

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING  
COURTHOUSE ANNEX, COMMISSION MEETING ROOM  
MARCH 1, 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 Boldt led the Board in prayer followed by the Pledge of Allegiance. Commissioner Lockley asked for a special prayer for the war in Ukraine. Chairman Jones led the Board in a special prayer.

**3. Payment of County Bills**

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

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

Mr. Pierce updated the Board on the Eastpoint, and 2-mile dredge projects as follows:

Please find attached two letters I received from the Corps right after the 2-15 BCC meeting. One letter is the request for \$5M. The other letter is the written notification that the Corps needs another \$1M on top of the \$5M. I have sent both letters to Mr. Dan Duarte, Gulf Consortium, for his review and comment. Mr. Duarte thinks the request for the \$5M is adequate, and he will begin processing this request. He also thinks the Consortium can cover the additional \$1M but it will require a grant amendment that may take some months to get through the system. Thus, the Board might be required to seek some short-term financing due on the \$1M, but that really depends on when the Corps needs the extra million. I will inform the Board when I have any communication from Mr. Duarte or the Corps. Chairman Jones noted that an update on the timeline would be great due to the upcoming hurricane season.

**5. Public Comments**

Ms. Debbie Jordan spoke regarding concerns of representatives from the state who appeared at the Lanark Village volunteer fire department for a 'surprise visit' on February 23<sup>rd</sup>. She said that she sent Commissioner Boldt a text message asking who requested the inspection/visit. She said that he told her that he had contacted the state fire marshal's office to assist with the concerns. She expressed concerns that the Dispatch Text Response List needed to be updated and that it was in the hands of people it shouldn't have been.

**Department Directors Reports**

**6. Superintendent of Roads and Bridges – Howard Nabors**

Informational Item

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

No action items

Mr. Nabors had no action items for the Board. He reported they had been doing shoulder work in Alligator Point at the intersection. He said they had no inmate labor for the past two weeks. Commissioner Boldt thanked Mr.

Nabors for the work being done in his district.

Mr. Moron said that Mrs. Griffith would like to discuss the results of the auction at this time.

**e. BOARD INFORMATION: AUCTION UPDATE**

The auction that was held by auctioneer Florida Auction Network at the Franklin County Road Department resulted in net sales proceeds of \$70,304.73 for Franklin County. The auction was well-attended being on-site and it was a great time to auction used equipment and scrap due to supply chain shortages with new equipment. The sales proceeds by the department are summarized below for informational purposes.

Road Department \$21,868.98

Solid Waste \$32,015.00

Parks & Recreation \$5,628.75

Animal Control \$2,470.00

EMS \$5,937.50

Planning & Zoning \$1,900.00

Courthouse Maintenance \$190.00

Emergency Management \$247.00

Old DOC Work Camp \$47.50

Chairman Jones thank Mr. Nabors and his staff for the job they do.

**7. Solid Waste Director – Fonda Davis**

Action Item

a. Playground Equipment: Classy Lowery in Carrabelle located at 707 SE Ave C owned by Franklin County and maintained by the Parks and Recreation Department. The playground equipment has been removed over the years and never replaced; the citizens have been waiting patiently for replacement. I have found a piece of equipment and would like to get approval to make the purchase and have it certified installed. Action Requested: Motion to use part of auction proceeds to purchase equipment and have it certified installed.

**On a motion by Commissioner Lockley, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved to use part of the auction proceeds to purchase equipment for the Classy Lowery in Carrabelle and have it certified installed. Motion carried 5-0.**

Commissioner Boldt inquired about Will Kendrick Park. Mr. Davis said it is not budgeted for this year but hopefully we can do it next year. Chairman Jones thanked Mr. Davis and his staff for the job they do for the county.

Informational Item

b. ROW Debris Pickup/Recycle Material Hauled (attached report)

**8. Emergency Management Director – Pam Brownell**

Action Item

a. **Asking for Board approval and signing of the MOU with Franklin County and Gulf County ARC & Transportation. This MOU is the same as last year and serves as our means for transporting our special needs clients out of the county during an evacuation.**

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved the MOU with Franklin County and Gulf County ARC & Transportation. Motion carried 5-0.**

Informational Items (attached report)

**9. Extension Office Director – Erik Lovstrand**

Informational Items (attached report)

Mr. Lovstrand was not present due to a regional meeting and had no action items for the Board.

**10. Library Director – Whitney Roundtree**

Informational Items (attached report)

Ms. Roundtree gave a brief overview of the libraries which was included in her written report. Chairman Jones inquired about books not being returned and how they will be replaced. Ms. Roundtree said they will continue to send collection letters and those who have not returned books will have their cards suspended.

**Other Reports**

**11. Weems CEO - David Walker**

**ACTION ITEMS**

a. Radiology Purchase Requests

The Radiology Department has two requests.

1. The first request is to replace the radiology x-ray equipment in the Emergency Department. The cost to replace the equipment will be \$173,940. We will utilize American Rescue Plan funding to pay for the cost.
2. The second request is to replace the CT scan equipment and relocate it inside of the hospital by renovating one of our existing rooms. The cost to replace the CT scan is \$311,895. We will utilize American Rescue Plan funding to pay for this cost as well. Both machines will be relocated to the new facility when it is built. Board action to approve both radiology equipment purchases.

**On a motion by Commissioner Lockley, seconded by Commissioner Boldt, to approve the purchase of radiology equipment.** Chairman Jones asked for Mr. Walker to confirm this was being paid for through American Rescue Funds and hospital internal funds. Mr. Walker confirmed and said the radiology equipment was estimated at \$173K and the CT equipment (inside the hospital) at \$311K. Commissioner Boldt noted that the hospital recently hired a radiology director. **Motion carried 5-0.**

b. Removal of Old Hospital Beds Off Weems Asset List

In June 2021, Weems received 27 new hospital beds from the Florida Division of Emergency Management Bureau of Response. We would like to remove the old beds from Weems's asset list and pay it forward by donating 15 hospital beds to Gulf Shores Care Center (Nursing Home) in Port St. Joe. Board action to approve the removal of the old beds from Weems asset list. Mr. Walker reported that they had already checked with St. James Health and Rehabilitation, and they have newer beds already in place.

**On a motion by Commissioner Ward, seconded by Commissioner Parrish, and by a unanimous vote of the Board present, the Board authorized the removal of the old hospital beds from Weems' Asset List. Motion carried 5-0.**

**INFORMATIONAL ITEMS**

c. Gulf County Dialysis Funding Request

The Weems Governing Board decided they could not provide financial support for the dialysis facility in Gulf County because the facility is not a part of the hospital departments. However, because the Governing

Board realizes the importance of providing dialysis services, did make a recommendation for me to investigate mobile dialysis options on the grounds of the hospital. Through our research, we have spoken with three companies and have had a meaningful dialogue with one of them. The company is now exploring possible options. This will take some time, but we will be very diligent with our searches. We have individuals in our community that are in various stages of renal failure and some of them cannot receive medical services west of Franklin County because of their insurance type. Providing dialysis services in Franklin County would assist them as well. We do have individuals in the county that do their own dialysis at home. We have also posted a note on our Weems Facebook page seeking to speak with individuals who are using dialysis to get more information to determine what type of dialysis services they are receiving.

Commissioner Lockley inquired into the traveling trailer for dialysis and if it would be moveable. Mr. Walker said one of the options they are looking at is placing a mobile unit on the grounds or the hospital or the other option would be utilizing one of the rooms inside the hospital. Ms. Susan Daniels from Weems Hospital went into more detail about the different options that are available. The type of facility will be determined once the community's needs are analyzed.

Ms. Susan Daniels from Weems Memorial told the Board that they were looking at two options which are a mobile unit semi or bus type. She said that it would be according to the information we receive from the community and what the needs are. Commissioner Ward said she knows that we got a lot of disappointment from Gulf for not partnering, and if we could have done it, we would have. It was not that we didn't want to work with Gulf County, there was no way to fund it.

Commissioner Boldt said that he sees this mobile unit to be one more role for Weems to be accessible to the people. The most important role here is enhancing our master fee schedule and working all of that together. Commissioner Lockley commented on newspapers and how they present the facts. Mr. Walker noted that the hospital's goal is to create access to care for their community. Anything that provides access to care in the community we are happy to support.

d. **Franklin EMS New Community Paramedicine Pickup Truck**

Just to update you, our new EMS community paramedicine pickup truck has been delivered and is on the road. We have also applied for a grant to purchase an additional pickup truck to be a part of the community paramedicine program. These trucks will aid EMS in providing community medical outreach services to assist with patient access during disasters, such as the COVID 19 Pandemic and post-natural disasters.

**12. Interim Airport Manager – Ted Mosteller**

Informational Items (attached report)

Mr. Mosteller had no action items for the Board and gave a brief overview of his written report.

Commissioner Lockley said he would make a motion to get quotes for repairs. Mr. Moron said the repairs should be under \$10k and a motion is not required. Commissioner Boldt asked Mr. Mosteller to summarize the meeting with Duke Energy to look at ways to power the airport. Mr. Mosteller said they are looking at sites around the state for industrial parks. Mr. Moron said he is waiting for more information from Duke before presenting it to the Board. We have had a meeting virtually and one on-site. Mr. Pierce said basically Duke Energy has hired someone to promote the use of electricity. Chairman Jones said he thinks it's a byproduct of what they were able to utilize during Hurricane Michael. Mr. Moron said he thought it was more of a byproduct of Triumph.

**Presentations and Requests**

**13. AVCON (Airport Engineers) - John Collins - Update**

Mr. Collins will update the Board on Airport projects and grants, including the items listed below:

#### Final acceptance of Runway 6-24 Lighting Upgrades

Project completed replaced with led lighting. All lighting on the runway and parallel taxiway were replaced.

Master Plan Update – We are waiting on the final boundary survey confirmation from the surveyor to accurately depict the layout of the airport, official airport boundary. Mr. Collins provided a draft future airport layout plan. Ultimately the airport will grow too. One big development since the last meeting we added a runway extension for 1432 to about 8000 feet. We really need to show the significant runway extension in order to potentially connect the airport with the port, the northwest corner there is an orange extension, it's about 8000 feet total. It can accommodate FedEx and UPS aircraft. It would require pavement strengthening. As to the future of 1836, show its current condition, designate as other than a utility runway. Mr. Moron said he had asked Commissioner Bolt to contact Tyndall to see if they would ever use the airport to do touch and go. Commissioner Boldt said Colonel Peters said they needed at least 6000 feet for that purpose, perhaps with extending it perhaps working with Tyndall about that plan in the early stages. Mr. Collins asked if before did Tyndall asked for the county to install an instrument landing system. Commissioner Boldt said they did not but that would be a great discussion to have with them. Mr. Pierce said when he talked to Eglin they wanted an ILS, it's a million dollars and has to be maintained. No one really wants to fund it because it doesn't create jobs. Chairman Jones asked if it would generate revenue. The challenge for the FAA is the military doesn't buy fuel or pay tax so that money doesn't go back into the airport. Mr. Collins said he would be happy to contact the gentleman at Tyndall to see if that would be a possibility for the county.

#### Fuel Farm Relocation

We have been successful in securing a Triumph grant to construct a brand-new fuel farm. We will build the new one and then decommission the existing fuel farm. The Board could leave for backup. Schedule a meeting with Centric and the county to release bid requests end of March. Construction estimates are in line with the initial budget. Construction costs have increased so there is always the unknown of higher expenses, especially with steel. We have done everything we can to keep prices down.

#### Apron Pavement Rehabilitation Airport

Accessed all slabs and have a plan prepared to bid out in late March or early April. Start in front of the terminal and work our way out and see how far the money gets us. The government approved the bipartisan infrastructure plan, that provided quite a bit of money to FAA to be used at airports. Commissioner Lockley asked if we send that to companies who use it. Mr. Collins said we are careful not to send drafts until we have a final version. Recently a company (Opportunity Florida) got the contract to promote the airport, we sent this to them but let them know it was a draft. This document is available for the county to send to companies looking to possibly relocate here to Apalachicola.

#### Drainage Improvements 1300

Several issues we are going to be addressing with this grant. Mitigate drainage areas Long-term fix planning. Moron noted that John is staying informed on the flood zone updates.

#### Obstruction Removal

Trees in approach surface goal to identify all trees to be removed and work with the county to see

what they want to focus on.

#### FBO Hangar Replacement

The roof is beyond its useful life. Typically, the FDOT does not participate in maintenance. We were able to phrase it hangar replacement project replace the roof with a standing seam roof. DOT has already given us green light to reallocate \$250k those funds will be available on July 1<sup>st</sup>. We are in process of preparing grant documents to provide to the board.

Commissioner Lockley asked how long it will be before the start of the drainage. Mr. John said three to four months is a realistic schedule. Commissioner Boldt is there a link between FEMA and stormwater management to reduce the flood areas that we have. Mr. Collins said we do not have a direct connection with FEMA. They are grabbing topographical data available. I had a discussion early on, to see what the cause of the significant increase of flooding at the airport did not consider the drainage system. Mr. Moron said the county does intend to pay for their own study boots on the ground. Commissioner Lockley asked Mr. Collins to look out for our people. Mr. Collins said Apalachicola is the first on his list, the best thing we can do is be as responsive as possible. Commissioner Jones said once this process is finalized what it's going to do for the county is economic development. This potentially will help with that to narrow it down if someone is looking. Mr. Collins said there are six acres north of the access roads, ready to go today, utilities/stormwater it's ready for a tenant. Mr. Mosteller commented that the military is using our airport right now. They are from Tyndall and Eglin, as far as ILS, we have one in the form of an ieb, the military is not interested in putting money into our airport.

### **RFP/RFQ/Bid Opening**

**14. Sealed Bids - CR 30A IMPROVEMENTS FROM THIRTEEN MILE ROAD TO US 98** The Franklin County Board of County Commissioners will receive sealed bids from any qualified person, company, or corporation interested in constructing: CR 30A IMPROVEMENTS FROM THIRTEEN MILE ROAD TO US 98roject is located in Franklin County, Florida and consists of approximately 5.291 miles (Base Bid) and approximately 3.496 miles (Alternate A) of roadway construction on CR 30A in Franklin County, Florida. The Bid shall include both the Base Bid and Alternate A.

The Board received two bid packages from the following. Mrs. Griffith presented the bid specs to the Board. Mr. Pierce noted that we only have two bids. Mrs. Griffith inquired of Mr. Curenton, and he confirmed that two are fine. The Board received two bid packages from the following.

CW Roberts Contracting, Inc. located at 3372 Capital Circle NE, Tallahassee, FL 32308

Base Bid Amount: \$5,266,610.97

Alternate A Bid Amount: \$3,686,479.58

Bid Bond: Yes

Roberts and Roberts, Inc. located at 1538 Metropolitan Blvd., Tallahassee, FL 32308

Base Bid Amount: \$4,951,370.67

Alternate A Bid Amount: \$3,445,863.82

Bid Bond: Yes

**On a motion by Commissioner Lockley, seconded by Commissioner Boldt, to release the bid packages to the engineer for review.** Commissioner Lockley inquired as to the available grant amount. Mrs. Griffith said

the available grant amount is \$3,462,662.00. Mr. Moron said to give the engineer a chance to look over the bids and see if there is available funding. The stretch of road that would not be covered would be SCOP future paving project. Commissioner Parrish inquired as to if we could include a guardrail at the two washed-out areas. Mr. Pierce confirmed the guardrails were included in the bid request. Mrs. Griffith said it would be an added safety improvement. Mrs. Griffith said as far as the mitigation project we are going to have to move to one lane for a short period of time. **Motion carried 5-0.**

## **County Staff & Attorney Reports**

### **15. Fiscal Manager/Grants Coordinator – Erin Griffith**

#### **a. BOARD ACTION: Hazard Mitigation Grant Application – Alligator Point Fire Department**

Franklin County had submitted a hazard mitigation grant application for the acquisition of the old Alligator Point Fire Department. The County was pursuing this grant in hopes of being able to eliminate a dangerous curve on Alligator Drive-by relocating the paved road across the .81-acre site. Upon review of the Federal restrictions placed upon acquisitions funded by the grant program, the HMGP program is not a good fit for the purchase as it requires the property to remain as open space and would not allow for the construction of a paved road on the site. It is my recommendation that the Board withdraw the application and seek alternative funding sources for the acquisition of the old Alligator Point Fire Department and ask county attorney Michael Shuler to proceed with negotiating a sales contract for the two lots with the contingencies that the county is able to locate a funding source and appraised value. A sales contract with a sales price will be a necessary component for the county to locate funding.

The program restrictions are outlined below for the original HMGP application:

§ 80.19 Land use and oversight.

This section applies to acquisitions for open space projects to address flood hazards. If the Administrator determines to mitigate in other circumstances, he/she will adopt the provisions of this section as appropriate.

(a) Open space requirements. The property shall be dedicated and maintained in perpetuity as an open space for the conservation of natural floodplain functions.

(1) These uses may include Parks for outdoor recreational activities; wetlands management; nature reserves; cultivation; grazing; camping (except where adequate warning time is not available to allow evacuation); unimproved, unpaved parking lots; buffer zones; and other uses FEMA determines compatible with this part.

(i) Allowable uses generally do not include Walled buildings, levees, dikes, or floodwalls, paved roads, highways, bridges, cemeteries, landfills, storage of any hazardous or toxic materials, above or below ground pumping and switching stations, above or below ground storage tanks, paved parking, off-site fill, or other uses that obstruct the natural and beneficial functions of the floodplain.

Board action to authorize the chairman to sign the official letter of withdrawal and authorization for County Attorney Michael Shuler to begin negotiations to get a valid sales contract in place.

**On a motion by Commissioner Boldt, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board authorized the Chairman to sign the official letter of withdrawal and authorization for County Attorney Michael Shuler to begin negotiations to get a valid sales contract in place.**

Attorney Shuler said this will require the county to obtain an appraisal and requested the Board

authorize him to obtain quotes for an appraisal.

**Commissioner Boldt amended his motion to include authorizing Attorney Shuler to obtain quotes for an appraisal, Commissioner Ward seconded the motion. Motion carried 5-0.**

**b. BOARD ACTION: Hurricane Sally Match Waiver**

Hurricane Sally made landfall in September of 2020. This Hurricane was not much of a wind event but did bring a lot of rain and flooding. In the aftermath of Hurricane Sally, Franklin County completed an emergency repair of a culvert washout on Bayshore Drive in Eastpoint. The county's cost share for all restoration projects unless a match waiver is granted, is 12.5%. The waiver may or may not be granted, but it is advisable to ask as FEMA projects are slow to be reimbursed and the Hurricane Michael projects are ongoing.

Board action to authorize the chairman to sign the waiver request once all documentation is available.

**On a motion by Commissioner Parrish, seconded by Commissioner Lockley and Commissioner Ward, and by a unanimous vote of the Board present, the Board authorized the Chairman to sign the waiver request once all documentation is available. Motion carried 5-0.**

**c. BOARD ACTION: RESTORE Program Contract Amendment – Langton & Associates**

In 2021 there was a change in program guidance for the RESTORE program. Initially, Treasury preferred contracts with consultants to be a fixed fee arrangement, however, the new guidelines recommended a fee-based upon actual billable time and materials. Based upon the recommendation, Langton has submitted Addendum #01 which will transition the terms of the original contract from a fixed fee to a time and materials contract structure not to exceed the ceiling price in the executed task order. The consultant will be required to submit labor detail reports with quarterly invoices that show the actual hours billed toward itemized tasks and objectives.

Board action to approve and authorize the chairman to sign the attached Addendum #1 for the RESTORE Act Grant Consultant Agreement with Langton Associates, Inc.

**On a motion by Commissioner Parrish, seconded by Commissioner Lockley and Commissioner Boldt, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached Addendum #1 for the RESTORE Act Grant Consultant Agreement with Langton Associates, Inc. Motion carried 5-0.**

**d. Board Information: Update on RESTORE Projects**

The County Wide Dune Restoration Project and St. George Island Storm Water Project are underway. The preliminary design and engineering concepts for both are nearly complete and the projects are in different stages of awaiting approval from state agencies. At your next meeting, we plan to have an additional task order for the construction grants with Langton Associates for review and approval. Once the current design/permitting phase is completed by MRD and Dewberry Engineers, it will take about one month to gather the required documentation and put together the grant applications. It will take around 90 days after submission for the construction grant applications to be approved.

Commissioner Parrish said he would like county staff to look into using the RESTORE fund to complete the



armory construction. Mr. Pierce said he is not certain RESTORE would fund it. We may argue it was used during the oil spill. Commissioner Parrish said we need to talk to the consultants to see if it is an eligible project. Commissioner Lockley asked if there is any way we can get things done, maybe write legislative delegation to let them know it's not working. Chairman Jones said maybe this is something we can address in the transportation committee.

**e. BOARD INFORMATION: AUCTION UPDATE**

The auction that was held by auctioneer Florida Auction Network at the Franklin County Road Department resulted in net sales proceeds of \$70,304.73 for Franklin County. The auction was well-attended being on-site and it was a great time to auction used equipment and scrap due to supply chain shortages with new equipment. The sales proceeds by the department are summarized below for informational purposes.

- Road Department \$21,868.98
- Solid Waste \$32,015.00
- Parks & Recreation \$5,628.75
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- Planning & Zoning \$1,900.00
- Courthouse Maintenance \$190.00
- Emergency Management \$247.00
- Old DOC Work Camp \$47.50

*Item addressed earlier in the meeting.*

**16. County Coordinator – Michael Morón**

**a. Action Item: Code Enforcement Update**

At your last meeting, I informed the Board that after reviewing the list of issues submitted by Apalachee Regional Planning Council as part of the Franklin County Code Enforcement Public Workshop Series summary report, it was determined that a majority of the code enforcement issues should be addressed by county departments. It was also obvious that improvements to the process that acknowledges and updates the public regarding complaints were needed. The following is what I recommend as the initial phase of the county's code enforcement response plan.

First, the public can submit a concern, complaint, or suggestion to the county by going to [Franklincountyflorida.com](http://Franklincountyflorida.com) and under "Quick Links" selecting the Report A Concern/Complaint or Submit a Suggestion link. Then complete the online form and submit the form. This is the recommended option as the online form contains the information required by Florida Statute 125.69 subsection 4(b), which requires staff to verify the name and address of the person complaining before proceeding with an investigation. Another option is to send an email to [concerns@franklincountyflorida.com](mailto:concerns@franklincountyflorida.com) with the required verification information. As a third option, you can call (850) 653-5779 and state all of the necessary information regarding your complaint.

There will be a dedicated county staff member, supervised by the Building Official, responsible for receiving, verifying, and tracking all complaints. This staff member will also be responsible for notifying all concerned parties related to the complaint. Once staff determines that a complaint is valid, the responsible party will be notified of their violation. If the responsible party fails to comply, either by ignoring or refusing to respond to the violation notification, the matter will be sent to a Magistrate for a ruling. Based on the ruling, the county will proceed with enforcement.

In order for this plan to be effective, there are some actions required by the Board. First, authorize an advertisement to fill the vacant budgeted building inspector position. This will allow more coverage of the county as it relates to building code violations.

Second, change the status of the budgeted part-time permitting clerk to a full-time position and advertise to fill that vacant position. This will allow for additional support for normal permitting duties along with administrative support for building code violations.

Next, allow the transfer of the supervision of the Zoning department to your Building Official. With this change, the Building Department and Zoning Office's response to violations will be unified and Mrs. Cortni Bankston, Zoning Administrator, will be in a position to receive, verify, and track all complaints and will also communicate with all concerned parties relating to the complaint. With this move, part of Mrs. Bankston's salary will be paid from the Building Department budget, however, she will no longer be able to provide administrative support to the Board or me.

Since your Building Official will now be responsible for supervising your Zoning Administrator which includes reviewing Zoning and Variance applications and overseeing code complaints received by Mrs. Bankston, I am recommending a \$10,000 salary increase paid from the Zoning Department budget. This salary increase will not be an increase to the budget, as the transfer of a portion of Mrs. Bankston's salary to the Building Department will offset this increase to the Building Official.

The final action on this matter is to advertise for Request for Qualifications for a Magistrate to hear the violation cases.

Board action to accept this phase of Code Enforcement response that includes advertising for a building inspector, advertising for a full-time permitting clerk that included a status change from part-time to full-time, changing the supervision of the Zoning Office to the Building Official and allowing the Zoning Administrator to provide administrative support, as described above, for code violation complaints, increase the Building Official's salary in the amount of \$10,000 to oversee Zoning and Code Enforcement matters, and advertise an RFQ for Magistrate services.

Commissioner Parrish asked how magistrate services would be paid. Mr. Moron said these will have to be paid from administrative services this year until she is able to include them in the budget. Mrs. Griffith noted we can use building permit revenues for enforcement of the Florida building code. Commissioner Ward said this will streamline the process and emphasized the new Florida statute which prohibits any complaint from being anonymous. Mr. Moron said he will include a link to the Florida statute on the website. Commissioner Lockley asked how much the magistrate fees will be. Mr. Moron said he cannot answer that question today. Mr. Moron said he prefers RFQs because the committee can review the qualifications and then negotiate. Commissioner Lockley said we have codes on the book when it is violated if we fine them or tell them to do what we are supposed to do. Our county is growing, and we have to build things right.

**On a motion by Commissioner Ward, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board accepted this phase of Code Enforcement response that includes advertising for a building inspector, advertising for a full-time permitting clerk that included a status change from part-time to full-time, changing the supervision of the Zoning Office to the Building Official and allowing the Zoning Administrator to provide administrative support, as described above, for code violation complaints, increase the Building Official's salary in the amount of \$10,000 to oversee Zoning and Code Enforcement matters, and advertise an RFQ for Magistrate services.**

The Board discussed the new statute and how complaints may be affected due to new rules. Mr. Moron said he is envisioning the magistrate to make a recommendation to come back to the Board for the final say. There is flexibility in who the final authority is, but he does not feel like that needs to be decided on today. We are building an infrastructure to move forward and plan to look at other counties and copy what they have done. **Motion carried 5-0.**

**b. Action Item: Armory/Prom Update**

At a previous meeting, the Chairman asked about the possibility of having the senior prom at the Fort Coombs Armory, if it didn't conflict with the project's construction schedule. The last meeting, I reported that based on the advertising, bid opening, and contract negotiations, construction should start sometime in May, after the April 23rd senior prom. Since the last meeting, I discussed, with the State Fire Marshal's office, what would be required to increase the maximum capacity to 125 for this one special event. The Fire Marshal's Office agreed that if volunteer firemen act as the fire watch, school personnel provide crowd control, and the second-floor balcony is closed to all, a maximum capacity of 125 attendees will be allowed. Are there any additional stipulations the Board would like considered before notifying the school district?

**Board discussion and direction.**

Chairman Jones said the school will have chaperones on site. Mr. Moron said there is a one-hour video that the chaperones will have to watch per the fire marshal. Commissioner Lockley inquired about the balcony for photos. Mr. Moron said they are unsafe and not stable and will be closed off for the event. He said that is part of the provision to allow the event to be held.

**c. Action Item: St. James West Development**

The following is a request from Mr. Mark Curenton County Planner. "Franklin County has received the review by the various state agencies on the proposed land use change for the ST. James West development. Only two agencies, FWC and FDOT, submitted comments. FWC was concerned about informing people moving to the development about bears, and FDOT had some technical concerns about the traffic analysis that was submitted. Both of these issues can be easily dealt with. I recommend that the Board proceed with a public hearing on March 15 to consider adopting the land use change and the proposed PUD ordinance that will change the zoning on the property.

**Board action to set a public hearing on March 15.**

**On a motion by Commissioner Boldt, seconded by Commissioner Ward, to set a public hearing on March 15<sup>th</sup>.**

Attorney Shuler suggested a motion to authorize a hearing on the ordinance without a specific date just in case there is a glitch in the advertisement. **Commissioner Boldt amended his motion to authorize scheduling a public hearing on the ordinance. Seconded by Commissioner Ward.**

Attorney Shuler said that Commissioner Boldt should abstain due to his conflict of interest.

**Commissioner Ward made a motion to authorize scheduling a public hearing on the ordinance. Seconded by Commissioner Parrish. Motion carried 4-0. Commissioner Boldt abstained.**

**d. Action Item: RESTORE Change to Authorizing Official**

This is a request to consider the designation of Erin Griffith, Fiscal Manager/Grants Coordinator, to the role of Authorizing Official for the RESTORE Act Program. This designation authorizes the ability to legally bind Franklin County to execute the RESTORE Act Direct Component grant applications and/or amendments to existing Grant Award Agreements funded by the U.S. Department of Treasury and oversee the development and submission of all grant applications and/or amendments to existing Grant Award Agreements on behalf of the Franklin County Board of County Commissioners. This designation officially replaces the current Authorizing Official for Franklin County's RESTORE Act Program, Cortni Bankston. Ms. Bankston will transition out of the position, effective immediately, upon your approval. In this role, Ms. Griffith will oversee the administration of RESTORE Act Programs, implementation of all RESTORE Act funded projects, and management of the RESTORE Act Grant Consultant. All awarded RESTORE Act Program grant applications and/or amendments to existing Grant Award Agreements will continue to come before the Franklin County Board County Commissioners prior to their official acceptance by the Authorizing Official in Grantsolutions.gov. Board action to designate Mrs. Erin Griffith to the role of Authorizing Official for the RESTORE Act Program.

**On a motion by Commissioner Lockley, seconded by Commissioner Boldt, and by a unanimous vote of the Board present, the Board designated Mrs. Erin Griffith to the role of Authorizing Official for the RESTORE Act Program. Motion carried 5-0.**

**e. Action Items: SHIP Administrator**

Last week your SHIP administrator, Lori-Switzer Mills, informed me that she doesn't plan on resigning the SHIP administrative contract that will take effect on July 1, 2022. I reached out to representatives from Apalachee Regional Planning Council (ARPC) and Capital Area Community Action Agency (CACAA) to discuss their interest in administering the SHIP program, as we have relationships and partnerships with both agencies, and they both have experience with housing programs. ARPC currently provides SHIP administrative services in Jackson and Calhoun counties and CACAA has managed numerous housing programs in Franklin and other counties in this area. ARPC is interested and I expect to hear from CACAA this week. With Board permission, I would like to formally request proposals from both of these not-for-profit agencies to provide administrative services for the county's SHIP program.

Board action to request SHIP administrative services proposals from Apalachee Regional Planning Council and Capital Area Community Action Agency.

Commissioner Lockley said he doesn't think it appears to look good just offering it to two entities. He believes it should be open to the public. Mr. Moron said if we go out for bids neither ARPC nor CACAA can submit bids. They cannot compete with individuals in an open market. Commissioner Parrish asked about their experience in doing this and if there will be somebody here every day for someone to talk to. They need people here to talk to. Chairman Jones said that would be something we wouldn't know unless we go out for proposals, Mr. Moron said yes, that until we get the proposals we will not know. Commissioner Lockley said he feels there are other entities who do the same thing. Mr. Moron said he believes Bay County's SHIP office is managed by county staff. There are not too many who have a private contractor as we have now.

**Commissioner Parrish made a motion to table the issue in order to allow Mr. Moron time to research the Commissioner's concerns. Commissioner Boldt seconded the motion. Chairman Jones noted that whoever is administering the SHIP program will work**

with Clerk Maxwell's office because they are ultimately responsible for all of the paperwork.

**Motion carried 5-0.**

Mr. Moron said he will research other counties to see how they are handling their SHIP programs and provide this information back to the Board.

**f. Action Item: Striping Change Order**

At your November 2, 2021, meeting the Board approved a change order to re-stripe Alligator Drive (CR370) from US 98 to Gulf Shore Boulevard. The Board approved this change order allowing the use of paint, however, after some consideration, Commissioner Boldt would like to upgrade from paint to thermoplastic placement on Alligator Drive. The quote to install thermoplastic is \$70,063.75.

Commissioner Boldt would also like to pave and stripe West Drive. The quote to pave and stripe West Drive is \$64,150.00. Both projects are change orders to the original paving project and will be paid from District 2's paving funds.

Board action to authorize the Chairman's signature a \$70,063.75 change order for Alligator Drive and a \$64,150.00 for West Drive.

**On a motion by Commissioner Lockley, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board authorized the Chairman's signature on a \$70,063.75 change order for Alligator Drive and a \$64,150.00 for West Drive. Motion carried 5-0.**

**g. Action Item: Florida Trend Advertisement**

About a week and a half ago I forwarded an email from Mr. Roy Baker at Opportunity Florida informing the county "that Florida Trend magazine's June 2022 edition will focus on Rural Florida Economic Development and are greatly reducing ad space so our rural counties can advertise. They are also offering to write or assist in the writing of the narrative on behalf of each county (please see attached sample template)." The cost for the two-page ad space and the assistance with writing the ad is \$7500, which includes the two-pager spread in their separate Business Journal magazine that goes to national and international CEOs and will run on Florida Trend's digital space for at least two years. Counties can apply through the education and marketing (\$5000) and consulting grants (\$7500) categories being made available through Enterprise Florida's Rural Toolkit program. Chairman Jones discussed this opportunity with Mr. Baker and may provide some additional information. Is the Board interested in this ad and applying for grants to offset the cost?

Board discussion and possible action.

The Board discussed the item and grants available to cover the costs.

**On a motion by Commissioner Parrish to approve the Florida Trend Advertisement contingent upon receiving a grant to cover the costs, seconded by Commissioner Boldt. Motion carried 5-0.**

**h. Action Item: FAC Annual Conference**

Registration is open for the Florida Association of Counties 2022 Conference & Educational Exposition from June 28 - July 1, 2022, at the Hyatt Regency in Orlando. Let me know as soon as possible if you are planning on attending. Board action to authorize travel and expenses for Board members and the County Attorney for the FAC 2022 Annual Conference.

**On a motion by Commissioner Parrish, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board authorized travel and expenses for**

**Board members and the County Attorney for the FAC 2022 Annual Conference. Motion carried 5-0.**

**i. Informational Item: SGI Brewfest**

As the Board is aware the St. George Island Brewfest has been rescheduled and postponed several times, with the last event being held in April of 2019. The good news is that the 5th Annual SGI Brewfest is on for 2022, scheduled for Saturday, April 23, 2022, from 1:00 - 4:00 pm. It is a one-day beer tasting festival to promote the appreciation of craft beer, more important, all proceeds benefit the Franklin County Humane Society. The Board, at a prior meeting, approved the change in location for the event from Paddy's Raw bar to the center of the island, in the western parking area next to Lighthouse Park. If you have any additional questions do not hesitate to contact Mrs. Amy Hodson, Executive Director, St. George Lighthouse Association.

**j. Informational Item : Lanark Village Violation Update**

At your last meeting, I informed the Board of a permit and zoning violation in Lanark Village (attached letter). There has been no response from the propertyowner, therefore, this violation will be forwarded to Mr. Paterson and Mrs.

Bankston for processing in the Board's recently adopted code enforcement policy.

**k. Informational Item: FDOT No Parking Signs on Bridge**

FDOT has informed the county that "No Parking" signs will be installed on the John Gorrie Bridge on the eastern end on the north shoulder only for a total distance of about 500 ft.(Section 49010, MP 12.320 to MP 12.415)

Commissioner Ward inquired about the installation of 'No U-turn' signs. Mr. Moron said he is still working on those.

**l. Informational Item: FDOT & FWC Meetings**

Previously, the Board requested a meeting with FDOT representatives to discuss current and possible future projects. Mr. Carter Johnson, FDOT Government Affairs Liaison, has provided the following dates for your consideration: March 23rd, March 30th, & April 6th. They would come down on one of those dates and meet with each of you individually to discuss any ideas or concerns you have. Let me know if you are not available on any of the dates listed above.

Mr. Billy Sermons, FWC Regional Director, will be sending me dates this week to schedule the same type of meeting to discuss the status of re-opening the Bay and other FWC related issues. I will forward those dates to you to schedule that meeting. After that meeting, I will add FWC to an agenda to discuss these same matters.

**m. Informational Item: Commissioner Jones Device Change**

Chairman Jones is switching his county iPad for an iPhone. He will be able to respond to and assist his constituents more efficiently and better manage the information regarding the number of boards that he represents the county on with an iPhone. The iPad will be repurposed, probably as a Zoom camera, just like the other older devices.

Mrs. Griffith announced that the county will be able to repair the busted bumpers at the St. George Island boat ramp. However, the ramp will be closed from March 7-11<sup>th</sup>. A message board will be placed on-site so that all users will be noticed in advance. Chairman Jones requested the sign be placed near Island Drive.

## 17. County Attorney – Michael Shuler

a. Probation Services Contract: Attached is a contract for probation services that I will present on 3/1/22 for board action. It has been approved by the County Judge. The only meaningful difference is this contract and the last one approved by the board is that this contract is for a 3-year period.

**On a motion by Commissioner Lockley, seconded by Commissioner Ward, to approve the Probation Services Contract.** Chairman Jones called for public comments and there were none. **Motion carried 5-0.**

Commissioner Ward said in light of recent activity in her district she would like the Board to revisit and/or revise the camper ordinance. **Commissioner Ward made a motion to revise the county’s camper and camping ordinances. Commissioner Boldt seconded the motion.** Chairman Jones called for public comments and there were none. Attorney Shuler said that he will work with staff to draft a proposed revised ordinance and bring it before the Board for consideration and possibly set for a public hearing. **Motion carried 5-0.**

Commissioner Lockley said he would like to see progress. Mr. Moron said this goes hand in hand with the work he is doing in the background for the online tool to see where we are on various projects. Mr. Moron said he will work on updating the public on the things the Board is doing and getting done.

Commissioner Boldt spoke in regard to the recent visit to the Lanark Village fire department. He said this meeting was initiated because someone had reported that an unauthorized person was driving a fire engine. The purpose of their arrival was educational and not punishment. This was a therapeutic visit with education in mind, and I wanted to put this in perspective from where the Lanark Village fire department is coming from.

## Commissioners' Comments & Adjournment

### 18. Commissioners' Comments

There were no further Commissioners' comments.

### 19. 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**