

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING  
COURTHOUSE ANNEX, COMMISSION MEETING ROOM  
FEBRUARY 15, 2022  
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, and Jessica Gay-Deputy Clerk to the Board

**1. Call to Order**

**Chairman Jones called the meeting to order.**

**2. Prayer and Pledge**

**Commissioner Ward led the Board in prayer followed by the Pledge of Allegiance.**

**3. Approval of Minutes**

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved the minutes from the Regular Meeting and Workshop on February 1, 2022. Motion carried 5-0.**

**4. Payment of County Bills**

**On a motion by Commissioner Parrish, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board approved the Payment of County Bills. Motion carried 5-0.**

**5. Special Project Coordinator - Alan Pierce - Update**

Mr. Pierce will update the Board on the Eastpoint and 2-mile dredging projects. Mr. Pierce informed the Board that he and Chairman Jones had a teleconference with the Corps. They did not provide an update on scheduling however they did inform us that it is going to take an additional \$1 million to complete the project. If we do not dredge the north-south arm of the Two-Mile channel, the cost would be the initial price. We told the Corps that we need to do the entire thing and that we will find the money. Dan felt that the consortium would fund the additional funds. It is possible we will need to do some short-term financing. Mr. Pierce said unless there is a difference in opinion we are moving forward. Attorney Shuler asked Mr. Pierce if he was ready for the board to approve an action for the increase. Mr. Pierce said the Board could wait until we receive the draft invoice letter. Commissioner Parrish noted that the north-south arm of the Two-Mile channel is the most important area to dredge, and without it, you have to go all the way out to the cut. Commissioner Parrish commended Mr. Pierce and Chairman Jones for doing this. Mr. Pierce said the added expense is due to the amount of piping needed to lay because all of it is being pumped to one location. Commissioner Ward asked if Triumph funds could be used for this. Mr. Pierce said the trouble with Triumph funds is that it has to be used for job creation.

## **6. Public Comments**

There was no request for public comments.

## **Constitutional Officers**

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

Clerk Maxwell had nothing to report at this time.

## **Department Directors Reports**

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

a. Detail of Work Performed and Material Hauled by District (see attached documents)

Mr. Nabors had no action items for the Board. He reported they have been fixing shoulders for the past week and will start cleaning sidewalks and bike paths soon. Chairman Jones asked Mr. Moron if he would like to address item B from his report at this time. Mr. Moron said not at this time. Mrs. Griffith thanked Mr. Nabors for hosting the upcoming auction on Saturday.

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

Informational Items

a. Right of Way Debris Pickup/Recycle Material Hauled (see attached report)

Mr. Davis had no action items for the Board. He reported that the bike path at DW Wilson park had been repaired and the playground equipment on St. George Island is being removed. Commissioner Lockley said he has been getting complaints about issues with tying up and stepping off of the dock at Lombardi's. Chairman Jones inquired as to whether there is a dock there at all. Commissioner Parrish noted that there is one place going up the little creek but there is not a lot of room to build a dock there. Commissioner Parrish said his concern is that someone will tie up and leave their boat. He said that he has had complaints also. Commissioner Lockley inquired about using a golf cart for the parade on Saturday for the H'Cola parade. Mr. Moron said there would be no need for a motion to allow the board to use the golf carts. Commissioner Boldt mentioned adding hitching posts at each of the docks. Mr. Moron said if you put posts, you then have issues with blocking the ramps.

Commissioner Ward announced that she had received the signs in memory of Charlie Cate, and a local builder has donated his time and materials to build a frame to put inside of the fence. She said that she will keep everyone updated on when they will be installed.

Mr. Davis asked Commissioner Boldt if he wanted to speak about their conversation regarding derelict structures homes. Commissioner Boldt said there is a derelict structures home with broken concrete located on Gulf Shore Blvd. He asked if the Board has a way of clearing all of that debris off of the beach. The old point lounge was cleared by the local park officers, and the question came up from a neighbor who is looking over the debris. Commissioner Boldt asked if the board had the authority to remove it. Attorney Shuler said we have a judicial remedy but not a policy. He noted there is a program through state and FEMA to purchase derelict structures properties to clear debris. The Board can pursue a public nuisance lawsuit and we have one ongoing now. Attorney Shuler said the current remedy is judicial or state funding to clean up. He noted that Mr. Pierce had dealt with that more. Mr. Pierce said that Attorney Shuler was correct, and we have done these two to three times before, where the county purchased the property and tore down the building of the

derelict structure. Sometimes the homeowners will get insurance money and chose not to clear the debris. Mr. Pierce said we have yet to go on private property and put liens on them. We have acquired property and cleaned it up. Commissioner Boldt asked if we could send letters to the owners. **Commissioner Boldt made a motion to send letters to the property owners requesting they remove the debris of the derelict structure from their properties. Seconded by Commissioner Parrish.** Chairman Jones called for public comments and there were none.

Commissioner Lockley asked if the property in question was underwater. Mr. Pierce said it probably has land and were houses built on grade. Commissioner Boldt said the houses were on pilings. Commissioner Boldt said maybe in the future we could include in the building permit a provision for removing derelict structures property. Attorney Shuler asked Mr. Davis to get the 911 addresses and photographs of the properties so that he can send a letter to the property owners. **Motion carried 5-0.**

Attorney Shuler said that he will have the building official go down and do an official report to see if the property should be condemned, basically if the building has been 50% or more destroyed. Chairman Jones asked Attorney Shuler if he needed to request a similar motion for the property located at 981 East Gulf Beach Drive which has a derelict structures house leftover from Hurricane Michael. Attorney Shuler said yes, the Board could entertain a motion to complete a similar process. **Commissioner Ward made a motion to send a letter to the property owners at 981 East Gulf Beach Drive requesting they remove the debris of the derelict structure from the property. Commissioner Boldt seconded the motion.** Chairman Jones called for public comments and there were none. Commissioner Lockley said we have got to tighten up on some of these issues. Chairman Jones said he can almost assure that it would be worth a lot more cleared off. **Motion carried 5-0.** Chairman Jones said he will double-check the address.

Chairman Jones said he would like to mention the boys' basketball regional game coming up on Thursday. The FCS will be hosting the event.

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

Informational Items (see attached report)

Mrs. Daniels presented the report and there were no action items.

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

a. New EOC: At your January 5, 2022, meeting, while discussing the new Emergency Operations Center design, Mrs. Pam Brownell your Emergency Management Director, submitted some changes to the design for consideration. Mr. Doug Shuler, the project architect, reviewed Mrs. Brownell requested changes and incorporated those changes into the plan keeping the original 4,884 square feet footprint previously approved by the Board. With that information, I authorized Mr. Doug Shuler to proceed with the formal design. The Board will be updated as the project progresses.

Mr. Moron said we are moving along with the project. Commissioner Boldt asked if any of the flood zone mitigation would affect the design of the project. Mr. Moron said he does not believe so. Mr. Moron said there is one time-sensitive issue with the flood zone area at that discussion will be held at 10:0 a.m.

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

Informational Items

*General Extension Activities:*

a. During this period, the Extension office assisted citizens on topics related to hemispherical scale infestation on coontie palms, camellia scale treatment, interpreting soil test reports, providing information on burning permits, boxwood issues, and more.

b. Extension staff continued in-house training regarding a new event planning software being adopted by the NW Extension District.

*Sea Grant Extension:*

c. Extension Director participated in another meeting of the Community Advisory Board for the ABSI project, being led by FSU.

d. Extension Director participated in another meeting of the SUNS working group to discuss potential nature-based projects to mitigate issues related to stormwater, erosion, and other coastal topics.

e. Extension Director participated in another meeting for a grant project funded by the TNC SOAR program to study nutrient removal capacity by aqua cultured oysters.

*4-H Youth Development:*

f. Information and classroom materials went out to all teachers in the County for the annual 4-H Public Speaking Competition. The County-level competition will take place during March this year.

*Family and Consumer Sciences:*

g. Family Nutrition Program is partnering with the Capital Area Community Action group to provide adult nutrition classes at the Extension office.

h. Our Family Nutrition Program assistant continues providing nutrition programming in local schools.

*Agriculture/Home Horticulture:*

i. Extension Director conducted field visits in Apalachicola, St. George Island, Eastpoint, and Lanark Village during this period to assist homeowners on various issues.

Mr. Lovestrand announced that the 4-H Public Speaking Competition is now sponsored by Florida Power and Light.

## Other Reports

### 12. TDC Administrator – John Solomon

#### Action Item

a. On Wednesday, February 9th the TDC Board approved to recommend awarding the second Museum Project Grant for the Replacement of the Columns on the front of the Raney House Museum project. They have requested \$25,000 for the project. This is a reimbursable grant, and the project must be completed before reimbursement can be made if approved. The grant had been approved as acceptable by Mrs. Erin Griffith before the TDC board voted on recommending it to the Commission.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved the Museum Project Grant application for the replacement of the columns on the front of the Raney House Museum project. Motion carried 5-0.**

#### Information Items:

- b. The October 2021 collections were \$294,549.
- c. The November 2021 collections for \$144,542.

The Board recessed at 9:50 a.m. and reconvened at 10:00 a.m.

The Board moved to the following item at this time.

### **Dewberry & Baker/Donelson - County Flood Map Update 10 a.m. (ET)**

Mr. Moron announced that there are representatives online through Zoom from Dewberry and Baker Donelson. Attorney Shuler said the Board received the updated mapping information and requested they give the Board a short synopsis of the amendments that are being proposed.

Mr. Clay Kennedy said that they made a case to FEMA that the analysis that was performed was fairly outdated and that it met the shaded Zone X. FEMA came back and gave their approval for us to move forward with the revised prelim, if the depths were over one foot, they wanted that to be shown as flood Zone A which has the mandatory insurance requirement. So, we took that and went back to the drawing board went back to mapping and modeling to see how we could best interpret things within FEMA's paradigm. At this stage, we have to engage FEMA to get that revised prelim. Unfortunately, when a hazard or risk has been shown they want to lean on the side of caution. We took their guidance and direction and created what you see here. We are looking to the county to determine that this meets their needs to move forward. Attorney Shuler inquired as to when the Board would need to decide on this. Attorney Shuler inquired if there was a deadline that had been identified on when the Board needs to respond. Mr. Kennedy said the sooner the better but I don't have a hard cut-off date. We are going to try to be as flexible as possible. It takes a lot of time, and the delays add up. Attorney Shuler asked if he could explain to the Board the impact on the runways, existing structures, and future construction. Mr. Kennedy said a lot of Zone A is being removed around the structures at the airport, it is becoming Zone X. We are keeping it in places where there are drainage channels around the airport. We are very aware that you are wanting to extend the runway off to the northwest. There is an unfortunately a good amount of depth around the northwest side. Mr. Kennedy said we can look at the terrain. There is existing drainage infrastructure that is going around the northwest side of the runway. If you extend out in that direction you are going to have to do something with the flows around that area. Mr. Moron said that when we met with John Collins from AVCON he showed John these maps and he liked them and thought they were much better than what we had. He said he didn't see any problem with getting funding for extending the runway and there would be money for drainage. He said that he will make sure that was part of the plan. Mr. Mosteller asked about the ditches on the northwest end, can you put a culvert in the ditch. Mr. Moron said that would be a question for Mr. Collins. Mr. Moron said along with Mr. Mosteller, and Mr. Collins, Mrs. Angela the flood plain manager likes the proposed map. Mr. Kennedy said there will always be an opportunity to pursue a revision to the map. If you are going major changes, it's probably something you are going to want to do anyway.

Chairman Jones asked if that concluded his presentation. Mr. Kennedy said yes unless the Board has any more questions. Commissioner Boldt noted that in addition to the airport there is also residential property in this area. Commissioner Boldt asked if in the study did, he see any areas where stormwater can be rescued and mitigated to alleviate this problem. Mr. Kennedy said there was an area with embankments and access roads if those might be contributing to the runway drainage issue. He said if you are extending the runway out you would want to do some type of analysis to alter the drainage. Commissioner Boldt asked if his final evaluation would include ideas for stormwater management. Attorney Shuler said that is being done by our engineer. Chairman Jones said he is in favor of adopting the map, having a real discussion to take airport funds for us to do our own study of water around the airport. He said the FAA says 22 ft and this study says it's 8 ft closer to sea level. We need to get an answer. Mr. Moron said we should adopt this map today and meet with John to let us know what funding is coming.

**Commissioner Boldt made a motion to approve adopting the map change, seconded by Commissioner Lockley.** Commissioner Lockley spoke in opposition to additional studies, **Motion carried 5-0.**

Mr. Moron said he and Mr. Mosteller will talk to John and let him know that the Board wants to meet to discuss future grant money for future projects. Chairman Jones said that we need to engage someone because he believes the factual basis is flawed. Mr. Mosteller said that is part of the drainage projects coming up that AVCON is working on to tell us what we need to do to get rid of the water. Commissioner Boldt noted that the facts of the studies can be used to present our case even stronger to FEMA.

### 13. Interim Airport Manager – Ted Mosteller

#### Informational Items

a) As reported last meeting--all Projects and issues addressed in previous meetings are still ongoing.

*Note: John Collins is scheduled to update you at the March 1st Meeting.*

b) The next quarterly Northwest Florida Region CFASPP (Continuing Florida Aviation System Planning Process) (FDOT) will be held on Thursday, March 3, at the NorthwestFlorida Beaches Intl. Airport.

c) FDOT sponsored Kimbley Horn meeting 09:00 February 17th at 09:00 --meeting concerning the economic impact of the airport.

d) Duke Economic Development—Strategic Site Inventory meeting—February 17th at 13:00.

e) The FDOT has given a heads up that the next airport licensing inspection is upcoming—to be scheduled before 4/30/2022.

f) Questions/Discussion

## Presentations and Requests

### 14. Dewberry & Baker/Donelson - County Flood Map Update 10 a.m. (ET)

*Item addressed earlier in the meeting.*

### Planning and Zoning Adjustment Board Report

#### 15. Critical Shoreline Applications

##### a. 55 South Bayshore Drive

Consideration of a request to construct a Single-Family pier and terminus located at 55 South Bayshore Drive, Lot 3 Spanish Oaks Subdivision, Eastpoint, Franklin County Florida. Request submitted by Garlick Environmental, agent for Brett Jones, applicant. The recommendation will be contingent upon State and Federal Permits.

Planning and Zoning Adjustment Board recommended approval

**On a motion by Commissioner Parrish, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board approved the request to construct a Single-Family pier and terminus located at 55 South Bayshore Drive, Lot 3 Spanish Oaks Subdivision, Eastpoint, Franklin County Florida. Motion carried 5-0.**

#### 16. Commercial Site Plan Applications

##### a. 118 Oyster City Drive

Consideration of a request for Commercial Site Plan review of a 100'x80' commercial building on a 2.98-acre parcel located at 118 Oyster City Drive, Eastpoint, Franklin County Florida. Request submitted by Brian Jackson, agent for Bay and 98 LLC, applicant.

Planning and Zoning Adjustment Board recommends approval

**On a motion by Commissioner Ward, seconded by Commissioner Lockley, and by unanimous vote of the Board present, the Board approved the request for Commercial Site Plan review of a 100'x80' commercial building on a 2.98-acre parcel located at 118 Oyster City Drive, Eastpoint, Franklin County Florida. Motion carried 5-0.**

Mrs. Bankston said there was an error in the item presented at the last meeting for 1432 Mill Court. The lot number stated 29 and should have been 28. Board action requested to accept the corrected legal description changing the address in the variance that was approved. **Motion by Commissioner Lockley, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved the correction from lot 29 to lot 28. Motion carried 5-0.**

## County Staff & Attorney Reports

### 17. Fiscal Manager/Grants Coordinator – Erin Griffith

a. **BOARD ACTION:** County Equipment Auction Authorization - Additional Equipment The county equipment auction will be held on Saturday, February 19th, at 9:00 a.m., at the Franklin County Road Department located at 376 Highway 65 in Eastpoint. There will be a chance for interested parties to preview the items the day before the auction if interested – the Auction Flyer and the authorized list for disposal are attached to this report with the auctioneer’s contact information. The attached list of surplus equipment and vehicles will be the final additions for the auction.

Board action to approve the removal from inventory and authorize the sale of the attached list of surplus equipment at the upcoming auction on February 19th.

**On a motion by Commissioner Ward, seconded by Commissioner Parrish and Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved the removal from inventory and authorize the sale of the attached list of surplus equipment at the upcoming auction on February 19th. Motion carried 5-0.**

b. **BOARD ACTION:** Resolutions Authorizing SCOP and SCRAP Transportation Grant Applications

The attached resolutions authorize the three grant applications being submitted as part of the 2022 road grant cycle with the Florida Department of Transportation. The first resolution pertains to the widening and resurfacing of the southern portion of CR67 from Highway 98 north to State Forest Road 172, the second resolution pertains to the widening and resurfacing of the remaining 1.795 miles of CR30A which was excluded due to cost in the existing grant project, and the third resolution is for the remaining 1.156 miles of Mill Road which was not paved in 2016.

Board action to adopt the attached resolution authorizing the grant applications for the FDOT SCRAP and SCOP road grant programs.

### RESOLUTION FRANKLIN COUNTY, FLORIDA BOARD OF COUNTY COMMISSIONERS

**WHEREAS, in 2016, Franklin County paved a portion of Mill Road with funds provided by a Small County Outreach Program grant (436837-1-54-01), and,**

**WHEREAS the cost of the project precluded Franklin County from paving the entire length of Mill Road that had been originally proposed, and**

**WHEREAS there remain 1.156 miles of Mill Road that were not paved under the 2016 SCOP grant, and**

**WHEREAS, the Florida Department of Transportation has offered the opportunity to apply for funding through the Small County Outreach Program to pave the remainder of this road,**

**NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF**



**COUNTY COMMISSIONERS that they support the application for a Small County Outreach Program grant from the Florida Department of Transportation for the paving of the remaining 1.156 miles of unpaved Mill Road and Ricky D. Jones, the Chairman of the Board of County Commissioners, is hereby authorized to sign the Small County Outreach Program grant application requesting funding for this project. This project is Franklin County's second priority for this year's SCOP application.**

**This Resolution approved this 15th day of February 2022.**

**RESOLUTION  
FRANKLIN COUNTY, FLORIDA  
BOARD OF COUNTY COMMISSIONERS**

**WHEREAS, beginning in 2022, Franklin County widened and resurfaced a portion of**

**CR 30A with funds provided by a Small County Outreach Program grant (440621-1-54-01), and,**

**WHEREAS the cost of the project precluded Franklin County from widening and resurfacing the entire length of CR 30A that had been originally proposed, and**

**WHEREAS there remains 1. 795 miles of CR 30A that will not be widened and resurfaced under the existing SCOP grant, and**

**WHEREAS, the Florida Department of Transportation has offered the opportunity to apply for funding through the Small County Outreach Program to widen and resurface the remainder of this road,**

**NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS that they support the application for a Small County Outreach Program grant from the Florida Department of Transportation for the widening and resurfacing of the remaining 1.795 miles of CR 30A, and Ricky D. Jones, the Chairman of the Board of County Commissioners, is hereby authorized to sign the Small County Outreach Program grant application requesting funding for this project. This project is Franklin County's first priority for this year's SCOP Application.**

**This Resolution approved this 15th day of February 2022.**

**RESOLUTION  
FRANKLIN COUNTY, FLORIDA  
BOARD OF COUNTY COMMISSIONERS**

**WHEREAS, County Road 67 runs north from Carrabelle to the Liberty County line, providing an important transportation link to Franklin County, and,**

**WHEREAS, County Road 67 also provides an evacuation route for the citizens and visitors of**

Franklin County, and

WHEREAS County Road 67 is a narrow road in need of widening and resurfacing, and

WHEREAS Franklin County has applied for and been approved for funding from the Florida Department of Transportation to widen and resurface the southern portion of County Road 67 from Highway 98 northwards to State Forest Road 172, and

WHEREAS, the Florida Department of Transportation has offered the opportunity to apply for funding through the Small County Road Assistance Program to widen and resurface the final portion of County Road 67,

**NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS that they support the application for a Small County Road Assistance Program grant from the Florida Department of Transportation for the widening and resurfacing of County Road 67 from State Forest Road 172 to the Franklin/Liberty County line, and Ricky D. Jones, the Chairman of the Board of County Commissioners, is hereby authorized to sign the Small County Road Assistance Program grant application requesting funding for this project.**

This Resolution approved this 15th day of February 2022.

**On a motion by Commissioner Ward, seconded by Commissioner Lockley and Commissioner Boldt, and by a unanimous vote of the Board present, the Board adopted the resolution authorizing the grant applications for the FDOT, SCRAP, and SCOP road grant programs.**

Chairman Jones said that in serving on the small council coalition, he has learned that the legislation is looking at cutting funding for the SCOP and SCRAP funds even more. He said that he has spoken with Representative Shoaf and Ausley's offices and expressed his concerns. Mr. Moron said he believes it would be beneficial for each of the commissioners to call their offices.

**Motion carried 5-0.**

c. BOARD ACTION: Authorize Acceptance FDOT Highway Beautification Grant Eastpoint Franklin County has received the attached Highway Beautification Grant from the Florida Department of Transportation. The Eastpoint Civic Association applied for the grant with full cooperation from Franklin County and will manage the day-to-day needs of the project. Franklin County will be responsible for advertising for bids, accounting, invoicing, and reporting. The \$57,500 grant award will landscape areas along Highway 98 at the intersections of SR30 and SR65.

Board action to authorize the chairman to sign the attached grant agreement for the Eastpoint Highway Beautification Grant.

**On a motion by Commissioner Ward, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board authorized the Chairman to sign the attached grant agreement for the Eastpoint Highway Beautification Grant. Motion carried 5-0.**

Commissioner Ward thanked the Eastpoint Civic Association for all of their efforts in getting things cleaned up.

d. BOARD ACTION: FAA Airport Assistance ARPA Funds

As announced by the Secretary of Transportation on June 22, 2021, the Apalachicola Regional Airport is eligible for funds under the American Rescue Plan Act 2021 (Public Law 117-2) (ARPA). The purpose of these funds is to provide economic relief to airports in response to the COVID-19 pandemic.

These funds can be used for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. Any airport development must be directly related to combating the spread of pathogens at the airport. The FAA is asking each airport to implement a face mask policy at any public-use airport which receives ARPA funds. The attached poster is available on the CDC website. We are not aware of any enforcement requirements or any penalties for those who do not wear face coverings, but recommend the Board direct the FBO to post the attached poster from the CDC to serve as the grant required mask policy on site.

Board action to authorize the attached application for Federal Assistance SF-424 Form for FAA ARPA funds in the amount of \$22,000 and have the attached notice from the CDC posted at the FBO.

**On a motion by Commissioner Lockley, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board authorized the attached application for Federal Assistance SF-424 Form for FAA ARPA funds in the amount of \$22,000 and have the attached notice from the CDC posted at the FBO. Motion carried 5-0.**

e. BOARD ACTION: Final DRAFT Procurement Policy

The DRAFT procurement policy was presented at the January 18th meeting. In the past month, several minor revisions to clarify processes have been incorporated into the draft policy. Attached is the final DRAFT procurement policy. The existing \$10,000 threshold in the 2012 policy has proven to be overly restrictive as \$10,000 in today's economy does not allow for departments to make repairs and purchases timely. The attached will change the formal bid solicitation threshold from \$10,000 to \$25,000.

Purchases of \$25,000 or more will have to be properly advertised and awarded at a public meeting. Tiered purchases from \$10,000 to \$25,000 will require the informal solicitation of (3) quotes and approval by the County Coordinator or Fiscal Manager. Board action to approve and adopt the attached DRAFT procurement policy.

**On a motion by Commissioner Parrish, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board approved and adopted the Procurement Policy.** Chairman Jones noted that the policy reflects that we would be soliciting three quotes but not requiring three. We would still be able to move forward if three quotes are not submitted.

**Motion carried 5-0.**

f. BOARD ACTION: Board authorization to advertise for construction bids  
Island View Park

The engineering and construction specifications will be ready by the end of the month for the restoration of Island View Park. Island View Park opened as a new park in August of 2018. Just two months later, Hurricane Michael devastated the area, and the park was almost completely destroyed. The construction of this park was handled directly by the various state agencies and upon completion, Franklin County was responsible for the maintenance and operation of the park. The total estimated FEMA project cost for the restoration is \$1,325,471 which included an estimated \$421,000 in mitigation work to make the park more resilient to damage from future storms.

Some of the specified mitigation work will include the replacement of the solid composite decking on the terminal with flow through the decking, the addition of stainless steel pipes inside the hollow composite handrail posts, replacement of the 2” mesh balusters with stainless steel balusters, parking lot repairs/resurfacing, the installation of 400 linear feet of 12’ deep sheet piles along the waterside of the sidewalk and the replacement of 120 linear feet of block wall with a cast in place decorative wall.

Board action to authorize advertising for construction bids for the restoration of Island View Park.

**On a motion by Commissioner Boldt, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board authorized advertising for construction bids for restoration of Island View Park.** Commissioner Lockley asked if we were going to have the same issue as with the dredging if the price going to be higher. Mrs. Griffith said that she hopes not but construction costs have definitely risen. **Motion carried 5-0.**

g. BOARD ACTION: Board authorization to advertise for construction bids Carrabelle Beach Wayside Park

The engineering and construction specifications will be ready by the end of the month for the Carrabelle Beach Wayside Park Project. The project includes the restoration and preservation of the 14 picnic pavilions and restroom building. The exact mix of funding (Insurance Proceeds, Historical Grant Funding, TDC Sales Tax Beach Park Facility Funding) for this project will be undetermined until the construction bids are received. Board action to authorize advertising for construction bids for the restoration of Carrabelle Beach Wayside Park.

**On a motion by Commissioner Ward, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board authorized advertising for construction bids for the restoration of Carrabelle Beach Wayside Park.** Commissioner Boldt said that he appreciates the preservation efforts and believes the park has very special characteristics. **Motion carried 5-0.**

## 18. County Coordinator – Michael Morón

### Action Items

a. Code Enforcement Update: During a workshop on February 1st, the Board heard a summary

report presentation on Code Enforcement from Apalachee Regional Planning Council (ARPC). This report was based on a series of workshops held throughout the county, hosted by ARPC, with the intention of allowing public input on improving code enforcement in the county. That same week, Mr. Steve Paterson (Building Official) and I reviewed the report's list of the public's priority concerns and discovered that a majority of items apply to your Building Department or Zoning Office. Another issue to address is an improved process for complaints received by phone. What has been in place for years is a link on the county's website that allows the public to send complaints, concerns, and suggestions to your administrative office. Those emails are then forwarded to the appropriate department for review along with a reply email updating the sender. However, the process for phone call complaints is not as organized. Mr. Paterson and I are working on a plan that will centralize the complaint/concern/suggestion process that includes a change to the way that the Building Department and Zoning Office interact, and we believe this plan will address a majority of the concerns on the report's priority list. We will schedule meetings with each of you in the upcoming days to discuss this plan. Does the Board have any specific issues for us to consider as we work on the plan?

The Board discussed the code enforcement update. Mr. Moron explained how each department interacts together and that there needs to be a streamlined process. Commissioner Parrish spoke regarding how the telephone calls are received. He asked if it would be better for the complaints to be sent by email or mail. If it is written it would be easier to pass along. Mr. Moron noted that there has been a new law passed that no complaints can be made anonymously. He said that with their new phone system if you leave a voicemail, it is automatically sent to that person's email along with the caller's number. Commissioner Lockley said he does not want the code enforcer to be giving any other employees grief. Chairman Jones suggested having an email address designated for complaints, Mr. Moron said that is his plan. Commissioner Boldt noted his appreciation for this process.

### **Board Discussion**

b. COA Striping Project: Commissioner Parrish was contacted about the possibility of partnering with the City of Apalachicola on a striping/re-striping project of parking spaces and crosswalks on some of the avenues in the downtown area, Riverfront Park, and the public parking lot on Avenue I. The city would like to complete this project before the influx of tourists into the county. The city received a \$10,000 quote for this project in August 2021 and Mr. Travis Wade, City Manager, is in the process of updating that quote. Commissioner Parrish is willing to reimburse the city for half the cost of the project up to \$7500, whichever is less, from District 4's paving funds. I will notify the Board as soon as the quote is updated.

Board action to authorize Commissioner Parrish to reimburse the City of Apalachicola, from District 4's paving funds, for the striping/re-striping of parking spaces and crosswalks in the downtown area, Riverfront Park, and the public parking lot on Avenue I project for half of the project cost up to \$7500, whichever is less.

**On a motion by Commissioner Lockley, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board authorized Commissioner Parrish to reimburse the City of Apalachicola, from District 4's paving funds, for the striping/re-striping of parking spaces and crosswalks in the downtown area, Riverfront Park, and the public parking lot on Avenue I project for half of the project cost up to \$7500, whichever is less.** Commissioner Parrish said he felt this was a safety

issue and that is why he agreed to partner with them. Chairman Jones asked if they were going to put up signs for using the crosswalks. Commissioner Parrish said that would be another issue. Commissioner Parrish said the signage and other things would be a good project for Mainstreet. Commissioner Bold applauded the opportunity for the entities to work together. **Motion carried 5-0.**

#### Informational Items

c. New EOC: At your January 5, 2022, meeting, while discussing the new Emergency Operations Center design, Mrs. Pam Brownell your Emergency Management Director, submitted some changes to the design for consideration. Mr. Doug Shuler, the project architect, reviewed Mrs. Brownell requested changes and incorporated those changes into the plan keeping the original 4,884 square feet footprint previously approved by the Board. With that information, I authorized Mr. Doug Shuler to proceed with the formal design. The Board will be updated as the project progresses.

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

d. Armory Renovation Update: At your last meeting Chairman Jones asked for an update on the Fort Coombs Armory fire sprinkler installation project. Mr. Mark Curenton stated “the advertisement for bids on the Fort Coombs Armory was published in the Apalachicola Times on Thursday, February 10. There will be a mandatory meeting for prospective bidders on Tuesday, March 1, and bids will be opened on March 15. The architects anticipate that construction will take 5 months. This should put completion of the project around the beginning of September, depending on when the actual contract is signed with the builder.” I have been in contact with school district representatives, including the Superintendent, the State Fire Marshal’s Office, and the Armory project architect to coordinate the use of the Armory for the senior prom. I will keep the Board updated.

e. Lanark Village Violation: Attached to my report is a warning letter to a property owner in Lanark Village that moved a storage shed on their property without a permit. Besides not having a permit, the shed also violates the Lanark Village Special District regulations. The Board will be updated if further enforcement is needed.

Mr. Moron announced that the building office will be closed on Friday due to a new permitting system being installed. He noted that Sheriff Smith sent a thank you letter for the Board following through with the pay plan and raises to his employees. Commissioner Parrish asked Mr. Moron to advertise that the building office would be closed on Friday. Mr. Moron said that he would as well as have Mr. Patterson let people know as he is inspecting. Chairman Jones suggested having a spreadsheet for project updates. Commissioner Boldt asked if a uniform sign could be placed at each project letting the public know to go to our website for more information. Chairman Jones and Commissioner Ward did not feel the signs would be beneficial or cost-effective. Commissioner Ward said she does agree that the website could be updated with projects and how they are proceeding.

## 19. County Attorney – Michael Shuler

a. Endo Opioid Sign-On Agreement

Attached are five pages of an opioid settlement agreement. The total agreement is 192 pages. The attached pages consist of the email showing the fifty-five-million-dollar settlement, after payment of state and subdivision fees and costs; the one page showing Franklin County's percentage of the settlement (.0499% rounded numbers), and the Subdivision Settlement Participation Form.

Board Action Requested: Board approval to participate in the settlement and authority for the Chairman to sign the settlement participation form.

**On a motion by Commissioner Lockley, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved participation in the settlement and authority for the Chairman to sign the settlement participation form. Motion carried 5-0.**

## **Commissioners' Comments & Adjournment**

### **20. Commissioners' Comments**

Commissioner Ward thanked Franklin County for the outpouring of support at the car show for benefit of the Cooper family. She said that over \$4,000 was raised for them. The family has received a new home, but they are still in need of a car. Hopefully, they'll be able to use some of these funds to purchase one. Commissioner Boldt shared photos of the road construction at Alligator Point as an update to the Board.

### **21. Adjournment**

There being no further business to come before the Board, the meeting was adjourned.

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**Ricky Jones – Chairman**

**Attest:**

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**Michele Maxwell – Clerk of Courts**