchases at the airport. Mr. Moron said Mrs. Griffith or himself. They discussed setting a limit of \$1,500 and any purchase over that amount would require Board approval.

Commissioner Boldt said he would like to make sure the \$1,500 monthly salary would be paid to Mr. Mosteller retroactive to June.

**Motion by Commissioner Lockley to approve the directives stated above for Mr. Mosteller as Interim Airport Manager, the \$1500 monthly fee that will terminate along with Mr. Mosteller's role as Interim Manager on September 30, 2021, allowing 'County staff' (Mr. Moron and Mrs. Griffith) to approve purchases up to \$1,500 and the creation of the committee with the stated members to create a scope of work and a monthly fee for a permanent Airport Manager. Commissioner Boldt seconded the motion. Motion carried 5-0.**

#### **Board of Adjustment – Cortni Bankston – Report**

- H. Consideration of a request for a variance to construct a single-family dwelling and stairs/covered porch 4.4 feet into the 25-foot front setback, an open deck 10 feet into the rear 50-foot wetlands setback. Property described as 689 Longwood Court, Lot 43 Whispering Pines Sub Phases 3 & 4, Eastpoint, Franklin County, Florida. Request submitted by Southeastern Consulting Engineers, Inc., agent for Tiffany Boone, applicant. **Advisory Board Recommended Approval.**

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve a variance to construct a single-family dwelling and stairs/covered porch 4.4 feet into the 25-foot front setback, an open deck 10 feet into the rear 50-foot wetlands setback. Property described as 689 Longwood Court, Lot 43 Whispering Pines Sub Phases 3 & 4, Eastpoint, Franklin County, Florida.**

**Motion carried 5-0.**

- I. Consideration of a request for a variance to construct an HVAC Platform deck and stairs 48 inches into the 10 foot side setback. Property described as 114 Connecticut Street, Unit 1 Block J Lot 13, Lanark Village, Franklin County, Florida (House permit # 30078). Request submitted by Dale Crowson, agent for Martha K. Swaggerty, applicant. **Advisory Board Recommended Approval.**

**On a motion by Commissioner Boldt, seconded by Commissioner Lockley, to approve a variance to construct an HVAC Platform deck and stairs 48 inches into the 10 foot side setback.**

Property described as 114 Connecticut Street, Unit 1 Block J Lot 13, Lanark Village, Franklin County, Florida (House permit # 30078). Motion carried 5-0.

## Planning and Zoning – Cortni Bankston – Report

### **Critical Shoreline Applications**

- J. Consideration of a request to modify an existing dock by adding a 4' x 18' finger pier and a 12' x 20' covered boatlift on property described as Lot 4, Block 76, Unit 5, 363 Cook Street, St. George Island, Franklin County, Florida. State and Federal Permits have been received. Request submitted by Better Built Docks, agent for James Slack, applicant. (Application originally approved 12/10/2019) **P&Z Board Recommended Approval.**

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve a request to modify an existing dock by adding a 4' x 18' finger pier and a 12' x 20' covered boat lift on the property described as Lot 4, Block 76, Unit 5, 363 Cook Street, St. George Island, Franklin County, Florida. Motion carried 5-0.**

- K. Consideration of a request to construct a 6'x20' Floating Dock with a 3'x16' Wood Ramp, a 4'x30' Catwalk, a 16'x32' Boat lift, and Cover, a repair of an existing 6'x10' Dock, and replacement of an existing 8'x24' Terminus on property located at 546 River Road, Carrabelle, Franklin County, Florida. Applicant would be contingent upon State and Federal permits. Request submitted by Larry Joe Colson, Agent for William & Anita Shuey, Applicants. **P&Z Board Recommended Approval Contingent upon State & Federal Permits.**

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve a request to construct a 6'x20' Floating Dock with a 3'x16' Wood Ramp, a 4'x30' Catwalk, a 16'x32' Boatlift and Cover, a repair of an existing 6'x10' Dock, and replacement of an existing 8'x24' Terminus on property located at 546 River Road, Carrabelle, Franklin County, Florida, contingent upon State and Federal permits. Motion carried 5-0.**

- L. Consideration of a request to modify an existing dock by adding a 12' x 33' Covered Boat Lift on property located at 2218 Highway 98 East, Lanark Beach, Franklin County, Florida. Applicant has an exemption from State and Federal Permits. Request submitted by Todd Barlow, Applicant. **P&Z Board Recommended Approval.**

**On a motion by Commissioner Boldt, seconded by Commissioner Lockley, to approve a request to modify an existing dock by adding a 12' x 33' Covered Boat Lift on property located at 2218 Highway 98 East, Lanark Beach, Franklin County, Florida, contingent upon State and Federal permits. Motion carried 5-0.**

### **Commercial Site Plan Applications**

- M. Consideration of a request for Commercial Site Plan Review of an RV & Boat Storage Facility on a 4.02 Acre parcel at 50 North Bayshore Drive, Eastpoint, Franklin County Florida. Request submitted by Abel Raouf Arafa, agent for Render & Pam Ward, applicants. **P&Z Board Recommended Approval.**

**On a motion by Commissioner Parrish, seconded by Commissioner Lockley, to approve a request for Commercial Site Plan Review of an RV & Boat Storage Facility on a 4.02 Acre parcel at 50 North Bayshore Drive, Eastpoint, Franklin County Florida. Motion carried 5-0.**

- N. Consideration of a request for Commercial Site Plan Review of a 49.11 5/8 x 51.11 5/8 Firetruck Garage on a 0.344 acre parcel located at 37 Tom Roberts Road, Alligator Point, Franklin County,



Florida. Request submitted by Paul Parker, Agent for The Alligator Point Volunteer Fire Department, applicant. **P&Z Board Recommended Approval.**

**On a motion by Commissioner Boldt, seconded by Commissioner Ward, to approve a request for Commercial Site Plan Review of a 49.11 5/8 x 51.11 5/8 Firetruck Garage on a 0.344 acre parcel located at 37 Tom Roberts Road, Alligator Point, Franklin County, Florida. Motion carried 5-0.**

### **Re-Zoning & Land Use Change Applications**

- O. Consideration of a request for a Public Hearing to re-zone a 2.01 Acre parcel lying in Section 12, Township 7 South, Range 4 West, located at 2332 Highway 98 East, Lanark, Franklin County, Florida, from C-4 Mixed-use Residential to R-1A Single Family Residential Subdivision District. Request submitted by Melinda Carroll & Vicki Williams, applicants. **P&Z Board Recommended Approval for Public Hearing.**

**On a motion by Commissioner Lockley, seconded by Commissioner Boldt, to approve a request for a Public Hearing to re-zone a 2.01 Acre parcel lying in Section 12, Township 7 South, Range 4 West, located at 2332 Highway 98 East, Lanark, Franklin County, Florida, from C-4 Mixed-use Residential to R-1A Single Family Residential Subdivision District. Motion carried 5-0.**

- P. **\*\*\*The applicant has asked the Board of County Commissioners to withdraw this request at this time.**

Consideration of a request for a Public Hearing to re-zone a 5.2 acre parcel lying in Section 36, Township 8 South, Range 7 West, located at 11 South Bay Shore Drive, Eastpoint, Franklin County, Florida from R-1 Single Family Residential District to C-3 Commercial Recreation District. Request submitted by Jana Poirier, Agent for Thoe Sereebutra, applicant. **P&Z Board Recommended Denial for Public Hearing.**

**The applicant has withdrawn their request for a public hearing at this time.**

- Q. Consideration of a request for a Public Hearing to re-zone a 1.23 Acre parcel lying in Section 12, Township 7 South, Range 4 West, located at 2390 Oak Street. Lanark Village, Franklin County, Florida, from C-2 Commercial Business District to C-4 Mixed Use Residential. Request submitted by Charles and Elizabeth Shultz, applicants. **P&Z Board Recommended Approval for Public Hearing.**

**On a motion by Commissioner Boldt, seconded by Commissioner Lockley, to approve a request for Public Hearing to re-zone a 1.23 Acre parcel lying in Section 12, Township 7 South, Range 4 West, located at 2390 Oak Street. Lanark Village, Franklin County, Florida, from C-2 Commercial Business District to C-4 Mixed Use Residential. Motion carried 5-0.**

Mr. Moron presented the following items from his report at this time:

1. P&Z/BOA: At your May 18th meeting I was directed to create an advertisement to encourage volunteers to serve on the County's Planning & Zoning Commission, Advisory Board of Adjustment, and Weems Board of Directors. Mrs. Cortni Bankston, the Zoning Administrator, created the advertisement, uploaded to the County's website, and sent it to WOYS and The Times to run as public service announcements. For better exposure, I directed Mrs. Bankston to purchase an advertisement package from WOYS for the Planning and Zoning Commission and Board of Adjustment vacant seats.

**On a motion by Commissioner Parrish, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board ratified the purchase of the advertisement package from WOYS. Motion carried 5-0.**

2. District 1 P&Z: Prior to the start of the advertisements for the vacant Planning & Zoning vacant seats, Commissioner Jones informed me that he has a candidate, Mr. James Morris, for District 1's Planning & Zoning vacant seat. Mr. Morris is the current St. George Island Civic Club president and is eager to serve on the Planning & Zoning Commission. If approved, the advertisement will be updated to reflect the current vacant seats.

**On a motion by Commissioner Parrish, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board appointed Mr. Jim Morris to the Planning & Zoning District 1 seat. Motion carried 5-0.**

3. Weems BOD: I informed Mr. David Walker, Weems CEO, of the Boards plan to recruit volunteers to serve on vacant P&Z and BOA seats. Mr. Walker stated that he would do the same to fill vacant Weems Board of Directors seats. Before advertising, I suggested that there is a discussion on moving Mr. Duffie Harrison, the current Board Chairman, from the At- Large seat that he currently occupies to District 5 seat on the Board. That would allow Mr. Walker to advertise for an At-Large seat in addition to any other vacant seat.

**On a motion by Commissioner Ward, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board approved moving Mr. Duffie Harrison, the current Board Chairman, from the At- Large seat that he currently occupies to District 5 seat on the Board.**

Commissioner Ward said she has reached out to Mr. Harrison and he concurs with this change.

**Motion carried 5-0.**

The meeting recessed at 10:20 a.m. and resumed at 10:35 a.m. Commissioner Lockley had to leave the meeting at this time.

### **Public Hearings 10:35 a.m. (ET)**

- R. 10:35 a.m. (ET) or thereafter: AN ORDINANCE REZONING 0.129 ACRES OF LAND IN SECTION 31, TOWNSHIP 8 SOUTH, RANGE 6 WEST, FROM C-1 COMMERCIAL FISHING DISTRICT TO C-4 COMMERCIAL RECREATION DISTRICT.

Mrs. Bankston notified the Board of a discrepancy in the request. The rezoning request is for C-3 Commercial Recreation District and not a C-4. Chairman Jones asked if they plan to add public restrooms. After the rezoning is approved, the applicants will bring a site plan to the Board for approval. Attorney Shuler said if the Board approves the rezoning, all this allows is for the applicant to apply for uses authorized within the C-3 Commercial District. The applicants will be required to apply for a site plan. The Board is not in a procedural situation to make a decision on the site plan at this time. Commissioner Parrish said they would be required to remove the trailers every six months or when a hurricane is eminent as to the standards required of the adjacent neighbors.

There were no public comments. The applicants did not attend in person nor via Zoom.

The Board discussed the request and did not feel they had enough information to make a decision.

**Commissioner Ward made a motion to table the item until the Board could receive further information from the applicant.**

Attorney Shuler said the Board could table the item and reschedule for a specific date, or direct staff to re-advertise for a future public hearing.

**Commissioner Ward amended the motion to table the item and request staff to re-advertise for a future public hearing, seconded by Commissioner Boldt. Motion carried 4-0.**

- S. 10:40 a.m. (ET) or soon thereafter: AN ORDINANCE AMENDING THE FRANKLIN COUNTY COMPREHENSIVE PLAN TO CHANGE THE PERMITTED USE OF A 1.37- ACRE PARCEL OF LAND IN SECTION 25, TOWNSHIP 7 SOUTH, RANGE 5 WEST, FROM RESIDENTIAL TO COMMERCIAL.

Mr. Lorne Whaley, the applicant, gave the Board a brief overview of the total sales and donations made from the food truck since the alternative site opened on May 12<sup>th</sup>. Ms. Mary Lawhon, the property owner, was in person and said she was in full agreement with Mr. Whaley's requested use.

**Commissioner Ward made a motion to approve an ordinance amending the Franklin County Comprehensive Plan to change the permitted use of a 1.37-acre parcel of land in Section 25, Township 7 South, Range 5 West, from Residential to Commercial. Commissioner Boldt seconded the motion.**

Commissioner Ward said that she would like to make note that Mr. Lorne has served a lot of people in the community. She said that she had reached out to the RV Park located nearby the property in discussion and the owners are in full support of the request.

**Motion carried 4-0.**

- T. 10:45 a.m. (ET) or soon thereafter: AN ORDINANCE REZONING 1.37 ACRES OF LAND IN SECTION 25, TOWNSHIP 7 SOUTH, RANGE 5 WEST, FROM R-4 SINGLE FAMILY HOME INDUSTRY DISTRICT TO C-4 MIXED USE RESIDENTIAL DISTRICT.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved an ordinance rezoning 1.37 acres of land in Section 25, Township 7 South, Range 5 West, from R-4 Single Family Home Industry District to C-4 Mixed Use Residential District. Motion carried 4-0.**

### **Fiscal Manager/Grants Coordinator – Erin Griffith – Report**

- U. Report

#### **Action Items**

1. BOARD ACTION: Approval to advertise for construction Timber Island Road Project

The bid solicitation for the construction portion of the Timber Island Road Resurfacing Project was ready to go in between commission meetings and to expedite the project, the Planning Department proceeded with the placement of the ad in the local and regional newspapers. Construction will consist of approximately 0.90 miles of widening and resurfacing, striping, signs, and grassing along Timber Island Road. The bids are due to the Clerk's Office by 4:00 p.m. on July 19th and will be read aloud at the commission meeting on July 20th.

**On a motion by Commissioner Parrish, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board granted retroactive approval for the Planning Department to advertise for construction bids for the Timber Island Road Resurfacing Project. Motion carried 4-0.**

2. BOARD ACTION: Accept ranking of firms for CEI Timber Island Road Project

At your last meeting, the proposals were opened and released to the ranking committee for the CEI for the Timber Island Road Project. The committee has ranked Southeastern Consulting Engineers as the top firm.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board authorized the Planning Department to proceed with negotiations with Southeastern Consulting Engineers. Motion carried 4-0.**

3. BOARD ACTION: Acceptance of FAA Airport Coronavirus Response Grant

As reported at your regular meeting on May 18th, the county applied for a second installment of Coronavirus Relief Funding for the Apalachicola Regional Airport. The FAA is providing the funds to help offset declines in aviation revenues arising from diminished airport operations and activities as a result of the COVID-19 public health emergency. The funds provided can only be used for purposes directly related to the airport and can include the reimbursement of an airport's operational and maintenance expenses. The county was notified yesterday of the grant award for \$9,000.

**On a motion by Commissioner Boldt, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board authorized the Chairman's signature on the grant acceptance form contingent upon review by County Attorney Michael Shuler. Motion carried 4-0.**

4. BOARD ACTION: Notice of Program Closeout – 1st CARES Act Program Allocation

Franklin County received \$2,115,719 in CARES funding based upon the documented cost of public safety personnel during the pandemic. These funds provided aid to other governmental agencies (transfers to the Cities of Apalachicola and Carrabelle), grants to local businesses, assistance to local food pantries, provided for operational expenditures relative to Coronavirus response including disinfectants, barriers, large scale software and computer upgrades, kiosks, message boards and digital scanners, funded the new computer animated dispatch system for the Sheriff's Department and funded the fortification and protection of the landfill transfer station pad. There is still one pending COVID remediation request for an estimated \$62,558 in antibacterial and antimicrobial surfacing of the county jail of which will be advertised for bid sometime this month. The CARES cost tracking workbook is attached. The Notice of Program Closeout simply attests that Franklin County acknowledges that the 1st round of CARES funding is complete and fully-documented.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board authorized the Chairman's signature on the Notice of Program Closeout. Motion carried 4-0.**

5. BOARD ACTION: Sheriff's E911 Grants

E911 Coordinator Renee Brannan will be available by phone to answer any questions in regards to the following two grants.

a. Regional NG-9-1-1 Grant Agreement and Vendor Contract

At the April 20th meeting, the Board approved the Region 1 GIS Mapping Grant (NG-911) application and regional MOU. This five-year grant will interface mapping data within the region and will leverage technology to enhance response time, provide additional mapping detail and services to process incoming 911 calls. The time-sensitive grant agreement for this project was

sent to the E911 Coordinator Renee Brannan and signed by the Chairman on June 3rd. Approval is also requested for the attached sole-source provider Datamark's contract for the regional project.

Commissioner Ward asked if Attorney Shuler had reviewed the agreement and contract. Attorney Shuler said he had not reviewed this particular one. However, this is a multi-county agreement and we are basically locked into the terms.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved the Chairman's signature on the grant agreement for the Regional NG-911 Grant Program and the Datamark contract. Motion carried 3-0. (Commissioner Parrish stepped out momentarily)**

b. RapidDeploy E911 Software-as-a-Service (SAAS) Agreement

Also at the April 20th meeting, the Board signed the grant agreement for the E911 RapidDeploy grant. This \$63,960 grant is part of the tri-county rural grant for five years of software licensing that will interface the newly updated mapping data with the E911 system at the Sheriff's Department. The RapidDeploy system will combine mapping and data analytics with cloud-based software. This grant will fund the replacement of the existing GEOCOMM software. RapidDeploy is the sole-source provider and the Board's approval of the attached SAAS agreement is requested.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved the Chairman's signature on the attached RapidDeploy Software-as-a-Service Agreement. Motion carried 3-0. (Commissioner Parrish stepped out momentarily)**

5. BOARD ACTION: Acceptance of Annual Edward Byrne Memorial Justice Assistance Grant (JAG)

Each year, the Sheriff's Department applies for funding through the Edward Byrne Memorial Justice Assistance Grant Program. The 2021 value of the grant is \$34,832 and provides funding for certain law enforcement activities and personnel.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, to authorize the Chairman to sign the Acceptance of Federal Funding Assistance for the Sheriff's JAG grant.**

Chairman Jones asked if the JAG grants were included in the Sheriff's budget. Mrs. Griffith said they would be included.

**Motion carried 3-0. (Commissioner Parrish stepped out momentarily)**

7. Board Information: CORRECTION Preliminary Estimate of Taxable Value Percentage Increase

At your last meeting, I incorrectly reported the percentage increase in the 2020 to 2021 taxable value. The values were reported correctly, however the percentage increase as reported at 13.81% was the two-year increase in taxable value (from 2019 values), not the one year rate of increase from 2020 to 2021 taxable value which is 7.92%. It is still the highest rate of appreciation as seen by Franklin County since the crash of the housing market almost fifteen years ago but not a double digit one-year increase in taxable value that was previously reported. I would also like to make the public aware that this reported number is an increase in the overall taxable value of property for Franklin County – not an increase in the tax rate.

**County Coordinator – Michael Morón – Report**

V. Report

**Action Items:**

1. P&Z/BOA: At your May 18th meeting I was directed to create an advertisement to encourage volunteers to serve on the County's Planning & Zoning Commission, Advisory Board of Adjustment, and Weems Board of Directors. Mrs. Cortni Bankston, Zoning Administrator, created the advertisement, uploaded to the County's website and sent it to WOYS and The Times to run as public service announcements. For better exposure, I directed Mrs. Bankston to purchase an advertisement package from WOYS for the Planning and Zoning Commission and Board of Adjustment vacant seats.

***Item addressed earlier in the meeting.***

2. District 1 P&Z: Prior to the start of the advertisements for the vacant Planning & Zoning vacant seats, Commissioner Jones informed me that he has a candidate, Mr. James Morris, for District 1's Planning & Zoning vacant seat. Mr. Morris is the current St. George Island Civic Club president and is eager to serve on the Planning & Zoning Commission. If approved, the advertisement will be updated to reflect the currently vacant seats.

***Item addressed earlier in the meeting.***

3. Weems BOD: I informed Mr. David Walker, Weems CEO, of the Boards plan to recruit volunteers to serve on vacant P&Z and BOA seats. Mr. Walker stated that he would do the same to fill vacant Weems Board of Directors seats. Before advertising, I suggested that there is a discussion on moving Mr. Duffie Harrison, the current Board Chairman, from the At- Large seat that he currently occupies to District 5 seat on the Board. That would allow Mr. Walker to advertise for an At-Large seat in addition to any other vacant seat.

***Item addressed earlier in the meeting.***

4. Road Paving Change Orders: The following are updates and change orders to the paving project.

District 1: The Board, at the May 4th meeting, approved a \$63,180 change order for asphalt and striping on sections of 5th, 6th, and 7th streets on St. George Island. Chairman Jones would like to void that change order and replace it with a \$192,050 change order to pave Power Drive and Smith Street in Eastpoint.

District 2: Commissioner Boldt submitted Jeff Sanders Road and Enabob Street for work, however more specific information is required before Roberts and Roberts can provide a quote.

District 3: Roberts and Roberts should be finalizing paving the Chapman parking lot and the eastern end of MLK Jr. Street (road to the fish cleaning table). Parking striping was not included in the original quote for the Chapman parking lot, should staff request a quote for striping?

District 4: During the May 4th meeting a portion of Bluff Road was approved for asphalt overlay and striping. After the overlay was completed, a soft spot was found at that location. Upon further investigation, it has been determined that a washout of the soil around the box culvert and has caused undermining of that road section. Roberts and Roberts have submitted a \$20,000 quote to replace the fill and repair that section. There is a possibility that once the work starts, there might be more damage that what has been estimated and additional repairs will be required.

Commissioner Parrish added that he would like to get striping and wheel stops for the Buddy Ward Park.

District 5: The County is waiting for engineering and survey information before proceeding with repairs to Ryan Drive. Commissioner Ward requested quotes to stripe (paint) a portion of Frank McKamey, a portion Lighthouse Road, and Beacon Street. That total quote is \$4,510. The

Commissioner also requested a quote to stripe (paint) C.C. Land Road, 10th Street, 7th Street, 6th Street, and Brian Street. The total cost to stripe these streets are \$13,755.00.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved the \$192,050 change order for District 1, request a quote for parking striping and wheel stops for the Chapman Building parking lot in District 3, the \$20,000 change order for the repairs on Bluff Road in District 4, along with Commissioner Parrish would like to get striping and wheel stops for the Buddy Ward Park and the \$4,510 and \$13,755 striping change orders for District 5. All change orders will be paid from that district's paving funds. Motion carried 4-0.**

5. Interim Airport Manager: At your last meeting, the Board appointed Mr. Ted Mosteller as the Interim Airport Manager until September 30th when a permanent candidate, to replace the vacancy left by Mr. Jason Puckett's resignation, should be in place. The Board directed Attorney Shuler to prepare a contract to include compensation for Mr. Mosteller during his tenure. Mr. Shuler and I discussed this matter and since Mr. Mosteller's role as the Interim Airport Manager is short, we recommend the Board authorize these few directives for Mr. Mosteller instead of a contract. The first would be, as Mr. Mosteller did this morning, all actions in his role must be approved by the Board, including but not limited to amending the airport layout plan, entering into contracts or leases, or applying for any grants. Next, Mr. Mosteller is not authorized to charge on any County accounts or encumber any charges for the County without Board or staff approval. As suggested by Commissioner Lockley, Mr. Mosteller will be paid \$1500 per month until September 30th. As it relates to creating a scope of work and a monthly fee for a permanent airport manager, I recommend a committee made up of Mr. Mosteller, Mr. Andrew Hartman of Centric Aviation, and Mrs. Erin Griffith. I believe with Mr. Mosteller's past knowledge of the County's Airport, Mr. Hartman's experience of dealing with multiple airports of different sizes and those airport managers, and Mrs. Griffith financial insight relating to the airport's budget and grants, a draft comprehensive scope of work and monthly fee would be available to the Board for review and discussion before the start of budget workshops in July.

*Item addressed earlier in the meeting.*

6. Board Committee Assignment Change: Commissioner Jones asked if any other Commissioner would be interested in serving on the Apalachicola Bay System Initiative (ABSI) to reduce some of his meeting load. Since Commissioner Boldt serves on Small County Coalition that only meets during conferences, I asked both Commissioners if they would consider switching committees, and they agreed.

**On a motion by Commissioner Ward, seconded by Commissioner Parrish, and by a unanimous vote of the Board present, the Board authorized assigning Commissioner Boldt to ABSI and Chairman Jones to the Small County Coalition. Motion carried 4-0.**

7. Community Action Request: The rehabilitation project at 579 Ridge Road is almost complete but there were a few issues with the project. Those issues have been resolved, but there is a small change order that requires Board action. There is a damaged joist that was not included in the initial estimate that will cost \$750 to repair. Community Action is managing this project; therefore, the repair will be paid from the donated funds.

**On a motion by Commissioner Parrish, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved the \$750 change order for the repairs to 579 Ridge Road. Motion carried 4-0.**

Chairman Jones requested that the Board receive an updated report of the funding to provide the information to the public.

8. SHIP Disbursement Check: The Clerk's Finance office received a pay request from the SHIP Administrator for a contractor's final payment. However, the homeowner hasn't signed the Certification of Final Inspection as yet, but is expected to do so before your next meeting on July 6th which is three weeks from today. With that in mind, would the Board consider authorizing the Clerk's Finance Office to do a special check run contingent upon the receipt of the completed Certification of Final Inspection.

*Item addressed earlier in the meeting.*

9. Timber Island Road Ad: In order to expedite the timeline for the Timber Island Road widening and resurfacing project, Mr. Curenton sent the advertisement for construction bids to the newspaper over a week ago. It ran last Thursday and is also on the County's website and Demand Star. By doing this, the Board can open bids at the next meeting instead of in August.

*Item addressed earlier in the meeting.*

10. Ethics Training 2020 Letter: I was informed by the Florida Association of Counties that the ethics class held on Saturday, May 15th will be credited for 2021 not 2020. Would the Board consider authorizing the Chairman to sign a letter stating that the Board tried on numerous occasions, during 2020, to schedule an ethics class but because of COVID was not able to. This letter would accompany any reports you are asked if your 2020 ethics training was completed.

Attorney Shuler said that he will reach out to the Ethics Commission and let them know that a letter will be forthcoming.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board authorized the letter and the Chairman's signature. Motion carried 4-0.**

11. CDBG Close Out Letter: Last week Mrs. Deborah Belcher, CDBG Administrator, submitted the CDBG close out documents. The document reports included the original \$700,000 grant amount plus the Eastpoint Wildfire additional funds. The document package was due yesterday so I asked the Chairman to sign the necessary forms last week to get them to Mrs. Belcher in time to meet yesterday's deadline.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board ratified the Chairman's signature on the CDBG grant close out documents. Motion carried 4-0.**

### **Informational Items**

12. Building Official Date Correction: At your May 18th meeting I informed the Board that Mr. Steve Paterson received his Provisional Building Official license. I stated that Mr. Paterson would assume the role and receive a pay raise as the County Building Official effective May 15th, but in my report, I mistakenly typed March 15th. For the record, Mr. Paterson assumed the responsibility as the County's Building Official along with the new salary effective May 15th.



13. CareerSource Training: Mrs. Kim Bodine, CareerSource Executive Director, informed me that at least one board member and staff from each county is required to participate in training that provides an orientation to local workforce boards and the various roles and responsibilities of each partner. This training can be done online. Let me know if you are interested in registering for this training.

14. Health Department HIV Testing Event: The Florida Department of Health will be hosting a HIV testing day event on Monday, June 28th on St. George Island. This event will be on the empty lot next to the main beach parking lot from 10:00 am to 2:00 pm. A flyer is attached to my report.

Mr. Moron announced that the workshop would not be live-streamed and anyone who wanted to attend could do so in person or by Zoom. Mr. Moron explained the latest executive order regarding social distancing requirements.

Commissioner Parrish asked for an update on the cameras at the Abercrombie Boat Ramp.

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

W. Report

Action Item: Leave No Trace Ordinance – include any other beaches to be included?

Commissioner Boldt said he would like to include Alligator Point.

**Commissioner Boldt made a motion to include the beaches at Alligator Point in the Leave No Trace Ordinance, seconded by Commissioner Ward. Motion carried 4-0.**

### **Commissioners' Comments**

Commissioner Boldt announced a social event in Alligator Point on July 3<sup>rd</sup> and invited Commissioners to attend. The event will be held on Mariner Drive off of Alligator Drive.

Mr. Moron said the applicant whose item was tabled earlier in the meeting was now online and asking to speak to the Board. Since the item has already been voted on, the Chairman could not allow her to speak on the issue at this time. Mr. Moron said that he will get with Mrs. Bankston and have her collect more information from the applicant before the next meeting.

### **Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 11:28 am.

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Ricky Jones – Chairman

Attest:

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Michele Maxwell – Clerk of Courts