

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
COURTHOUSE ANNEX, COMMISSION MEETING ROOM
DECEMBER 6, 2022
9:00 AM
MINUTES**

Commissioners Present: Ricky Jones-Chairman, Jessica Ward-Vice-Chairman, Cheryl Sanders, Noah Lockley, and Ottilie Amison

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 15, 2022. Motion carried 5-0.

4. Payment of County Bills

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

5. Awards and Recognitions

a. 2022 Teeny Seahawks Football Super Bowl Champions

Mr. Fonda Davis recognized the 2022 Teeny Seahawks Football Super Bowl Champions. Mr. Mashburn asked if the Board would allow the players to attend at the next meeting due to school. Commissioner Sanders said she would like the players to come as well as the cheerleaders. Chairman Jones asked how the season was. Mr. Mashburn noted that they were undefeated. Commissioner Sanders noted the teamwork of the players. Commissioner Ward thanked Mr. Mashburn for coming. Commissioner Amison and Commissioner Lockley congratulated Mr. Mashburn and the team. Chairman Jones asked Mr. Mashburn to please let them know if there is ever anything that they need. Commissioner Amison asked about the purchase of the rings. Mr. Mashburn said they have been ordered, and he will get an update at the next meeting. Mr. Amison asked him to bring information regarding the fundraiser for this.

6. Public Comments

There were no public comments at this time.

Constitutional Officers

7. Michele Maxwell – Clerk of Courts – Report

Clerk Maxwell informed the Board about the Cookies with Santa events.

The Franklin County Clerk of Court, Property Appraiser, Supervisor of Elections, and the Tax Collector's office are pleased to announce the first annual cookies with Santa. Santa will make his

appearance at the Franklin County Courthouse in Apalachicola on Monday, December 19, 2022, and at the Franklin County Courthouse annex in Carrabelle on Tuesday, December 20, 2022. Santa will arrive at 5:00 p.m. until 6:30 p.m. Bring your kids to meet Santa and take a picture with him. Santa will also be giving cookies out; we hope to see you there.

Department Directors Reports

8. Howard Nabors – Superintendent of Roads and Bridges

Mr. Nabors attended via Zoom. He had no action items for the Board. Chairman Jones noted that we had a couple of days in the past weeks when we had no inmate labor. Chairman Jones said we are moving forward with acquiring temporary seasonal help so that we are not getting behind on anything. Commissioner Sanders thanked Mr. Nabors for all they do. Commissioner Amison asked if Mr. Mahr had reached out to him and if he had reached out to Attorney Shuler. Commissioner Amison said Mr. Mahr is agreeable to extending the temporary easement to fit whatever we need. Chairman Jones said we have an issue where Indian Creek was intentionally stopped up, but the new resident is agreeable to allowing us easement to clear it out. Chairman Jones said this is on the 5-year work plan. However, we could go in to replace the culvert for a temporary fix. Chairman Jones said we just want to make sure we aren't messing anything up as far as the design they are working on.

9. Fonda Davis – Solid Waste Director

Mr. Davis gave a brief overview of his report to the Board highlighting the following items.

- Employee New Hire Announcement: The Franklin County Parks & Recreation Department is pleased to announce that Stuart Barnett and Sammie Joe Kilpatrick have filled the open entry-level positions. Their effective start date was Monday, November 28th. Also, Catarina Bernabe moved from part-time at the courthouse to full-time. In the Solid Waste Department, we hired Jeffrey Bank as a truck driver and his effective start date is Tuesday, December 6th.
- Kendrick's Pressbox: Mr. Davis reported that he has reached out to one contractor but has not received a quote back from him.

Commissioner Sanders thanked them for the work they do in the county.

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

6. Carrabelle Annex Building Landscape

As the Board is aware, Commissioner Ward has requested improvements to the exterior Carrabelle Annex Building, especially the landscape. I am happy to report that with the assistance of Commissioner Sanders, Shane Philips (County Maintenance), and the Parks and Recreation Department, the exterior of the building and sidewalks have been power-washed, landscape maintenance including cleaning and trimming has been done, the building is decorated for the Christmas season. The staff has received an \$8600 quote from PlanItGreen to trim all the cherry laurels, remove existing shrubs, re-bed with new plants, tarp all beds with nylon landscape fabric, and mulch all beds with Bahama rocks. In addition, for this price, they will upgrade the irrigation system. After the installation, the County will engage Mr. Ray Messer to maintain the new landscaped system.

Commissioner Ward thanked everyone involved for getting this completed. Chairman Jones asked if this required Board action. Mr. Moron noted he was giving this as information, and the quote was under the \$10k threshold.

10. Pam Brownell – Emergency Management Director

Mrs. Jennifer Daniels spoke to the Board due to Mrs. Brownell being out sick. There was no action under their report.

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

1. EOC Director Selection

At your last meeting, Mrs. Pam Brownell announced her retirement, so the Board directed staff to advertise “internally” to fill the vacant Emergency Management Director. Mrs. Jennifer Daniel was the only applicant received for this position (Application attached), so is the Board prepared to hire Mrs. Daniel as the Emergency Management Director effective January 3, 2023? Board action to select Mrs. Jennifer Daniel as the County’s Emergency Management

Director effective January 3, 2023, at a salary based on the County’s pay plan.

On a motion by Commissioner Lockley, seconded by Commissioner Sanders, to approve hiring Mrs. Daniel as the Emergency Management Director effective January 3, 2023.

Mr. Jeff Goldberg, Emergency Director, for Walton County congratulated Mrs. Brownell on her retirement. He gave his support to Mrs. Daniels to receive the interim director position. He noted he has seen her work on-site, in training, and he is supporting this based on my 40 years of experience. He said he knows she will take the emergency management department to the next level. **Motion carried 5-0.**

Chairman Jones said there is a difference between doing tabletop exercises and making decisions during emergency situations. At the end of the day, emergency management is very important to the residents of Franklin County. Commissioner Ward said she has seen you do a lot of things for the county, and she can’t think of anyone any better to fill these shoes. Commissioner Amison congratulated Mrs. Daniels. Commissioner Sanders congratulated Mrs. Daniels and noted she had confidence she will do a great job.

11. Erik Lovstrand – Extension Office Director

Mr. Lovstrand reported to the Board the total peanut butter collection for this year, including matching donations from the Florida Peanut Producers Association, was 1,627 pounds. He also reported the FNP grant has been approved providing \$64,203 in 2023 to implement the nutrition program in Franklin County schools. This covers salary, fringe, and program supplies.

Chairman Jones thanked Mr. Lovstrand for everything he does.

12. Whitney Roundtree – Library Director

Ms. Roundtree presented the following action item to the Board.

The full-time library assistant, Nancy Cuffman, of the Carrabelle branch will be retiring effective December 9, 2022. Our current part-time library assistant, Thomas Riley, will be promoted to full-time effective December 12, 2022. Board action to advertise and fill the vacant part-time position.

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, to approve advertising and filling the vacant part-time library assistant position. Motion carried 5-0.

Ms. Roundtree gave a brief update on the upcoming events at the libraries.

Other Reports

13. Ted Mosteller – Interim Airport Manager

Mr. Mosteller presented his report to the Board and had no action items for the Board. Mr. Mosteller discussed the vegetation eradication on the Runway 18 approach noting 15-20 acres have been cleared already. Mr. Mosteller informed the Board that Mr. John will be here at the next meeting for bid opening and to update you on upcoming projects.

Presentations and Requests

14. Jon Creamer - FWC Regional Director - Apalachicola Bay Update

Mr. Jon Creamer introduced his team members as Dan Elimor, Devin Rescoe, and Garrett Leonard. Mr. Devin Rescoe gave a presentation on the FWC Apalachicola Bay Oyster Restoration in conjunction with **FSU, DEP, and FDATS**. In regard to funding, we have federal and state. Communication is the most important thing. Commissioner Lockley asked if the University of Florida is working on this also. Mr. Rescor said their focus is getting this restoration up and running. We will start moving these management systems to the front burner. If we have the opportunity to open earlier, we will. Commissioner Lockley said with the numbers presented he didn't think it needs to be open. Commissioner Amison said we've been at this place before. He asked in 85-86 what department head handled it. ANR dissolved. Where is the data from 40 years ago? They re-shelled what was there. We're three years into a five-year closure and we haven't even got material on the bars yet. What variable are we missing? Why are we not putting material on the natural bar? Covid delayed a lot of the mapping efforts. Got the data in early 2022. We haven't gone as far back as you mentioned but that may be something to look into. Commissioner Amison asked how they are planning to bring the public in. Mr. Creamer said they plan to do more workshops with the community and stakeholders. We plan to do this frequently. The next milestone is June 2023, probably prior to then we will begin those workshops and come back to the board with updates. Commissioner Ward said I believe we went to four or five spots, there was only thirty oysters total at all of those sites. Commissioner Amison asked if the sites that Commissioner Ward visited were planted on the natural bottom. Mr. Creamer noted it was natural bottom sites. Commissioner Amison noted there is a vast knowledge like with Commissioner Lockley, and Mr. Butler who had planted the bar with oak trees. We are great as far as our salinity. We need to bridge the gap between the community and FWC. Commissioner Lockley noted he gets questioned out in the community about when we are going to the bay. He asked about sustainability. Mr. Creamer noted that it is certainly being discussed, talking about how it can be done, and the funding of different types of avenues. We need to be able to continue the fishery. Commissioner Amison said there are talks about once we get resources back there is a discussion about limited entry, and the state is going to have a viable stake in it. Funding is going to have to come from some state level, those discussions are being held. We are just not there yet. Commissioner Sanders said one thing that is different now is in the past they barged in oyster shells from Louisiana, Mississippi, etc. She said we have to be very mindful of what we put in the bay so that it does not destroy what we already have. Chairman Jones said there is some struggle to get our hands on shell. The last time the bay was depleted was what got me out of the industry. The Chesapeake Bay restoration acquired shells out of our bay. Maybe we need to look for another source. We are all in agreement and know something needs to happen. We don't need to reinvent the wheel. Some men have moved on and done other things, but just as soon as the bay opens back up, they will go back to that. That is the lifestyle they grew up in and will go back to. Chairman Jones said you will have limited entry, there is only one oyster house in Eastpoint, and only a few still build tongs and oyster boats.

Commissioner Sanders said she is being inundated with bear calls if we could get a program to retrofit the garbage cans. Mr. Creamer will be in touch with Mr. Moron and will get back.

The Board moved to the public hearing at this time.

Public Hearings – 10:30 a.m. (ET)

19. Comprehensive Plan Change – Perils of Flood

An ordinance amending the Franklin County Comprehensive Plan to adopt a policy in the Coastal Conservation Element relating to the Perils of Flood, as required by Chapter 163.3178(2)(f), Florida Statutes.

Mr. Curenton presented this to the Board. Chairman Jones called for public comments.

Mrs. Barbara Sanders applauded the Board for beefing up the flood ordinance. She noted she was a little perturbed that this added language is not going to change anything in Franklin County. She said that she thought there were reasonable steps to take such as restricting the clear-cutting of lots, filling swamps, and raising the level of lots. She said that she was primarily speaking of St. George Island because that is where she is seeing most of this happening. She asked staff to be more diligent in looking at the ordinance and filling of swamps.

Commissioner Ward said in terms of Mrs. Sanders's concerns this doesn't have anything to do with flooding the bay. Mr. Curenton explained that we didn't have anything in our plan that mentioned the community rating system. He said because

we do certain things that are over and above, the residents get a 15% discount on their insurance policies. This is a formality that Florida Statute is requiring.

On a motion by Commissioner Ward, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board adopted the ordinance amending the Franklin County Comprehensive Plan to adopt a policy in the Coastal Conservation Element relating to the Perils of Flood, as required by Chapter 163.3178(2)(f), Florida Statutes. Motion carried 5-0.

15. David Walker - Weems' CEO - New Building Project Update & Request

Mr. Walker appeared with Mr. Tom Ramsey from Alliant, Kristen Anderson, and Myrtis Wynn. The hospital board is requesting the hospital renovation plan be done in phases. They are recommending the emergency department including diagnostic and imaging services be done as Phase 1. After Phase 1 is complete, an assessment will be done to see what additional renovation would be best suited for the hospital. The plan is to get the current plan we have now revised. Mr. Walker noted that they would need to work with Mr. Moron and Mrs. Griffith throughout this planning to coordinate with architects and see if we need an RFQ. Commissioner Ward said she realizes this has been ongoing for fifteen years and usually there is a sunset date. However, due to the rise in inflation and costs, she likes the idea of completing in phases. Commissioner Ward noted that the way the referendum was originally presented, we may let the people decide. She said her thing is with the school board tax, there is a sunset date. So, they had to go back and see if the taxpayers wanted to keep paying the tax. She isn't sure if we should revisit this but wants to make sure that we give the people what they originally agreed upon. Commissioner Ward said we have to make sure that we can pay for it and be financially sustainable. Commissioner Ward said she would like to see some specialists brought in to serve the community. Mr. Walker said we will have an updated facility with more rooms. He said economically he doesn't think we can build a brand-new facility. Commissioner Sanders said she only sees it being done by putting a line item in the legislative budget for a new facility. She said Senator Ausley fought for us but we didn't get it. She said she has a lot of people ask why the county keeps putting money into the hospital. We need a facility and right now we need an emergency room. How can you put a money amount on someone's life? There are certain things we can do to help the situation. I am a firm believer in emergency rooms and EMS. Why in the world did y'all start so quickly now since it's been since 2007-2008? Why are you looking at building now? Mr. Walker said the idea was to build a new hospital, but prices keep going up. Mr. Walker said in 2020 when the hospital board and county were preparing to do the facility it would have cost about 12-14 million. With Covid the county kind of put that on hold. We de-obligated the money for the loan and the money went back to USDA. We put in for money with the legislature last year but did not receive it. He said with the rising costs in construction, we have tried to see what we can do now that is feasible. Commissioner Sanders asked if they are going to put in for the legislative funds. Mr. Walker said they have not put in anything yet. Commissioner Sanders said Corey Simone seems like he's a go-getter. Commissioner Ward said we lost the legislative funds we had applied for. Chairman Jones said last year Representative Shoaf filed a bill to try to get us 7 million dollars to try and build a new facility. In talking with him, I let him know that we had the money to match it. Chairman Jones said the tax that the county passed is a small county surtax. We tied it to healthcare with a memorandum but there is nothing saying we can't go back to the two cities to see if they approve. Then we could use ½ cent for the hospital and the other to fund other things. Commissioner Ward said there is an indigent surtax, and we need to split it up so that we can benefit the other county in terms of infrastructure. Chairman Jones said the indigent care is something we can pass, it's ½ cent but it would not be solely payable to Franklin County, it would be paid wherever they are seen indigent care tax could help our residents. Attorney Shuler said with indigent care surtax one cent surtax and by referendum you could have an additional half penny for indigent care. This would require some studies and is an option for the board. Commissioner Amison asked if it mirrors what is on the ballot. Would it be wrong if we took that money away from health care? Attorney Shuler said there are two components one referendum and an interlocal agreement. The surtax would be divided up between the three local communities. The process of amending small county surtax potentially has to go back to a referendum. Absent the interlocal agreements all of that money gets distributed out and it's a general revenue surtax that can be spent on anything government related. The intent of the referendum was to build a hospital. First was the building of Carrabelle, then Weems, then the ambulatory service. Chairman Jones said he was trying to let her know why there isn't a sunset on the surtax. Attorney Shuler said there was some discussion about having a sunset but it was decided not to have one. Chairman Jones called for public comments. Ms. Donna Butterfield requested the Board hold a public workshop. Where is the written plan, projected cost estimates, and how much are they spending out of the trust fund or operating? There is only

one patient per day? How many visit the emergency room? Think it is time for the public to be involved. I think a public workshop is in order and would appreciate it if you will schedule one. Chairman Jones said what he understands Mr. Walker is asking for is the ability to start the process to get all of these documents together. As it is situated, there is a hospital board, and they answer to us. They are asking for the authority to hash out this plan. Commissioner Lockley said what the people have to realize is every time we try to do it, it gets to this part. It always was a block. This should have been done. We told the people we were going to do it. Every time we try to start it always comes to a stop. Anything that we keep putting off is going to keep going up. **Commissioner Lockley made a motion to approve the request.** Commissioner Amison said what we are approving is for them to go out and get a quote, for them to bring back to the Board for approval. **Seconded by Commissioner Amison.** Commissioner Ward said she agrees with Ms. Butterfield and when we have all of this data gathered, let's have a workshop, and allow Mr. Walker to present this information.

Motion carried 5-0.

16. Georgia Ackerman - Riverkeeper's Executive Director - Amicus Brief Update

Ms. Ackerman gave a brief update to the Board. She requested the Board approve filing a motion to submit the Amicus brief to the appellate court in Atlanta. Chairman Jones noted this is already something we approved to be filed and we are now requesting it be filed in the appellate court. Ms. Ackerman confirmed this will authorize the refiling of the same Amicus brief. She noted there is minimal risk, but the upside far outweighs the risk.

On a motion by Commissioner Sanders, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved filing a motion to submit the Amicus brief previously filed to the appellate court in Atlanta. Chairman Jones said he would hope this goes well, but if we were to get water without the Corps maintaining the water channel, it is eventually going to fill in. He said he is in support of the action of the Board today. **Motion carried 5-0.**

17. Jamie Bell - Second Harvest – Presentation

Mr. Bell presented the Mobile Pop Pantry concept to the Board. He broke down the proposed budget for the project as follows:

Mobile Pop Market Trailer	\$175,000
Truck	\$ 85,000
Food	\$125,000
Personnel	\$128,000
Maintenance (over 5 years)	\$ 70,000
Contingency	\$ 17,000
TOTAL	\$600,000

Mr. Bell explained the proposed shared cost between five counties would be \$25,000 per year for four years.

Commissioner Lockley said he believes in helping people, but some of the counties have doubled our population. Mr. Bell explained they are basing the fee on how many times they plan to come to Franklin County. What we know we can do is serve that many individuals and pounds. Chairman Jones said so under this proposal you aren't going to take this pop-up pantry more to one county than the others. Commissioner Amison asked how many other counties have signed on. Mr. Bell explained this is the first Board he has met with. He said he had met with other clerks and the chairman and so far, the meetings have been favorable. Of course, they are subject to a county commission board vote. He noted that anything that we do would have to be contingent upon the other counties. Mr. Bell noted he had a presentation scheduled with Gulf County in January. Mr. Bell also noted they have a couple of partner agencies through some churches. This will be in addition to the other partnerships. Commissioner Ward asked Mrs. Griffith if we are giving any money to Second Harvest at this time. The county does contribute to multiple food banks. Mr. Bell said many times the partner agencies tend to be churches. They are run by a congregant or member of that church. The frequency that they are available might not be as much. The mobile pop pantry would provide a more routine availability. Commissioner Sanders said there will come a time when the smaller groups are bled out. Mr. Moron asked if they would stock the truck for 300 if estimated for 220. Mr. Bell said yes. When we stock the truck, it will be for more than what we anticipate giving out. Commissioner Ward said she likes the idea of a

mobile unit and asked if the participants would get to go in and pick their items. Mr. Bell said yes, they get to come in and pick out what they need. It's a little bit more of a shopping experience and promotes better nutrition also. Commissioner Sanders asked if any of these counties chose not to participate are you still going to serve the underserved? We would have to look at that, it may look like a different partnership with Franklin County. There is a couple of contingency plans that we can look at. Mr. Moron said it looks like we are looking for a vote of confidence, then circle back once the other counties have approved. Chairman Jones said he does support this idea. He noted that some time back the Board was talking about stocking a locker of food. It was not mobile. Commissioner Amison inquired as to the frequency. Mr. Bell said it would come weekly and would create routine and stability. Commissioner Amison spoke in support of the concept. The Board in general liked the idea and would like to see the concept moving forward. Commissioner Sanders noted transportation is a lot of the problem with getting food to residents.

18. Pat O'Connell - LTPT's Chairman - Broadband Update

Item postponed to a future meeting.

Public Hearings - 10:30 a.m. (ET)

19. Comprehensive Plan Change - Perils of Flood 10:30 a.m. (ET)

An Ordinance amending the Franklin County Comprehensive Plan to adopt a policy in the Coastal Conservation Element relating to the Perils of Flood, as required by Chapter 163.3178(2)(f), Florida Statutes.

Click [here](#) to download the draft ordinance and advertisement.

Item addressed earlier in the meeting.

RFP/RFQ/Bid Opening

20. Request for Qualifications: CEI CR 67 Phase II

The Franklin County Board of County Commissioners is seeking civil engineering services relating to the construction engineering and inspection (CEI) for the widening and resurfacing improvements on County Road 67 from the Crooked River Bridge TO State Forest Road 166. The total length of the project is approximately 2.00 miles. The scope of the project includes widening and resurfacing the existing lanes, the addition of 5' paved shoulders, shoulder stabilization, and culvert extensions. In addition, signage and pavement markings will be upgraded or replaced. Consideration will be given to only those firms that are qualified pursuant to law and that have been prequalified by FDOT to perform the indicated types of work.

Mr. Moron proposed the review committee consist of Mrs. Griffith, Mrs. Bankston, and himself. He said Mr. Curenton will rank the RFQs.

The RFQs were opened in the following order:

1. EXP US Services, Inc., 2510 Miccosukee Road, Suite 200, Tallahassee, FL 32308
2. SCE-Southeastern Consulting Engineers, Inc., P.O. Box 951, Port St. Joe, FL 32456

3. AECOM, 1625 Summit Lake Drive, Suite 300, Tallahassee, FL 32317

4. HMB, 4452-B Clinton St, Marianna, FL 32446

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board appointed the review committee as recommended above and authorized sending the packages to the committee for review and recommendation. Motion carried 4-0, Commissioner Lockley absent.

21. Sealed Bids: 2ND STREET AND US 98 INTERSECTION REPAIR

The Franklin County Board of County Commissioners will receive sealed bids from any qualified person, company, or corporation interested in constructing:

2ND STREET AND US 98 INTERSECTION REPAIR

The project is located in Franklin County, Florida, and consists of the reconstruction of the 2nd Street and Hwy 98 intersection in Eastpoint, FL.

The bids were opened in the following order:

1. Coastline Clearing & Development, LLC, 122 US 98, Suite D, Eastpoint, FL 32328

2. Pigott Asphalt and Sitework, 12 Asphalt Way, Crawfordville, FL 32327

On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board authorized sending the bids to Dewberry for review and recommendation. Motion carried 4-0, Commissioner Lockley absent.

22. Sealed Bids: 3RD STREET WEST DUNE WALKOVER

The project consists of the construction of a wood dune walkover project located at the end of 3rd Street West, St. George Island, Franklin County, Florida, specifically between DEP Monuments R-82 and R-83. The pile-supported structure is 6-foot wide by 187.8 feet long for an area of approximately 1,127 square feet.

The bids were opened in the following order:

1. Live Flyer, 647 Mill Road, Carrabelle, FL 32322

On a motion by Commissioner Ward, seconded by Commissioner Sanders and Commissioner Amison, and by a unanimous vote of the Board present, the Board authorized sending the bid to MRD for review and recommendation. Motion carried 4-0, Commissioner Lockley absent.

County Staff & Attorney Reports

23. Fiscal Manager/Grants Coordinator – Erin Griffith

1. BOARD ACTION: FINAL CHANGE ORDER SCOP C30A PROJECT

Southeastern Consulting Engineers recommends the acceptance of the attached change order for the C30A widening and resurfacing project. The attached -\$71.42 change order is the final reconciliation of quantities for the project as work is now complete. The total contract cost for Roberts and Roberts to widen and resurface the 3.466 miles of roadway was \$3,449,242.23.

Board action to accept and authorize the chairman to sign the attached final change order number 3 for the CR30A Project.

On a motion by Commissioner Sanders, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board accepted and authorized the Chairman to sign the attached final change order number 3 for the CR30A Project. Motion carried 4-0.

2. BOARD ACTION: CIGP WIDEN & RESURFACE PATTON DRIVE DESIGN TASK ORDER

At the November 15th meeting, the Board authorized county staff to negotiate with county engineers Dewberry for the Design of the widening and resurfacing of Patton Drive. Dewberry Engineers has submitted a task order in the amount of \$54,602 which will be fully funded by the Florida Department of Transportation CIGP design grant to widen and resurface the .735 miles from SR30 (US98) to SR300 Island Drive.

Board action to approve and authorize the chairman to sign the attached task order with Dewberry Engineers for the Patton Drive project.

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 task order with Dewberry Engineers for the Patton Drive project.4-0

3. BOARD ACTION: SCOP WIDEN & RESURFACE HICKORY DIP DESIGN GRANT AGREEMENT

Franklin County has received 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. Roadway drainage will also be evaluated to determine if additional ditches, side drains, and cross drains are required.

Board action to approve and authorize the chairman to sign the attached grant agreement and resolution of authorization.

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 grant agreement and resolution of authorization. Motion carried 4-0, Commissioner Lockley absent.

4. BOARD ACTION: SCRAP WIDEN & RESURFACE CR67 PHASE IV DESIGN GRANT AGREEMENT

Franklin County has received 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.

Board action to approve and authorize the chairman to sign the attached grant agreement and resolution of authorization.

On a motion by Commissioner Sanders, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached grant agreement and resolution of authorization. Motion carried 4-0, Commissioner Lockley absent.

5. BOARD ACTION: ADVERTISE FOR BIDS – RENOVATION TO THE CARRABELLE BEACH WAYSIDE PARK PAVILIONS AND RESTROOMS

The Florida Historic Preservation Grant Administrator for the Renovation of the Carrabelle Beach Wayside Park Pavilions and Restrooms project has given approval for the county to proceed with advertising for the construction bids for the project. The grant agreement is in review and will be ready for acceptance by the Board at the next meeting on December 20th. In the draft advertisement, a mandatory pre-bid conference will be held on-site on Wednesday, January 4th, 2023, and bids will be due by 4:00 p.m. on Friday, January 13th, 2023, to be opened at the meeting on January 17th, 2023. Contractors will have approximately 120 days to complete the project once a notice to proceed is issued.

Board action to advertise for bids for the Renovation to the Carrabelle Beach Wayside Park Pavilions and Restrooms.

On a motion by Commissioner Amison and Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board authorized to advertise for bids for the Renovation of the Carrabelle Beach Wayside Park Pavilions and Restrooms. Motion carried 4-0, Commissioner Lockley absent.

Mrs. Griffith requested the Board approved advertising the Broadband Meetings and Outreach noting the costs would be paid out of the Board's advertising budget. Mrs. Griffith said it would be several thousand dollars at the most. Chairman Jones called for public comments and there were none.

Commissioner Ward asked if we could use some of the funds allocated by the governor. Mrs. Griffith said they usually don't let you go back and reimburse yourself for expenses before the grant is awarded.

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved advertising the Broadband Meetings and Outreach authorizing the costs to be paid out of the Board's advertising budget. Motion carried 4-0, Commissioner Lockley absent.

6. BOARD ACTION: IT MANAGEMENT SOFTWARE SUPERVISOR OF ELECTIONS OFFICE

During budget discussions, the Supervisor of Elections mentioned that she had some new software security requirements and elections management software which she hoped would be paid by a grant. The grant funding was not approved for this year and as it is a necessary expense for elections operations, the Supervisor's Office will need to add the expense to next year's operating budget and this first year will be paid by Capital Outlay Maintenance funds.

Board action to approve payment of the annual invoices for this first year of unfunded IT management

software for the Supervisor of Elections.

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved payment of the annual invoices for this first year of unfunded IT management software for the Supervisor of Elections. Motion carried 4-0, Commissioner Lockley absent.

7. BOARD INFORMATION: FMA CONTRACT ADDENDUMS FOR BOARD FILE & MISC. PROJECT UPDATES

Mrs. Griffith noted there were contract revisions for Pigott Asphalt, North Florida Construction, and Anderson Columbia which she has provided for the Board's review. She announced the preliminary walk-through at Island View Park next week with a hopeful completion date of December 31st.

24. County Coordinator – Michael Morón

Action Items

1. EOC Director Selection

At your last meeting, Mrs. Pam Brownell announced her retirement, so the Board directed staff to advertise "internally" to fill the vacant Emergency Management Director. Mrs. Jennifer Daniel was the only application received for this position (application attached), so is the Board prepared to hire Mrs. Daniel as the Emergency Management Director effective January 3, 2023?

Board action to select Mrs. Jennifer Daniel as the County's Emergency Management Director effective January 3, 2023, at a salary based on the County's pay plan.

Item addressed earlier in the meeting.

2. Committee Appointees

- a. At your last meeting, during committee assignments, Chairman Jones asked if a new Board appointment was needed on the Consortium Board. Former Commissioner Parrish was the Board's appointee; therefore, a new appointee is needed on the Consortium Board. There was a Consortium meeting scheduled last Tuesday and they asked for County participation, so I asked Chairman Jones to represent the County at that meeting until the Board appoints a representative. Chairman Jones may have an update on the meeting.

Board action to appoint a representative to the Consortium Board.

On a motion by Commissioner Sanders, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board appointed Chairman Jones as representative to the Consortium Board. Motion carried 4-0, Commissioner Lockley absent.

- b. Former Commissioner Bert Boldt was the Board's appointee on the WILD Library Board. Commissioner Sanders has been contacted by WILD representatives to serve on that board and she is willing to serve.

Board action to appoint Commissioner Sanders to the WILD Board.

On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of

the Board present, the Board appointed Commissioner Sanders to the WILD Board. Motion carried 4-0, Commissioner Lockley absent.

3. LTPT Workshops

Earlier, Mrs. Pat O'Connell, LTPT Chair, updated the Board on the Local Technology Planning Team initial meeting, the FCC updated draft internet speed map, and upcoming workshops in January to hear from Internet Service Providers. With your approval this morning, those Workshops will be scheduled at 1:30 p.m. (ET) on January 3, 2023, and January 17, 2023.

Board action to schedule workshops to hear from Internet Service Providers on January 3rd and 17th, 2023, at 1:30 p.m. (ET).

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board scheduled the following workshops to hear from Internet Service Providers on January 3rd and 17th, 2023, at 1:30 p.m. (ET). Motion carried 4-0, Commissioner Lockley absent.

4. Courthouse Elevator Panel Replacement

Based on a recent inspection/repair of the elevator in the Courthouse, Kone Elevator informed staff that the existing push button configurations are nearly obsolete and they having a hard time locating replacements for the elevator. Kone recommends updating the elevator panel and buttons for a total cost of \$19,717.95.

Board action to authorize the replacement of the Courthouse elevator panel and buttons for a cost of \$19,717.95.

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board authorized the replacement of the Courthouse elevator panel and buttons for a cost of \$19,717.95. Motion carried 4-0, Commissioner Lockley absent.

Informational Items

5. Armory Update

The following is Mr. Mark Curenton's most recent report on the Fort Coombs Armory project: *On Tuesday, November 22, there was a meeting at the Armory to review the progress of the installation of the fire sprinkler system and other renovations to the building. Everything is on schedule. There was one area on the second floor where the sprinkler system cannot be installed as shown on the plans due to the way the roof is framed up. The architect and the fire sprinkler subcontractor are working on a solution and expect to have the sprinkler system completed by the second week in December. The contractor is confident that the entire project will be completed by the end of January.*

6. Carrabelle Annex Building Landscape

As the Board is aware, Commissioner Ward has requested improvements to the exterior Carrabelle Annex Building, especially the landscape. I am happy to report that with the assistance of Commissioner Sanders, Shane Philips (County Maintenance), and the Parks and Recreation Department, the exterior of the building and sidewalks have been power-washed, landscape maintenance including cleaning and trimming has been done, the building is decorated for the Christmas season. Staff has received a \$8600 quote from PlanItGreen to trim all the cherry laurels, remove existing shrubs, re-bed with new

plants, tarp all beds with nylon landscape fabric and mulch all beds with Bahama rocks. In addition, for this price, they will upgrade the irrigation system. After the installation, the County will engage Mr. Ray Messer to maintain the new landscaped system.

Item addressed earlier in the meeting.

7. SJLV Fire Department

a. December 3rd Training

Mr. Robert Amick, SJLV Fire Coordinator, conducted a training on Saturday, December 3rd, at the SJLV Fire Station. The group of approximately 10, inventoried equipment and fire trucks for needed repairs and service, started training on safety equipment, created a list of goals. The goals include outdoor and indoor maintenance of the Fire Department and the creation of a fire district master map that will include all fire hydrants, commercial buildings, churches, restaurants, etc. The next meeting/training will be on Tuesday, December 13th at 1:00 p.m.

b. Alarm System Installation

The installation of a security/access system at the SJLV Fire Station has been completed. Mr. Robert Amick and the current volunteers have a temporary access code to the building. Once a Fire Chief has been selected, each Firefighter will receive their own code to the building.

8. Commissioner Planning Discussion

Chairman Jones requested that on your January 3, 2023, meeting, there is an agenda item that will set aside time to allow each Commissioner the opportunity to state their future short-term and long-term goals during their term. Let me know if you need staff to research any information that may help with your message at the January 3rd meeting.

9. Consent Agenda

I have been approached by some Commissioners to create consent agendas within the regular meeting agenda. I will attempt to start this process at your January 3rd meeting. As a reminder, any item that is part of a consent agenda can be removed and discussed at length. Contact me if you have any ideas, comments, or concerns regarding the implementation of consent agendas for your regular meetings.

10. Airport Committee

During my discussions with Commissioner Amison, one of his goals is to have the Board consider the creation of an Airport Committee. In past meetings, the Board has talked about the purpose of this committee, who should serve, and the role of this committee. To add, as an action item, the creation of this committee at a future meeting, I would like the opportunity to meet with each of you individually and hear your thoughts on this committee. After those meetings, I will create a narrative on my report that states what ideas you have in common and let the Board discuss and resolve your differences.

Commissioner Amison said he had reached out to several airports, and with all of them, they have structure. They have a manager, a board, and then a report they report to. The airport is in the top two or three that could bring money into the county. My big thing is that we need to advertise for those board positions. You are going to get

people who are interested and who have aviation knowledge. Looking for qualified personnel for this board. Chairman Jones said he agrees that it doesn't necessarily have to be someone from every district but the most qualified.

11. CareerSource OJT Program

Mrs. Kim Bodine has asked for your assistance in promoting CareerSource Gulf Coast On-The-Job Training program as there has been little response from Franklin County residents. As stated in the attached flyer, this program allows Franklin County residents to be paid at competitive rates while receiving hands-on training from experts along with other benefits. There are eligibility requirements that include income guidelines. For more information contact Mrs. Sherry White at (850) 338-6606 ext. 8104 or at swhite@careersourcegc.com.

Chairman Jones highlighted this item. Half of the rate you pay them comes from CareerSource. It is specifically for Franklin County.

12. FAC Legislative Conference Update

Last week Chairman Jones and Commissioner Lockley attended the Florida Association of Counties Legislative Conference in Pinellas County. Both commissioners may have updates on the conference.

Reestablish EPWSD

Attempts to try to close prisons in rural communities

Using TDC tax - amending the cap

13. Ethics Class

As requested, the Florida Association of Counties' four-hour Ethic Class will be streamed here in your commission meeting room on Saturday, December 17 at 9:00 a.m. If you would prefer to take the class at your own convenience, let me know so the staff can set up your account.

14. Workshop Reminder

As a reminder, there is a 1:30 p.m. (ET) Workshop this afternoon for a Site Readiness presentation from Duke Energy and its consultants.

15. Next Meeting Date

Your next regular meeting date is scheduled for Tuesday, December 20, 2022, at 9:00 a.m. (ET).

Commissioner Ward said the Senior Center in Carrabelle was basically told they would be closing on December 31st. We are working to make sure that we do have a place. It is more than the food; it is visitation and socialization. She said that she wanted to know that we are working on this and that if there is a way we can fix it, we will. Commissioner Ward noted that the lady in charge is supposed to be there tomorrow at 10 and she is going to try to be there to talk with her. Commissioner Sanders said the Board gives over \$51k a year to them and we need to have Area Agency on Aging. She suggested sending a letter and copying the Elder Affairs Secretary, Governor, and State Senator. Commissioner Ward said there is no reverter clause but if they do sell the facility it has to go back to another government agency. Attorney Shuler said he had not reviewed the documents, but that is what they have told Mr. Moron. Commissioner Sanders said if they fail to provide this service then they will lose their tax-exempt qualification.

25. County Attorney – Michael Shuler

Attorney Shuler had nothing to report to the Board.

Commissioners' Comments & Adjournment

26. Commissioners' Comments

There were no additional Commissioners' comments.

27. Adjournment

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

Ricky Jones – Chairman

Attest:

Michele Maxwell – Clerk of Courts

The audio is available upon request. Please e-mail 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.