

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING  
COURTHOUSE ANNEX, COMMISSION MEETING ROOM  
DECEMBER 20, 2022  
9:00 AM  
MINUTES**

Commissioners Present: Ricky Jones-Chairman, Jessica Ward-Vice-Chairman, Cheryl Sanders, and Otlice Amison

Commissioners Absent: Noah Lockley

Others Present: Michele Maxwell-Clerk of Court, Michael Shuler-County Attorney, Michael Moron-County Coordinator, Erin Griffith-Fiscal Manager/Grants 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 Sanders, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board approved the minutes from the Regular Meeting on November 1, 2022. Motion carried 4-0.**

**4. Payment of County Bills**

**On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved the Payment of County Bills. Motion carried 4-0.**

**5. Awards and Recognitions**

**a. 2022 Teeny Seahawks Football Super Bowl Champions**

The Board recognized the 2022 Teeny Seahawks Football Super Bowl Champions. Coach Mashburn and Coach Hatfield attended with the team members as follows: Liam, Wyatt, Colt, Collin, Roman, Hamp, Blake, Wyatt, and Bo. Coach Mashburn thanked the Board and county for all of their support. He noted the Peewee team came in second place.

**6. Public Comments**

Rudy Meng spoke to the Board about the needs of Alligator Point. Mr. Meng spoke of the parking issues and noted he is not for beach renourishment. Commissioner Sanders noted she had a glitch in her Wi-Fi, and she has a backlog of emails that she will respond to.

Nonda Meng spoke on behalf of the Alligator Point St. Teresa Association. She said the community held a straw poll regarding the idea of becoming a Golf cart community and they

would like to work with commissioners on a golf cart ordinance unique to the community.

Al Stone spoke regarding the water retention issue. He said he hoped there will be a recommendation from Mr. Moron to proceed further. Last Thursday a fibrotic cable was added without a 911 call, so it is temporary although there is no such thing. We have been dealing with this since August, we need to hurry to delay them from laying additional fibrotic cable before we resolve our issue.

Donna Butterfield spoke to the Board thanked them for always treating her with respect and wished them all a Happy New Year.

Debi Jordan spoke to the Board about the state of the St. James Lanark Village volunteer fire department. Expressed her gratitude to the Carrabelle fire department, commissioners, and others who have assisted in the reorganization. Thanked the men and women who stepped up to serve.

### **Department Directors Reports**

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

Mr. Nabors had no action items for the Board. Mr. Nabors said one of the issues he would like to report on is the Bluff Road flooding, thinks the best thing to do is to let the engineer make the final decision. Mr. Nabors reported that Atkins was the cheapest quote for the guardrail Hwy 67 project. They plan to start next week. Mr. Nabors reported the folks at the Annawakee Golf Course would like to redo their road signs to bring them up to county standards. Now some of the signs are 23 mph and Mr. Nabors said he thinks it would be best to go with 20 or 25. Attorney Shuler noted the roads are public roads and would be marked at whatever the county standards are for speed limits since they are county roads.

Commissioner Sanders said that any signs on our county roads must be approved. Attorney Shuler said that only the county should be putting signs up on the county roads. Commissioner Sanders said she would like to reiterate that you must contact the county for approval before erecting any signs. Commissioner Ward thanked Mr. Nabors for cleaning the ditches on 98. Mr. Nabors said he received a demo of the mini excavator they are going to try out. Chairman Jones noted that they did a great job ahead of the Eastpoint parade. Commissioner Sanders wished Mr. Nabors and his team a Merry Christmas. Mr. Nabors wished everyone a Merry Christmas.

**Mrs. Griffith presented the following item from her report at this time.**

#### **Item 9 – BOARD ACTION: ROAD DEPARTMENT TRUCK TO PULL LOWBOY TRAILER**

In 2021/2022 the Road Department was approved to purchase a new low-boy trailer and truck to pull the low-boy to use to transport heavy equipment. This purchase is to be paid from the capital outlay fund with annual payments from the department. As supply chain delays have impacted the county's ability to order heavy equipment, the road department has just now found a 2024 Kenworth T880 Tractor Truck from a dealer with the Florida Sheriff's Association Contract Pricing.

*Board action to approve the attached \$193,776 quote to purchase the new equipment hauling truck based upon pricing from the Florida Sheriff's Association for the Franklin County Road Department.*

**On a motion by Commissioner Sanders, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved the attached \$193,776 quote to purchase the new equipment hauling truck based upon pricing from the Florida Sheriff's Association for the Franklin County Road Department. Motion carried 4-0.**

**Mr. Moron presented item 3 from his report at this time.**

3. Action Item: Bluff Road and Sacagawea Trail Intersection Flooding

Issue

A few meetings ago, Mr. Al Stone appeared before the Board to discuss a flooding problem around the Bluff Road and Sacagawea Trail intersection in the greater unincorporated Apalachicola area. Since that original discussion, there have been meetings that included Commissioner Amison, Howard Nabors (Road and Bridge Superintendent), Caleb Brown (Dewberry Engineers), and Mr. Al Stone. As a result of those meetings, Commissioner Amison requested a proposal from Mr. Brown for a conceptual design of drainage improvements for that area. Mr. Brown has submitted a not to exceed \$10,000 task order to provide such a design. If additional services are required beyond \$10,000 an additional task order will be required.

Board action to authorize the Chairman's signature on the not to exceed \$10,000 Task Order for a conceptual design of drainage improvements for the Bluff Road and Sacagawea Trail intersection.

**On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board authorized the Chairman's signature on the not to exceed \$10,000 Task Order for a conceptual design of drainage improvement for the Bluff Road and Sacagawea Trail Intersection. Motion carried 4-0.**

**Mr. Moron presented item 2 from his report at this time.**

2. Action Item: Squire Road Striping Change Order

Commissioner Amison requested a quote to place a new center line and two stop bars on Squire Road. Roberts and Roberts provided a \$2,590 quote for the Squire Road restriping. This will be a change order to the paving contract and will be paid from District 4's paving fund.

Board action to authorize to approve a \$2,590 change order to the paving contract to restripe Squire Road.

**On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board authorized approving a \$2,590 change order to the paving contract to restripe Squire Road. Motion carried 4-0.**

Mr. Nabors said hopefully after the first of the year they will be able to complete the C30 stop sign signage and strips.

**Mr. Moron presented item 10 from his report at this time.**

10. Informational Item: Seasonal Employees Update  
Howard, Erin, and I plan to meet in early January to discuss seasonal employees (labor force) and present some options

to the Board for discussion.

Chairman Jones said there are a lot of different scenarios where I see them doing a temporary rate, but their hourly rate is higher with no benefits. Mr. Moron said we may have to put a campaign out there to the existing employees letting them know why the temporary employees may be making a higher wage. Chairman Jones wished Mr. Nabors and his crew a Merry Christmas and Happy New Year.

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

Mr. Davis announced the holiday hours for their offices noting they will be closed on Monday, December 26<sup>th</sup> and January 2<sup>nd</sup>.

**Action Item: Baby Sapp Benefit**

Kristin Willis has requested the use of Fort Coombs Armory in Apalachicola, for Baby Sapp Benefit Friday, January 27<sup>th</sup>, and Saturday, January 28<sup>th</sup>. She will be hosting a painting with a twist for all proceeds to Baby Sapp's medical expenses.

**On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved the use of Fort Coombs Armory contingent upon the armory being finished and available. Motion carried 4-0.**

**Mrs. Griffith presented item 7 from her report at this time.**

**7. BOARD ACTION: REPLACEMENT OF SCALE SYSTEM AT LANDFILL**

Franklin County included the replacement of the scales at the Landfill in the 22/23 capital outlay budget. The Landfill will make payments from the department's budget over a four-year period to the county's capital outlay fund to finance \$202,207 and approximately \$33,064 will be paid outright by the landfill tipping fee fund. County staff is requesting this purchase be authorized as sole-source procurement as landfill scales require ongoing inspections, service, and maintenance. At this time, System Scales is the only provider/installer for Mettler Toledo Scale Systems in our region and performs the scale inspections now as the prior vendor Fairbanks is no longer servicing this area. Per the county's procurement policy (excerpt pasted below), sole source procurement is possible when a department finds that only one source is available after attempts to find another source have been made and the only source fits the needs of the department. The modular scale house for the landfill is supposed to be delivered sometime in the next 60 days and if the county can move forward with the purchase of the scales, this will also result in less downtime due to a separate installation window. Director Davis can elaborate on the lack of vendor options

for scales due to our remote location.

SOLE SOURCE shall mean the only source of service or product relative to kind and availability. A request for sole source procurement is possible, when not prohibited by the funding source. The requesting department must provide in writing along with the request for procurement 1) a finding that only one qualified source is available; 2) a statement that a search for alternative sources has been made; 3) a justification of why the only source is acceptable to fit the needs of the requesting department. The Board may negotiate with a sole source supplier under one or more of the following circumstances: a) the needed supply or service is available from only one source/brand as determined by the requesting department's written justifications, b) the supply or service is wanted for experimental trial or testing, c) additional supplies or services are needed to complete an ongoing task, d) the item is a component or replacement part for which there is no commercial distributor, e) compatibility is the overriding consideration

*Board action to approve sole source procurement for the landfill scale system and proceed with the quote from System Scales.*

**On a motion by Commissioner Sanders, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board approved sole source procurement for the landfill scale system and proceed with the quote from System Scales. Motion carried 4-0.**

Mr. Davis noted he has documentation for Commissioner Ward regarding the barking dog. Commissioner Ward said she received multiple comments about the organized and smoothly run Amnesty Day event.

**Mrs. Griffith presented item 8 from her report at this time.**

## **8. BOARD ACTION: VROOMAN PARK BALLFIELD LIGHTS**

As part of the Hurricane Michael Assistance Grant from DEO, the aged and damaged ballfield lights at Vrooman Park are being replaced with energy efficient, programmable, wind-rated sports lighting from Musco. The attached quote from Musco Sports Lighting is based upon Sourcewell contract pricing. Pursuant to the county procurement policy, contract pricing through Sourcewell is a valid procurement method. The attached quote includes all equipment and the labor needed for removal/install and required upgrades to the existing electrical supply panels for three 180' radius baseball fields at the Vrooman Park complex.

*Board action to approve the attached \$358,000 quote based upon Sourcewell contract pricing and authorize the issuance of a purchase order to Musco Sports Lighting for the construction and installation of the lights.*

**On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved the attached \$358,000 quote based upon Sourcewell contract pricing and authorize the issuance of a purchase order**

**to Musco Sports Lighting for the construction and installation of the lights.** Commissioner Ward said she was blown away at the cost. However, it is grant funded, and the future of our county is the youth. Commissioner Ward thanked Mrs. Griffith and the fellow commissioners for assisting with getting Vrooman Park fixed up the best way we can. Chairman Jones noted this lighting is specifically for sports fields and the lighting will be on the field as it should be. Commissioner Sanders said the Muscoe is the best. **Motion carried 4-0.**

Commissioner Amison asked if there are timers on the field lights noting some are staying on late into the night. Mr. Davis said there are timers and they do check them. However, if the power goes off or if someone messes with the box there may be issues. Commissioner Amison asked if we could get someone to go back around and check the timers. Commissioner Amison said we need to set a time limit and the community will have to abide by it. We have neighborhoods close to these parks and it would alleviate a lot of the complaints as far as the lights go. Chairman Jones said we do need to come up with summer/winter hours. Chairman Jones recommended adding lighting at the batting cages and that way those could be turned off. Mr. Moron said let's meet with Stone and see if they have options. For now, the field lights will be set to go off at 8:00 p.m.

**Mr. Moron presented item from his report at this time.**

4. Action Item: Armory Project Update and Rental

The following is Mr. Mark Curenton's update on the Armory project: *The State Fire Marshal is scheduled to do their inspection on the Armory on Tuesday, December 20. On Thursday, December 22, the architects are scheduled to have their inspection. There will probably be a few punch list items to finish up after the 22<sup>nd</sup> inspection, but I feel confident that the project will be completed by the end of January.* Based on Mr. Curenton's report is the Board willing to allow staff to start accepting reservations for events in March at the Armory? Staff could start this process on January 16, 2023.

Board action to start the process of accepting reservations for events in March at the Armory.

Commissioner Ward suggested waiting until the punch list is received in January. Mr. Moron will table this until the 3<sup>rd</sup>. Chairman Jones wished Mr. Davis and his staff a Merry Christmas and Happy New Year.

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

Mrs. Daniels had no action items for the Board.

Chairman Jones wished Mrs. Daniels and her staff a Merry Christmas and Happy New Year.

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

Mr. Lovstrand had no action items for the Board.

Chairman Jones wished Mr. Lovstrand and his staff a Merry Christmas and Happy New Year.

**11. Dewitt Polous – Mosquito Control Director**

Mr. Polous had no action items for the Board.

Chairman Jones wished Mr. Polous and his staff a Merry Christmas and Happy New Year.

**Other Reports**

**12. John Solomon – TDC Administrator**

Mr. Solomon reported the September 2022 collections were \$236,109.18 which is the highest collections for the month of September ever. The 2022-2023 end-of-fiscal year collections were \$3,480,276.00 which is an increase of \$1,022,027 over the fiscal year 2021-2022. Mr. Solomon announced the 2023 Butts & Clucks Cook-off will be held from January 19<sup>th</sup> thru the 21<sup>st</sup>. The Food Network will be attending and filming for an upcoming series that will air in July 2023. A couple of magazines have caught wind of it and will be down to report also.

**Mr. Moron presented item 1 from his report at this time.**

1. Action Item: TDC Administration Contract

At an earlier meeting, while discussing the increase to the TDC Administrative contract, Commissioner Lockley requested expense information based on the increase to the administrative contract. Mr. John Solomon, the TDC Administrator, informed me that he met with Commissioner Lockley and discussed the expenses incurred by the Chamber to administer the TDC and after the discussion Commissioner Lockley expressed his satisfaction. With that said, is the Board ready to authorize the Chairman to sign the TDC Administration contract?

Board action to authorize the Chairman to sign the \$174,000 TDC Administration contract.

**On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board authorized the Chairman to sign the \$174,000 TDC Administration contract.**

**Motion carried 4-0.**

Mr. Solomon wished the Board a Merry Christmas and Happy New Year. Chairman Jones wished him and his staff the same. Chairman Jones said it has been a pleasure working with Mr. Solomon on the TDC board. He said we need to turn the opportunity afforded to us to do some good things for our community.

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

Mr. Mosteller had no action items for the Board. He said he is working with John to increase hangars due to the demand for them.

**The Board moved to item 15 at this time.**

## **Lisa Bretz - Executive Director/Area Agencies on Aging - Carrabelle Senior Site Update**

Chairman Jones said his biggest question is looking like a decision was made in October and we found out in December. That we had discussed in June to approve our budget. It would have been nice to know before rather than after a decision has been made. I do understand in reading your letter that there are things you are up against. And we all can only do the things we can afford to do.

We received notice from our insurance carrier that they wanted extensive repairs done to our building in order to renew our insurance. The money allocated to Liberty County is for the meals, not the site.

We needed to work out with another provider if we were going to relocate or not have that center at all. There is a beautiful senior center across the street. Not sure why we haven't transferred the meals back over to them. When we started looking for alternate providers, we looked at ECC which you already provide funds to. The Holy Family Center is where ECCC provides its services in Apalachicola.

Our board did not have a say in our relocating, only the expectation that those individuals will be provided services. We have offered transportation to Apalachicola. Chairman Jones said because there is such a quick turnaround time, maybe try to talk to someone at our Gulf-Franklin transportation program, it might be something else that could be useful. Liberty County and ECCC both looking into municipal transportation. Commissioner Ward echoed the Chairman's concern was the timing. I understand the reasoning behind it. The biggest thing is to get with your board and hypothetically deed this building to the city or county, I wished we would have known sooner. Ms. Bretz said their next regularly scheduled meeting will be in January. Those will be advertised, and I will be sure to let Michael know. Commissioner Ward said she was going to try and contact one of the representatives. I see that Franklin does not have a representative. I would like to have someone from Franklin County. Mr. Moron said at the next meeting he will get with Lisa and put that on the agenda.

Commissioner Sanders asked if the Franklin County board member was at the meeting when this decision was made. Ms. Bretz said no, as she had already resigned. Commissioner Sanders said she will suggest that we work with the City of Carrabelle to acquire this building to help others. I think they should have the availability of services near their home. I would like to see us have a talk with our attorney and the City of Carrabelle to work on this as a joint effort. Whatever money was appropriated to Elder Care, put that money into the meeting. Ms. Bretz said it is not that simple. We have allocated the money towards the cost of providing meals.

Commissioner Sanders said this isn't about meals, it is about people coming together, and doing their crafts. I just think this is a doable thing, and the City of Carrabelle has sent a letter in support of this. Mr. Moron will get a clearer view; he asked if Commissioner Ward and Chairman Jones would like for him to also look in Eastpoint. Chairman Jones said I think we need to get all of this behind us and then work towards getting a site in Eastpoint. Commissioner Amison said if you get that established in Carrabelle you will lose some of those who come to Apalachicola. Ms. Bretz said she wanted to encourage the Board to reach out to ECCC. I would request that you meet with them. They are a volunteer organization and started from the grassroots. I can't afford the upkeep of the building. My main responsibility is to make sure there is access to the program. I am happy to work with the commissioners. Mr. Moron said we have a meeting scheduled with ECCC for early January to discuss this. Mr. Moron asked why Liberty County must subcontract and why couldn't ECCC.

The Board moved to the following item at this time.

**1. Sealed Bids: FUEL FARM REPLACEMENT at APALACHICOLA REGIONAL AIRPORT**

Construction of a new fuel farm with concrete foundation, 12,000-gallon Jet-A and 12,000- gallon Avgas tanks, fuel system equipment, self-serve terminal, fencing, drainage improvements, and backup generator

Item to be readvertised.

Mr. Moron announced to the Board there were no bids submitted. Commissioner Ward asked if there is a limit to time. Mr. Collins recommended that the county reach out to Triumph to make sure they are aware. He noted we may need to request an extension. Mr. Collins added the contractors he had spoken with this week said it is tough to get to Apalachicola. He said he did have a discussion with one of the contractors, and one guy said he needed two extra weeks, but did not submit a bid.

**On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board approved readvertising for bids on the Fuel Farm Replacement at Apalachicola Regional Airport. Motion carried 4-0.**

Mr. Collins announced DOT \$400k grant to upgrade the FBO hangar roof. DOT agreed to fund upgrading the roof from screw down to stand and seam. Commissioner Amison said he would like to make a motion to advertise to reestablish the airport board. Chairman Jones said he doesn't think this board needs to be constituted by districts. He said we need to have the best candidates available and believe we need to involve several particular groups such as airport users, employers for 10-15+ employees, TDC representatives, and people who live around the airport.

Commissioner Amison said by advertising will put the right people there. Commissioner Amison noted that we need someone who is passionate, and I think that is better for the county.

Chairman Jones said he thinks we need to hash out the criteria. Commissioner Amison said people who are interested in development at the airport. Commissioner Sanders said one of her visions is to see something become of the airport. She feels like we need to have the best people that have the best knowledge about what they are talking about. Not only with the airport but all the committees that report to us. At this time the Board is authorizing a general advertisement for people interested in serving on the board who are interested in the airport.

**On a motion by Commissioner Ward, seconded by Commissioner Sanders, to advertise for those who might be interested in serving on an airport advisory board.** Chairman Jones called for public comments due to the item being added to the agenda. Chairman Jones noted that Commissioner Lockley is not present today, however, this vote would not be finalizing anything. **Motion carried 4-0.**

### **Presentations and Requests**

- 1. John Collins - AVCON - Airport Grant Updates**  
*Item addressed earlier in the meeting.*
- 2. Lisa Bretz - Executive Director/Area Agencies on Aging - Carrabelle Senior Site Update**  
*Item addressed earlier in the meeting.*

### 3. Pat O'Connell - LTPT Chairperson - Broadband Update

Mrs. O'Connell reported on the following information.

The Federal Communications Commission has issued an updated draft internet speed map that is more accurate and detailed than previous maps generated by internet provider reports of services within census blocks. The new draft is based on the geolocation (latitude and longitude) of internet-connected devices. This new map is important to us because it will be used to determine the broadband needs of states and counties and impact the number of dollars coming from the federal \$42.5 billion program, Broadband Equity, Access, and Deployment (BEAD) funding early next year. The important aspect of this new map is that it permits individuals to "challenge" the reported speeds on the map to ensure that the information is accurate. These corrections will ensure localities receive the funds they need to deploy broadband. The final date for the challenge is January 13, 2023, because the BEAD funds will be distributed soon after. Here is Franklin County's map: [Area Summary - Fixed | FCC National Broadband Map](#). The dark blue shade indicates that over 80% of our residences and businesses enjoy high-speed internet connection that meets the minimum speed standard of 25 Mbps download and 3 Mbps upload. The map includes all providers, including fixed broadband (Consolidated, Mediacom, and the satellite services providers) and Mobile providers (AT&T, Verizon, T-Mobile, etc.) offering service to each location. The map has several ways to view it. [How to Use the FCC's National Broadband Map – BDC Help Center](#). The simplest way is to search by address. A green dot means you have access to the service. A red dot means the service is not available. The FCC welcomes your challenge to the information reported by clicking on "Location Challenge" at the top of the page or "Availability Challenge" in the middle of the page. [How to Submit an Availability Challenge – BDC Help Center \(fcc.gov\)](#). The availability challenge includes circumstances in which the provider would not agree to install at your residence or determined you would have to pay more than standard installation fees for the service.

Please urge all households and small businesses in the county to review the information on the FCC map to ensure we receive the funds we need for reliable, affordable broadband for everyone. Mrs. O'Connell reminded the Board that at their regular meeting days in January, at the 1:30 workshops they will hear from Internet Service Providers serving Franklin County. Mrs. O'Connell said they have asked the companies to make recommendations of how we can provide high-speed internet service to every household and business in the area. We want to understand their challenges, but we need their cooperation to accomplish this goal. In addition, we are asking for a description of each one's participation in the Affordable Connectivity Program, which provides discounted monthly fees and discounted devices to qualified households. On January 3<sup>rd</sup>, Mediacom will appear. On January 17<sup>th</sup>, Consolidated Communications/Fairpoint and T-Mobile agreed to speak. We are waiting for Verizon and AT&T to pick a date. I have not received a response from any of the satellite providers servicing the area.

Commissioner Ward thanked Ms. Pat and her team. Commissioner Ward noted that she had posted this information on her Facebook pages. She noted that when she went to complete the challenge form it was somewhat difficult to navigate.

We've got to get this money to be able to provide this to the community. We need to emphasize that they have to speak up. Commissioner Ward asked if we could upload this challenge link to the county's website. Mrs. O'Connell noted there may be a way to do a bulk challenge from the county.

## **Planning and Zoning Adjustment Board Report**

### **4. Variance Requests**

#### **a. 1909 Indian Harbor Road**

Consideration of a request for a variance to encroach 15 feet into the 75-foot wetland setback for the placement of an aerobic septic system at the property located at 1909 Indian Harbor Road, St. George Island, Franklin County, Florida. Request submitted by Aaron Sarchet, agent for Jay Noonkester, applicant

Attorney Shuler essentially from my viewpoint I view this as a fundamental change to a long-standing board policy. My recollection is that the board has never granted a 75-foot wetland setback. I know we litigated an issue, there was a discussion at the P&Z board they would like to consider amending the local 75-foot setback and go with the state 50-foot setback. Historically the board doesn't make changes to board policy without a full board, Commissioner Lockley is not present today. Procedurally the board can postpone until a full board.

Chairman Jones said he agrees it should be postponed until there is a full board present.

**On a motion by Commissioner Sanders, seconded by Commissioner Amison, to table until January 3<sup>rd</sup> the request for a variance to encroach 15 feet into the 75-foot wetland setback for the placement of an aerobic septic system at the property located at 1909 Indian Harbor Road, St. George Island, Franklin County, Florida. Motion carried 4-0.**

Mrs. Bankston noted she spoke to Mr. Curenton about why we have additional footage. Mrs. Bankston said she would think it was for additional protection. Mrs. Bankston said the board brought up a good point and we are going to see more of this issue with erosion. Chairman Jones suggested holding a public hearing to change the policy to match the state. It puts our staff in a place to make sure they are getting the line right. Where if you go with the state's line, you know that it is right. Commissioner Amison asked when the 75-foot setback was established. Attorney Shuler said 88-89. Chairman Jones said he believes the state changed theirs from 75 to 50 at some point. Ms. Elder Peppers spoke to the Board expressing her frustration, she noted the process may need to be revised to eliminate confusion. Chairman Jones said he did not anticipate Commissioner Lockley not being here today. It does delay for a couple of weeks, but it doesn't send you back to anyone else. Chairman Jones said initially they were asking for a normal septic, so we never got to address the variance because we sent it back. Mrs. Bankston noted on the original variance the septic was never

specifically outlined.

**b. 331 Land Street**

Consideration of a request for a variance to construct a 2-foot wood retaining wall 30 feet into a 50-foot wetlands setback at the property described as 331 Land Street, Eastpoint, Franklin County, Florida. Request submitted by Mike King, agent for Haddon Bennett, applicant.

Chairman Jones asked if the property had eroded to that point. Attorney Shuler said under the critical habitat there is an allowance for erosion control. It seems to check the boxes on what is allowable in critical habitats.

Commissioner Ward asked P&Z's recommendation. Mrs. Bankston noted they had approved.

**On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board approved the request for a variance to construct a 2-foot wood retaining wall 30 feet into a 50-foot wetlands setback at the property described as 331 Land Street, Eastpoint, Franklin County, Florida. Motion carried 4-0.**

**5. Critical Shoreline Applications**

**a. 508 River Road**

Consideration of a request to construct a 4'x60' single-family dock with two 10'x10' boat slips located at 508 River Road, Carrabelle, Franklin County, Florida. Request submitted by Garlick Environmental Associates, agent for Mike Chupa, applicant. State Permit received, the application will be contingent upon Federal Permit or exemption.

**On a motion by Commissioner Amison, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved the request to construct a 4'x60' single-family dock with two 10'x10' boat slips located at 508 River Road, Carrabelle, Franklin County, Florida. Request submitted by Garlick Environmental Associates, agent for Mike Chupa, applicant. Motion carried 4-0.**

**b. 1992 Mary's Beach Lane**

Consideration of a request to construct a 2,488 square foot Single-family dock that consists of a 4'x184' access pier, a

16'x16' covered terminal platform, a 16'x48' covered boat slip, a 14'x36' covered boat slip, and a 14'x16' covered jet ski lift located at 1992 Mary's Beach Lane, Carrabelle, Franklin County, Florida. Request submitted by Aaron Sarchet, agent for Page Pitman, applicant. State and Federal Permits have been received.

**On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved the request to construct a 2,488 square foot Single-family dock that consists of a 4'x184' access pier, a 16'x16' covered terminal platform, a 16'x48' covered boat slip, a 14'x36' covered boat slip, and a 14'x16' covered jet ski lift located at 1992 Mary's Beach Lane, Carrabelle, Franklin County, Florida. Motion carried 4-0.**

**c. 2622 US Highway 98**

Consideration of a request to construct a 3,090 square foot single-family dock that consists of a 4'x500' access boardwalk, a 10'x16' covered terminal platform, a 15'x26 covered boat lift with overhang, and a 15'x36' covered boat lift with an overhang at the property described as 2622 US Hwy 98, Carrabelle, Franklin County, Florida. Application submitted by Aaron Sarchet, agent for Taylor Beard, applicant. Both State and Federal Permits have been received.

**On a motion by Commissioner Sanders, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved the request to construct a 3,090 square foot single-family dock that consists of a 4'x500' access boardwalk, a 10'x16' covered terminal platform, a 15'x26 covered boat lift with overhang, and a 15'x36' covered boat lift with an overhang at the property described as 2622 US Hwy 98, Carrabelle, Franklin County, Florida. Motion carried 4-0.**

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

**6. Sealed Bids: FUEL FARM REPLACEMENT at APALACHICOLA REGIONAL AIRPORT**

Construction of a new fuel farm with concrete foundation, 12,000-gallon Jet-A and 12,000- gallon Avgas tanks, fuel system equipment, self-serve terminal, fencing, drainage

improvements, and backup generator

Item to be readvertised.

*Item addressed earlier in the meeting.*

**7. Sealed Bids: CR 67 PHASE II WIDENING AND RESURFACING PROJECT FPID NO.**

**440644-2-54-01**

The project is located in Franklin County, Florida, and consists of approximately 1.92 miles of widening and resurfacing striping, signs, minor drainage improvements, and grassing along CR 67 in Carrabelle, FL.

Mr. Moron and Mrs. Griffith opened the bids as follows:

1. Pigott Asphalt and Sitework  
12 Asphalt Way  
Crawfordville, FL 32328  
Bid Amount: \$3,196,782.80  
Bid Bond: Yes
2. Capital Asphalt Inc  
1330 Capital Circle NE  
Tallahassee, FL 32308  
Bid Amount: \$3,575,393.77  
Bid Bond: Yes
3. Roberts and Roberts, Inc.  
1538 Metropolitan Blvd  
Tallahassee, FL 32308  
Bid Amount: \$2,477,201.88  
Bid Bond: Yes
4. CWR Contracting, Inc.  
3660 Hartsfield Road  
Tallahassee, FL 32303  
Bid Amount: \$3,073,425.45  
Bid Bond: Yes

**On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved releasing the bids to Dewberry Engineers for review and recommendations. Motion carried 4-0.**

Mrs. Griffith said we will have to go back to FDOT to request additional funds.

**8. Sealed Bids: C.R. 370 ALLIGATOR POINT MULTI-USE TRAIL AND BIKE PATH**

The project is located in Franklin County, Florida, and consists of approximately 1 mile of 5' bike lanes and 1 mile of 10' multi-use path construction on CR 370/Alligator Drive at Alligator Point, Florida.

Mr. Moron and Mrs. Griffith opened the bids as follows:

1. Roberts and Roberts, Inc.  
1538 Metropolitan Blvd  
Tallahassee, FL 32308  
Bid Amount: \$1,864,192.12  
Bid Bond: Yes
2. Capital Asphalt, Inc.  
1330 Capital Circle NE  
Tallahassee, FL 32308  
Bid Amount: \$3,197,324.10  
Bid Bond: Yes
3. CWR Contracting, Inc.  
3660 Hartsfield Road  
Tallahassee, FL 32303  
Bid Amount: \$2,274,914.80  
Bid Bond: Yes

**On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved releasing the bids to Dewberry Engineers for review and recommendations.** The Board discussed the number of bids and noted factoring in inflation, due to some of the projects being a full year and a half old. Construction prices have gone up leaps and bounds. Chairman Jones reminded the board they had agreed to establish a regional transportation council some time ago and hopefully some of these things we may address on that level. **Motion carried 4-0.**

### **County Staff & Attorney Reports**

**9. Erin Griffith – Fiscal Manager/Grants Coordinator**

**a. BOARD ACTION: GULF CONSORTIUM  
ADDENDUM TO DREDGE PROJECT  
AGREEMENT**

In March, the county was notified that the total contract cost between the county and the Army Corp of Engineers for the dredging of the Eastpoint and 2 Mile Channels would be \$6,000,000 instead of the original \$5,000,000. At that time, the county submitted an amendment request to the Gulf Consortium for the additional costs. On December 12<sup>th</sup>, the county finally received the award agreement for the additional dredge costs.

**On a motion by Commissioner Ward, seconded by Commissioner**

**Amison, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached addendum to the sub-recipient agreement between Franklin County and the Gulf Consortium.** Chairman Jones noted this is a fixed rate contract, and there will be no additional charges if it takes longer than expected due to weather, etc. **Motion carried 4-0.**

**b. BOARD ACTION: CARRABELLE BEACH  
HISTORIC PRESERVATION GRANT  
AGREEMENT**

Just last week, Franklin County received the \$156,056 historic preservation grant agreement from the Florida Department of State for the Carrabelle Beach Wayside Park Repairs. The project has just gone out for bid and will include the restoration of 14 historic picnic pavilions and the exterior of the restroom building. Work on the pavilions and restroom will include selective demolition of loose material, restoration of concrete by coating with an epoxy-based anti-corrosion and bonding agent, the application of an epoxy adhesive grout to cover the coated reinforcing material and reshape the concrete, clean, and remove all loose paint and apply a new coat of exterior paint and replace the roofing with a PVC membrane roofing material with stainless steel fasteners for thermal and moisture protection. The bids for this project will be opened at the second meeting in January and TDC sales tax proceeds will also assist in funding the beach park facility repairs.

**On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached historic preservation grant agreement for the Carrabelle Beach Wayside Park Repairs.**

Commissioner Ward said this is one of the first things she wanted to get restored. She wanted the public to be aware that it will not be changed from its original style just upgraded and safety issues resolved. Chairman Jones asked if this project would be complete by spring. Mrs. Griffith said maybe not by spring break but should be completed by the summer season. **Motion carried 4-0.**

**c. BOARD ACTION: REJECTION OF BID AND  
READVERTISE 3RD STREET DUNE WALKOVER**

At the December 6<sup>th</sup> meeting, the Board received only one bid for the 3<sup>rd</sup> Street Dune Walkover Project. Coastal Project Engineers MRD & Associates have since reviewed the sole bid and have recommended that the county reject the bid and re-advertise as the bid exceeded the anticipated cost and budget for the project. The project is to be funded by TDC sales tax proceeds and consists of constructing a 6' wide by 188' dune walkover at 3<sup>rd</sup> Street West on St. George Island. In the attached draft solicitation for the re-bid, bids will be due Friday, January 13<sup>th</sup>, and will be opened at the January 17<sup>th</sup> meeting.

**On a motion by Commissioner Amison, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved rejecting all bids for the 3<sup>rd</sup> Street Dune Walkover Project**

**and authorizing readvertising.  
Motion carried 4-0.**

**d. BOARD ACTION: NOTICE OF AWARD 2ND STREET INTERSECTION REPAIR**

At the December 6<sup>th</sup> meeting, the Board opened bids for the 2<sup>nd</sup> Street Intersection Repairs to be paid by district 1 paving funds. Coastline Clearing and Development was the low bidder at \$57,330. County Engineers Dewberry and Associates have reviewed the bid and recommend an award. Attached to this report is a notice of award and the construction contract for this project.

**On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved issuing a notice of award and authorized the Chairman's signature on the contract documents for Coastline Clearing & Development, LLC. Motion carried 4-0.**

**e. BOARD ACTION: HICKORY DIP ROAD PERMISSION FOR STAFF TO NEGOTIATE DESIGN**

At the last meeting, Franklin County signed a \$44,247 grant agreement from the Florida Department of Transportation's Small County Outreach Program to survey, design, permit, and prepare construction plans/specifications to widen and resurface the .372 miles of Hickory Dip Road to North Bayshore Drive. This project will widen the roadway from 18' to 24', add pavement markings and upgrade signage. Drainage improvements will include the extension/replacement/correction of dual 36" cross drains at Indian Creek. As Franklin County follows the Consultants' Competitive Negotiation Act (F.S. 287.055) in selecting engineering firms for design improvements, the ongoing county engineering contract with Dewberry and Florida Statute 287.055 allows for the county to negotiate with the contracted engineer for this project.

**On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board authorized staff to negotiate with county engineers Dewberry for the design of this project. Motion carried 4-0.3**

**f. BOARD ACTION: CR67 PHASE IV DESIGN PERMISSION FOR STAFF TO NEGOTIATE DESIGN**

At the last meeting, Franklin County signed a \$261,690 grant agreement from the Florida Department of Transportation's Small County Road Assistance Program to survey, design, permit, and prepare construction plans/specifications to widen and resurface the final 2.6 miles of CR67 from Forest Road 172 to the Liberty County Line. This project will widen the roadway from 20' to 24' with 2 12' travel lanes with 5' paved shoulders, 8' total shoulder width, pavement markings, and upgraded

signage. Drainage improvements will include extension/replacement/correction of all cross-drains. As Franklin County follows the Consultants' Competitive Negotiation Act (F.S. 287.055) in selecting engineering firms for design improvements, the ongoing county engineering contract with Dewberry and Florida Statute 287.055 allows for the county to negotiate with the contracted engineer for this project.

**On a motion by Commissioner Sanders, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board authorized staff to negotiate with county engineers Dewberry for the design of this project. Motion carried 4-0.**

**g. BOARD ACTION: REPLACEMENT OF SCALE SYSTEM AT LANDFILL**

Franklin County included the replacement of the scales at the Landfill in the 22/23 capital outlay budget. The Landfill will make payments from the department's budget over a four-year period to the county's capital outlay fund to finance \$202,207 and approximately \$33,064 will be paid outright by the landfill tipping fee fund. County staff is requesting this purchase be authorized as sole-source procurement as landfill scales require ongoing inspections, service, and maintenance. At this time, System Scales is the only provider/installer for Mettler Toledo Scale Systems in our region and performs the scale inspections now as the prior vendor Fairbanks is no longer servicing this area. Per the county's procurement policy (excerpt pasted below), sole source procurement is possible when a department finds that only one source fits the needs of the department. The modular scale house for the landfill is supposed to be delivered sometime in the next 60 days and if the county can move forward with the purchase of the scales, this will also result in less downtime due to a separate installation window. Director Davis can elaborate on the lack of vendor options for scales due to our remote location.

*Item addressed earlier in the meeting.*

**h. BOARD ACTION: VROOMAN PARK BALLFIELD LIGHTS**

As part of the Hurricane Michael Assistance Grant from DEO, the aged and damaged ballfield lights at Vrooman Park are being replaced with energy-efficient, programmable, wind-rated sports lighting from Musco. The attached quote from Musco Sports Lighting is based on Sourcewell contract pricing. Pursuant to the county procurement policy, contract pricing through Sourcewell is a valid procurement method. The attached quote includes all equipment and the labor needed for removal/installation and required upgrades to the existing electrical supply panels for three 180' radius baseball fields at the Vrooman Park complex.

*Item addressed earlier in the meeting.*

**i. BOARD ACTION: ROAD DEPARTMENT TRUCK TO PULL LOWBOY TRAILER**

In 2021/2022 the Road Department was approved to purchase a new low-boy trailer and truck to pull the low-boy to use to transport heavy equipment. This purchase is to be paid from the capital outlay fund with annual payments from the department. As

supply chain delays have impacted the county's ability to order heavy equipment, the road department has just now found a 2024 Kenworth T880 Tractor Truck from a dealer with the Florida Sheriff's Association Contract Pricing.

*Item addressed earlier in the meeting.*

**j. BOARD INFORMATION: VIEW COUNTY PROJECTS WEB APPLICATION**

Mrs. Griffith demonstrated the new web application to the Board.

**k. BOARD INFORMATION: ISLAND VIEW PARK & SGI PLAYGROUND UPDATE**

Mrs. Griffith announced the park renovations are ready for a walk-through. They plan to schedule a ribbon cutting in January.

Mrs. Griffith added the following item to her report at this time.

**l. Request to negotiate with Southeastern Consulting for the CEI CR 67 Phase II**

**On a motion by Commissioner Ward, seconded by Commissioner Amison, to approve staff negotiating with Southeastern Consulting for the CEI Cr 67 Phase II project.**

Chairman Jones called for public comments and there were none. **Motion carried 4-0.**

**10. Michael Morón – County Coordinator**

**a. Action Item: TDC Administrative Contract**

*Item addressed earlier in the meeting.*

**b. Action Item: Squire Road Striping Change Order**

*Item addressed earlier in the meeting.*

**c. Action Item: Bluff Road and Sacagawea Trail Flooding Issue**

*Item addressed earlier in the meeting.*

**d. Action Item: Armory Project and Rental Update**

*Item addressed earlier in the meeting.*

**e. Action Item: Legislative Appropriations**

Staff received notification that the House and Senate will start accepting appropriation requests from counties and cities. Last year, with the assistance of your consultant Mrs. Traci Buzbee, the Board submitted a \$2.5 million dollar request for the construction of a new Emergency Operation Center and a \$7 million dollar request for a new facility at Weems Hospital. There were bills submitted for approval, however, none of the requests were funded. Will the Board resubmit these same projects and are there any other projects for consideration? I recommend engaging Mrs. Buzbee's services to assist with the preparation and submission of the appropriation requests. If the Board authorizes

Mrs. Buzbee to prepare and submit these appropriation requests, she will be available at your January 3, 2023, regular meeting to answer questions regarding these requests. Board action to engage Mrs. Traci Buzbee to prepare and submit the County's Legislative Appropriations requests.

Chairman Jones noted he would like to include the bike path on the island.

**On a motion by Commissioner Ward to engage Mrs. Traci Buzbee to prepare and submit the County's Legislative Appropriations. Seconded by Commissioner Amison. Motion carried 4-0.**

**f. Informational Item: Agenda Format Changes**

At your December 6<sup>th</sup> meeting, I discussed changing our agenda format to include a consent agenda. This would allow the County to have more efficient meetings, remaining transparent and accessible to your constituents. In researching this possible change to the agenda format, I realized our agenda is more report driven rather than an old business/new business item driven so a consent agenda may not provide the results intended. So, I would like the Board to consider the following approach to changing the agenda format that may provide the intended results:

- Minutes and Bill List will be approved with one motion.
- Department Directors and other administrators (TDC, Airport Manager, etc.) will be on the 1<sup>st</sup> monthly meeting agenda. They will not be on the 2<sup>nd</sup> monthly meeting agenda unless requested by a commissioner or if that individual has an action item or needs Board direction on an important matter.
- Public Hearings will be scheduled for the 2<sup>nd</sup> monthly meeting.
- Planning and Zoning Adjustment Board items will be on your 2<sup>nd</sup> monthly meeting. Variances will be heard and acted on as individual items, however, all other PZA items will be approved with one motion. Any commissioner may request that any PZA item is heard and acted on separately from the other PZA items.
- RFP, RFQ, and Sealed Bid openings will be on both meeting agendas.
- Staff and Attorney reports will be on both agendas.

I plan to start this new format in January, with the realization that there will be some "tweaking" of the format for the first few months. Let me know if you have any comments, questions, or concerns.

Commissioner Ward said she doesn't feel the department heads need to come to every meeting.

She noted she would like reports from Weems, EMS, and Dewberry. Chairman Jones said even if those are quarterly that would be fine. Commissioner Ward said it would be nice to have them here to ask any questions we may have.

**g. Informational Item: BOCC Meeting Policy**

Attached to your agenda packet is a draft meeting policy. For the most part, this document codifies the current procedure followed by the Board for its meetings. I will add, as an action item to my January 3rd report, the acceptance of this document. Let me know if you have any suggestions, comments, or questions regarding the document. Chairman Jones said basically this is in written format what the interaction of the board is going to be.

**h. Informational Item: Old Carrabelle Annex Building (Old FDOT Building)**

In past meetings, the Board has discussed what is referred to as the Old Carrabelle Annex Building. The County has a 30-year lease on that building that belongs to FDOT. As part of the 1-a-year lease, the County is responsible for maintaining the building, and as discussed previously, the building needs substantial repairs. Erin, Fonda, and I met with Mr. Richard Lewis, EMS Director, and he is interested in using this building as an EMS substation. The staff has contacted Florida Retrofit, who assisted with the Weems window replacement project, with anticipation that they would be willing to provide a 'ballpark' estimate to repair and convert the building so it can be used as an EMS substation. I will keep the Board updated after we meet with Florida Retrofit.

Commissioner Sanders said that is the reason we acquired the building originally. It would be excellent to use as a substation.

**i. Informational Item: Legislative Delegation**

Representative Shoaf has scheduled the County's Legislative Delegation on Tuesday, January 31, 2023, at 11:00 a.m. here in your meeting room. The Board will discuss this in more detail as that date approaches.

**j. Informational Item: Seasonal Employees Update**

Howard, Erin, and I plan to meet in early January to discuss seasonal employees (labor force) and present some options to the Board for discussion.

**k. Informational Item: Next Meeting and Workshop**

Your next regular meeting is scheduled for Tuesday, January 3, 2023, at 9:00 a.m. (ET). You also have a workshop scheduled that afternoon at 1:30 p.m. (ET).

Mediacom broadband

Chairman Jones said we are still having issues with the Supervisor of Elections building. Mrs. Griffith noted there was a conversation about setting aside funds to help the Supervisor's office find a new location. Mrs. Griffith said we did include about \$700K from the America Rescue Plan.

**11. Michael Shuler – County Attorney**

Attorney Shuler wished the Board and staff a Merry Christmas and a Happy New Year! He reported the following to the Board.

Case management HLS v FC court has directed the county to go back to mediation on January 27<sup>th</sup>

The summary judgment hearing is scheduled for March 16 or 17<sup>th</sup>

The dredging project to get rid of the piece of property behind Barbers seafood, documents have been signed.

Commissioner Sanders mentioned two things at the last meeting,

1. Acquiring property reconveyance property for multi-use type, pulled a copy of the deed so she would have it when speaking with the state.
2. Alligator Drive golf cart usage ordinance: pulled up the old traffic study done in 2018, it should probably be updated. You have to make a finding that it is safe to do so. If the board wants to pursue the ordinance, have Dewberry do a new traffic study. Things have changed since 2018. Determine if golf carts should or shouldn't be allowed.

Commissioner Ward said she had a code enforcement issue not sure if it is for you or the health department and she would get with him about it.

**Commissioners' Comments & Adjournment**

**12. Commissioners' Comments**

Commissioner Ward wished everyone a Merry Christmas and Happy New Year. Chairman Jones reminded everyone the Franklin County Varsity basketball team will take on Bozeman this week. He encouraged everyone to come out and support the team.

Commissioner Sanders wished everyone a Merry Christmas and Happy New Year. Commissioner Amison wished everyone a Merry Christmas and Happy New Year.

**13. Adjournment**

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

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**Ricky Jones – Chairman**

**Attest:**

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**Michele Maxwell – Clerk of Courts**

The audio is available upon request. Please e-mail [jgay@franklinclerk.com](mailto:jgay@franklinclerk.com), call 850-653-8861 to speak with the Administrative Assistant, or submit a request in writing to obtain audio of this meeting.