

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
COURTHOUSE ANNEX, COMMISSION MEETING ROOM
JANUARY 7, 2025
9:00 AM
MINUTES**

Commissioners Present: Ricky Jones-Chairman, Jessica Ward-Vice-Chairman, Cheryl Sanders, Office Amison, and Anthony Croom, Jr.

Others Present: Michele Maxwell-Clerk of Court, Michael Shuler-County Attorney, Michael Moron-County Coordinator, Erin Griffith-Fiscal Manager/Grants Coordinator, and Jessica Gay-Clerk to the Board

Call to Order

Chairman Jones called the meeting to order.

Invocation and Pledge of Allegiance

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

Approval of the Agenda

Mr. Moron noted that Baker Tilley presentation may be running late. Mrs. Griffith updated a few items on her report. She did not add anything, but she did update some items. Chairman Jones noted that the new process, unless a commissioner wishes to pull a particular item, all action items will be voted on with one motion per report. Chairman Jones asked were we treating each individual office as one motion, Mr. Moron noted that he would suggest that for now.

On a motion by Commissioner Sanders, seconded by Commissioner Ward and Commissioner Amison, and by a unanimous vote of the Board present, the Board approved the agenda as presented. Motion carried 5-0.

Payment of County Bills

1. County Bill List for Payment

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. Chairman Jones noted that the bill run looks a little different due to the elected officials' offices getting quarterly payments instead of monthly. **Motion carried 5-0.**

Public Comments

Item addressed later in the meeting.

Constitutional Officers

2. Honorable Terry Tipton -- Property Appraiser

Hello, and Happy New Year. My name is Terry Tipton, and I am excited to serve as Franklin County's next Property Appraiser. I look forward to working with you all in the future.

Facts about what the PA office does...

Staff: 8 people that oversee a parcel count that is over 18,000! We have an annual budget of \$895,000. There are 3,383 active homestead exemption parcels as of today. The total market value in Franklin County is over 6 billion dollars. So, who keeps up with all this work, plus a lot more that was not mentioned? My staff! I want to give a HUGE thank you to those that keep this office running. The ones that I work with 8 hours a day, 5 days a week, and occasionally on nights and weekends! These are the ones who have my back, and I could not be here today without this crew. My work family!

Casey Nash (Chief Deputy) - 28 years

Joseph Ferrell (Asst Chief Deputy) - 20 years

Brenda Benjamin (Customer Service Manager) - 25 years

Stephanie Smith (Director of Deed Services) - 21 years

Megan Shiver (Finance Director) - 10 years

Heather Carroll (Director of Tangible Personal Property) - 20 years

Aaron Paulk (Field Supervisor) - 10 years

Combined with my 23 years, we have a total of 157 years of appraisal experience in this office. That is something to be celebrated. I could not do it without this staff, and I know that (and they know it too!). Each person in this office

wears many hats and does way more than anyone could imagine. It truly takes a dedicated team to operate this office. Thank you for your time! Commissioner Ward said that she is proud of him noting they went to school together. Look forward to your future as the property appraiser. Commissioner Sanders noted that we are all proud of you.

3. Honorable Amy Cook -- Tax Collector

Mrs. Cook thanked the Board for their support and introduced her assistant Tax Collector Sarah Carter, and finance director Link Carroll. Mrs. Cook noted that there was an audit done and there were some discrepancies. She thanked the Board for addressing the flooding issues in her office. She noted that they need a handicap accessible desk in her office. Commissioner Ward congratulated Amy and said she looks forward to working with her. Commissioner Sanders said she appreciates you coming in and thanked Mr. Watson for his service as tax collector and county commissioner. She said always remember the value of the annex in Carrabelle and what it means to the residents on that side. Commissioner Croom asked should we go ahead and address item number 6 on Mrs. Griffith's report.

6. BOARD ACTION: AGREED UPON PROCEDURES (AUP) ENGAGEMENT LETTER TAX COLLECTOR'S OFFICE

The new tax collector, Amy Cook, has requested the attached Agreed Upon Procedures proposal from the county's new auditing firm, Lanigan and Associates. In addition to the regular audit, which is currently underway for the fiscal year ending September 30, 2024, the attached proposal will conduct a detailed four-year, in-depth analysis on the four accounts impacted by the recent theft by a prior employee during the prior Tax Collector's tenure. This report will identify all potential fraudulent checks made payable to the former employee during the four-year period. The auditors also plan to analyze any specific procedural missteps or gaps in internal control that occurred and aid the new tax collector in developing/implementing safeguards going forward. As the theft is under investigation, board members should direct any questions directly to the auditors as it pertains to this proposal.

Board action to approve and authorize the chairman to sign the attached \$6,500 engagement letter for the tax collector's office.

Commissioner Ward noted that the sole purpose of this is so that in the future we do not have any nefarious issues. This is to protect the public. Mrs. Griffith noted that this will go back for a four-year period and view each check issued. Commissioner Croom asked do we normally use this firm? Mrs. Griffith noted that we just started using this firm about a year ago. **Commissioner Ward made a motion to approve, seconded by Commissioner Croom. Motion carried 5-0.**

Mr. Moron noted that both the tax collector and property appraiser met with himself and Mrs. Griffith. They will be making some personnel changes in their office. They are going to try to keep this in their budget for this year but may increase their budget request for next year. Mrs. Griffith noted that capital improvement funds will cover the handicap accessible desk for Mrs. Cook's office.

Chairman Jones noted that he inadvertently skipped public comments and moved back to this item at this time.

PUBLIC COMMENTS

Mr. Daniel McClenahan spoke to the Board about some trees which are not on his property but very close to their home. He said he is afraid their home may be substantially damaged in the next hurricane. He noted that are just trying to essentially save their home. With the hurricane insurance rates, it is very expensive to insure their home. He noted that he does not know who to talk to about it.

Ms. Diane Zavotsky spoke regarding the same issue as Mr. McClenahan. She noted that the pine trees sit on county property, and they did have someone come out from the county and look at them. We are not sure if there is a formal process. If the trees fall, they are going to hit our house. Not sure what the next step is.

Chairman Jones noted that we will address this. Mr. Moron noted that Mr. Nabors is up next, and he believes he is the one who went out to look at those.

Department Directors Reports

4. Howard Nabors – Superintendent of Roads and Bridges

Mr. Nabors noted that we do not cut trees unless it is a safety issues. The trees are green and healthy. We are not budgeted to cut everyone's trees that need to be cut. Commissioner Sanders said that Howard informed me that there were concerns. She asked Mr. Nabors to go out and evaluate. We received a letter from the property owner, then had Attorney Shuler respond to the property owners with a letter. She noted that if it were a hazard, we would take care of it. That is the reason why you have property insurance in the event something happens, it is covered. She noted that

she believes the county has done their due diligence on the issue. Mr. Nabors noted that if the trees were leaning towards their property, we would cut them.

Mr. Nabors written report as follows:

1. Gave the City of Apalachicola (2) speed limits 25 and 1 watch for children signs on 5th Street in Apalachicola for Commissioner Croom estimated cost at \$36 per sign.
2. Detail of Work Performed and Material Hauled by District (see attached documents)
(November 27, 2024 – December 31, 2024)

5. Fonda Davis – Solid Waste Director

Information item: 826K Purchase in 2016 7900 Hours Used

We purchased 826K in 2016, and it currently has 7900 hours of use. We replaced the tips on the wheels in March of 2022 for \$35,481.25. The time has come again for the replacement and cleaning of the weld surface on the wheel tips for an estimated \$55,035. Since we are headed to becoming a full Transfer Station, I have requested an estimate of refurbishing the 826K, so that a determination can be made on the best options.

Commissioner Ward said she appreciated his guys going out and pressure washing the basketball court at Vrooman. In addition, since we are going to transfer station, one mandatory garbage pickup and debris pickup. We are going to have to modify our debris pickup. We are going to have to figure out how to remedy that since we are moving to transfer station. I think we need to have a workshop to see how to move forward. Chairman Jones noted that we are going to have to have discussion about mandatory pickup. We asked the state to help fund bear resistance cans. The money was given to FWC. They cannot give the money directly to the county, but they can give to the vendors if they can show proof of purchase of the cans. If we are going to be asking for money, we need to come up with a plan. Mr. Moron noted that FWC will be coming to our next meeting to discuss the bay. I will tag on a discussion for this and then we can schedule a workshop. Commissioner Sanders noted that her thoughts are basically the same as Commissioner Ward.

Commissioner Croom asked Mr. Davis to brief the Board on a recent incident involving multiple pit bulls. Mr. Davis noted that his department was dispatched to pick up thirty pit bulls from one property. The neighbor was worried about the dogs fighting and getting out and hurting someone. We had to go out and pick up all thirty dogs.

Commissioner Amison said we have to talk about the mandatory garbage pickup. We have large debris piles, mattresses, toilets, you name it. I have even had to call Mrs. Bankston, where a fire hydrant was blocked off from debris. We need to get something in place and start taking care of our right of way. We have let the resident decide how the county maintains our right of way. I do not mind hurting someone's feelings. It is a strain on our staff. Mr. Moron noted that if we stop the roadside debris pick up the problem is going to get worse before it gets better. Chairman Jones said you are going to have the understanding that all of our right of ways, we need to come up with something comprehensive. We have issues all of the county. Chairman Jones noted that we spend about \$500k a year to pick up debris.

Commissioner Amison asked where we are on the demo at Wilson Park. Mr. Davis noted that the batting cage is down, and he is working to get the house down. We will be moving to Sylvester Park after that. Commissioner Amison noted that the lighting is down at this point due to construction. There are no sports going on right now and it is the best time to do this.

6. Jennifer Daniels – Emergency Management Director

Chairman Jones told Commissioners to contact Mrs. Daniels directly if they have any questions for her on her report.

Mrs. Daniels written report:

Information Items:

1. EOC Director attended the Florida EM Directors Meeting in Flagler County 12/9/24-12/12/24.
2. EOC Staff and Volunteer hosted a booth and First Aid station at Holiday on the Harbor 12/14/24.
3. EOC staff attended the Alert Florida working group meeting via zoom 12/18/24.
4. Monthly IPAWS test was completed on 12/27/24.
5. EOC will be hosting a Ham Radio Test Review Class on 1/15/25 from 2:00 PM – 4:00 PM.

7. Dewitt Polous – Mosquito Control Director

Mr. Polous had no action items on his report.

Information Items:

Spray season—We have ended our 2024 spray season and have begun our Mosquito Control Drainage ditch maintenance program.

- Mosquito Control Drainage Ditches that have been maintained- Lanark-Carolina St, Lanark from HWY 98 to Bay 250 ft
- Between Infield Dr & Elder St 98 to Bay 350 ft Between Elder St & Apalachee St from HWY 98 to Bay, Lanark, 425 ft
- Between Franklin St & Hinton St from HWY 98 to Bay, Lanark, 400 ft
- The first one south of HWY 98 between Hinton St and Putnal St, Lanark 250 ft
- The second one south of HWY 98 across from Putnal St, Lanark, 350 ft
- Third across 98 south to Bay from Putnal St, 350 ft
- Fourth ditch going east from Putnal St from HWY 98 to Bay, Lanark, 400 ft
- Between Putnal St/Craige and US HWY 98 / Oak St, Lanark 2196 ft
- Between Franklin St / Hinton St & HWY 98/Oak St Lanark 2018 ft
- Between Elder / Apalachee St and US HWY 98 and Oak St 1871 ft
- Oak St North (Between Hinton & Franklin St) Lanark 400 ft
- Carrabelle-
Sunset Circle from Road to River, Carrabelle 436 ft
- Ryan Drive past W 9th Street on the east side of the road, Carrabelle (600 ft)
- Tallahassee Street @ Ave F going East 100 ft (Carrabelle),
- Tallahassee Street @ Ave F going West 500 ft (Carrabelle),
- River Road
- Trap Counts: Eastpoint 0; Apalachicola 0; St. George Island 30; Carrabelle 0; Lanark 0

8. Erik Lovestrand – Extension Office Director

Mr. Lovestrand had no action items on his report.

General Extension Activities:

1. Extension Director participated in the Apalachicola National Estuarine Research Reserve’s quarterly Advisory Committee meeting via Teams.
2. Extension Director participated in annual performance appraisal process with District Director.

Sea Grant and Natural Resources Extension:

3. Extension Director participated in a webinar discussion regarding the new reporting system being implemented by Florida Sea Grant administration.

Family and Consumer Sciences:

4. Family Nutrition Program Assistant continues teaching nutrition curricula in Franklin County schools.

Agriculture/Home Horticulture:

5. Extension Director conducted field visits and assisted clientele via telephone, email and in-person office visits during this period. Topics included, fungicide recommendations, soil analysis report interpretations, honeybee issues, lichens growing on grape vines, and more.

9. Whitney Roundtree – Library Director

Action Item: Appointment of Marion Morris to the Wilderness Coast Libraries Cooperative Board

The Wilderness Coast Libraries Cooperative, established on September 30, 1995, through an interlocal agreement between Franklin, Jefferson, and Wakulla Counties, provides shared library services across the three-county area. Operating under the Uniform Special District Accountability Act (Chapter 189, Florida Statutes), the board requires two representatives from each county, appointed by their respective commissions. It is recommended that the Franklin County Commission appoint Marion Morris as a representative to the Wilderness Coast Libraries Cooperative Board. Ms. Morris is an active member of the Franklin County Friends of the Library board, a long-time library volunteer, and has contributed to numerous special library projects. Her appointment will support the continued success of cooperative library services in the region.

On a motion by Commissioner Sanders, seconded by Commissioner Ward, to appoint Marion Morris as a representative to the Wilderness Coast Libraries Cooperative Board. Commissioner Sanders noted that she was supposed to serve on this board, but if anyone else could serve, it is really hard for her to get to those meetings. Chairman Jones asked Whitney to send the schedule to Mr. Moron and noted that the Board would discuss what Commissioner Sanders brought up at a future meeting. **Motion carried 5-0.**

RFP/RFQ/Bid Opening

10. Sealed Bids: Lanark EMS Headquarters

| COMPANY | LOCATION | BID AMOUNT | BID BOND |
|-----------------------|---|----------------|----------|
| Monolith Construction | 524 East First Street Port St. Joe, FL 32456 | \$1,089,048.82 | YES |

| | | | |
|--------------------------------|---|----------------|-----|
| Oliver Sperry Renovation | 401 Office Plaza Drive Tallahassee, FL 32301 | \$1,078,112.00 | YES |
| Holley Development Corporation | 406 S Waukesha Street Bonifay, FL 32425 | \$1,440,186.67 | YES |

On a motion by Commissioner Sanders, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board authorized staff to turn the bid packages over to Dewberry for their review and recommendation. Motion carried 5-0.

Mrs. Griffith noted that she would recommend completing the EOC build before we do anything else on the site. The state has told us we could build the EOC on grade, but they actually want to see the full building site plans.

County Staff & Attorney Reports

11. Erin Griffith – Fiscal Manager/Grants Coordinator

1. BOARD ACTION: FDOT TRANSPORTATION ALTERNATIVES GRANT APPLICATIONS & RANKING

Attached are two resolutions authorizing the Chairman to sign the grant applications for two Transportation Alternative Projects: a resubmittal of the application for the River Road multi-use path in Carrabelle from the intersection at Highway 98 to the intersection at Mill Road (1.2 miles overall) with the option for the project to be broken into phases for completion and the extension of the multi-use path on North Bayshore Drive in Eastpoint from the intersections at Palm Street to Plum Street (1.2 miles overall) also broken into phases for completion. Staff recommend ranking the River Road Multi-Use Path project first as it was not funded in the last cycle and the North Bayshore Multi-Use Path extension second. The North Bayshore Multi-Use Path extension will also be added to the county’s capital improvement schedule set for update in February. The public is invited to attend a public meeting to provide input for the two proposed projects on Wednesday, January 15th at 4:00 p.m. at the Eastpoint Annex in person or by Zoom, a copy of the meeting notice is attached to this report.

- A. Board action to accept the ranking priority noted above:
 - 1) River Road, 2) North Bayshore
- B. Board action to adopt the attached two resolutions of authorization for the two projects whereas the Board formally expresses their public support for the projects, authorizes the chairman’s signature and authorizes the submittal of the applications for River Road and North Bayshore path projects.

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

WHEREAS, walking helps meet the goals, objectives, and policies of the Franklin County Comprehensive Plan, and

WHEREAS the Center for Disease Control encourages people to walk for fitness, transportation, and fun; and,

WHEREAS there are approximately 39 residences located on North Bayshore Drive between Palm Street and Plum Street and numerous other residences on roads off of North Bayshore Drive or other segments of North Bayshore; and

WHEREAS many of the residents in this area walk and bicycle along North Bayshore Drive for their health and recreation; and

WHEREAS there is not a paved path along the subject section of North Bayshore Drive for people to walk or bicycle on, resulting in them walking or bicycling in the roadway or on the grassed shoulder of the road,

NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS that they support the design and construction of a multi-use path along Bayshore Drive from the intersections of Bayshore Drive and Palm Street and the intersection of Bayshore Drive and Plum Street, and hereby authorize the submittal of the Transportation Alternatives Grant Application requesting funding to design this multi-use path and authorize the Chairman to sign the said application.

This Resolution adopted by the Franklin County Board of County Commissioners this 7th day of January 2025.

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

WHEREAS, walking helps meet the goals, objectives, and policies of the Franklin County Comprehensive Plan, and

WHEREAS the Center for Disease Control encourages people to walk for fitness, transportation, and fun; and,

WHEREAS there are approximately 66 residences located on River Road between Highway 98 and the intersection of Mill Road and numerous other residences on roads off of River Road or located farther down River Road: and

WHEREAS many of the residents in this area walk and bicycle along River Road for their health and recreation; and

WHEREAS there is not a paved path along River Road for people to walk or bicycle on, resulting in them walking or bicycling in the roadway or on the grassed shoulder of the road,

NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS that they support the design and construction of a multi-use path along River Road from the junction of River Road and Mill Road to U. S. Highway 98, and hereby authorize the submittal of the Transportation Alternatives Grant Application requesting funding to design this multi-use path and authorize the Chairman to sign the said application.

This Resolution adopted by the Franklin County Board of County Commissioners this 7th day of January 2025.

On a motion by Commissioner Ward, seconded by Commissioner Croom, and by a unanimous vote of the Board present, the Board approved accepting the ranking priority noted above and adopted the two resolutions of authorization for the two projects whereas the Board formally expresses their public support for the projects, authorizes the chairman's signature and authorizes the submittal of the applications for River Road and North Bayshore path projects. Commissioner Ward noted that we did get funding for Otter Slide sidewalk, I wanted sidewalk all the way down, I am okay with splitting it up. I wanted to do it all at once. It does not make any sense to get the designing and engineering, without asking for the money for construction. Commissioner Sanders noted that they are moving towards this. Chairman Jones noted this is how they are doing most of their projects. **Motion carried 5-0.**

2. BOARD ACTION: LEGISLATIVE LINE-ITEM APPROPRIATION REQUESTS

The county's legislative line-item appropriation requests are due to the State in February. The project concepts below have been submitted for board consideration:

- Bear Proof Containers (2nd Half of Request, 1st half funded in last year's legislative cycle)
- Sylvester Williams Park Basketball and Pickleball Court, Est. \$350,000 – county recently assumed operations of the park from the City of Apalachicola, county is currently replacing fencing and repairing bleachers and outbuildings which had fallen into disrepair in the past twenty years, requesting legislative assistance to construct one basketball court and one pickleball court (the first within the city limits of Apalachicola) and an ADA parking pad at the park location accessed at 9th Street.
- SGI Boat Ramp and Fishing Pier Seawall Repairs, Est. \$451,000 – County recently received an adverse determination letter from FEMA, FEMA will not provide funding assistance to repair the seawall due to age related deterioration, seawall repairs are necessary to provide safe access to the boat ramp and fishing pier area.
- Fire Truck for Volunteer Fire Department, Est. TBD, county has received interest from several different volunteer fire departments – staff recommends department needs ranking to be determined/decided upon at the volunteer firefighters' association meeting this month.

Board action to approve the list of projects above to submit as the county's legislative line-item appropriation requests.

Mr. Moron suggesting the Board allow him to get with the chiefs and see in what order they are wanting to purchase the trucks. Then he will come before the board to let them know which trucks we are going to fund in what order? So maybe we put a plan in place and see if they will agree to it. Chairman Jones said before they come before us, they need to come together and have them agree to an order. Mr. Moron said they can meet and then come before us. Mr. Moron noted that they have not selected their members yet. Chairman Jones noted that the current president is George Pruitt, so we need to get with him.

On a motion by Commissioner Amison, seconded by Commissioner Croom, to approve the list of projects above to submit as the county's legislative line-item appropriation requests. Commissioner Amison inquired about the bear proof cans; this is money that will be routed through FWC. Chairman Jones noted they will most likely route it the same. Mr. Moron said he believed we could speak with FWC representative, and he would agree to us requesting it be rerouted. He does not like it being that way either. **Motion carried 5-0.**

Commissioner Ward asked to pull item 5, Commissioner Croom agreed.

Commissioner Sanders asked if we filed anything under Hurricane Helene on Alligator Point at the curve. Mrs. Griffith noted that we are waiting on the repair estimate for the damaged section to be able to submit to FEMA.

The Board addressed items 3, 4, 7 and 8 with one motion and vote.

3. BOARD ACTION: DISTRICT 2 STRIPING PROJECT INSPECTION TASK ORDER

The striping projects are set to begin soon, and District 2 is now under contact to restripe approximately 4.64-miles of Alligator Drive from the intersection of Gulfshore Blvd to the end of Alligator Drive. The project will exclude the portion of Alligator Drive that was recently rebuilt between Tom Roberts Rd and George Vausell Rd. Once additional inspection work is complete, there will be a change order presented at the next meeting for the striping contractor to thoroughly clean the edges of the road from sand/storm/grass debris (to ensure the paint will bond properly) and to remove any sections of striping for roadway sections damaged during the last hurricane season. Board action to approve and authorize the chairman to sign the \$4,625 task order with Dewberry Engineers for engineering inspection services for the district 2 Striping Project.

4. BOARD ACTION: DISTRICT 3 STRIPING CEI TASK ORDER STRIPING CEI PROPOSALS FOR DISTRICT

District 3 is also now under contact to restripe approximately 38 roadway sections located within the City of Apalachicola. The attached inspection change order will allow engineers to go back and inspect the roadway sections to confirm that all 38 roadway sections were painted according to the bid specifications. Board action to approve and authorize the Chairman to sign the attached hourly to not exceed \$16,000 task order for engineering inspection services for District 3's Striping Project.

7. BOARD ACTION: SHERIFF'S FIREARM GRANT

The Sheriff's Department has been awarded a small Byrne grant through the Florida Department of Law Enforcement to purchase night sights for the firearms of new deputies. Board action to grant retroactive approval for the chairman to sign the attached \$2,508 Sheriff's Firearm Grant agreement.

8. BOARD ACTION: COUNTY COASTAL ENGINEERS PROPOSAL FOR BEACH ACCESS EASEMENT DELINEATION

The public access area between 300 Ocean Mile and Sunset Beach is uneven near the dunes and pedestrians leave the easement footprint and unknowingly enter the condominium property while trying to access the beach. The county's coastal engineers, MRD & Associates will assist the county with acquiring a Department of Environmental Protection (DEP) Coastal Construction Control Line (CCCL) Field Permit authorization to re-grade and stabilize the existing beach access to clearly delineate the public access. The pathway will be stabilized by continuing the existing retaining wall to the fence line thus eliminating accidental intrusion onto the association's grounds. Board action to approve and authorize the chairman to sign the attached \$9,140 permitting proposal from MRD and Associates to be paid by the professional services line item.

On a motion by Commissioner Amison, seconded by Commissioner Croom, and by a unanimous vote of the Board present, the Board approved items 3, 4, 7, and 8 from Mrs. Griffith's report. Motion carried 5-0.

The Board moved to item 5.

5. BOARD ACTION: CHANGE ORDER COURTHOUSE PROJECT

As work is now complete on the structural sealant project for Franklin County Courthouse, staff submitted the attached change order pricing request to the contractor Monolith Construction for quotes to repair the damage caused by the old leaks in addition to other maintenance concerns which would make sense to get completed while a large construction contracting firm was onsite. After reviewing the repair proposal, staff recommends approval of the change order scope below:

Change Order Project Scope to Include:

Item 3) Replace 14 fogged/damaged windows in the Judge's Chambers with impact resistant glass, re-seal exteriors to match the rest of the building (\$7,000 ea. window). Includes the removal and installation of the new glass and the lift to make the repairs. \$98,000

Item 4) Repair, seal and paint the (2) storage areas underneath the stairs on the 1st floor. This includes mold treatment, repairing the cracks in the concrete, sealing and painting. Franklin County Staff will be responsible for removing all furniture/paperwork/items in those areas. \$14,400

Item 5) Repair, rework or restructure the concrete pads/ramp/stairs at the back door entrance. We agree with your

recommendation to replace the entire ramp, and approach to the back door as dirt has washed out from under the concrete pad and has undermined the entrance area. Price includes the removal of the existing handrails and replacing them when the new concrete is poured. Price also includes concrete in the small area next to the asphalt where there are areas of gravel. \$27,000

Item 6) Repair concrete pad sidewalk on northwest side of courthouse \$1,500

Item 7) Repair damaged ceiling tile framing in suite 305 on the 3rd floor approx. \$6,885

Item 10) Repair and paint the tax collector's office suite. This includes the removal of the remaining wall built in units, installation of new drywall, spackle, and paint. This also includes all the necessary trim work to complete the tax collector's office. \$14,000

Item 11) Replace all flooring in the tax collector's office suite with LVP. This includes all labor and materials. \$13,900

Item 12) Public Defender Building - reconstruct/repair the concrete ramp at the entrance of the public defender building. \$6,700

Item 14) Repair the concrete ramp at the rear of the courthouse annex. This price includes the installation of an epoxy joint filler for \$6,600

Item 17) Old fuel storage tank shelter - repair rotted roof enclosure, enclose walls for courthouse maintenance tool storage/office and replace the entire roof with new architectural shingles. \$16,000

Total change order recommended to the Board: \$204,985.

Board action to approve and authorize the chairman to the \$204,985 change order for the items summarized above to be paid by the capital outlay fund.

Commissioner Ward noted that she wanted to make sure that it is sealed, and it is good before we pay another \$200k. That was her only concern, I know that definitely needs to be done. It is good to know that Monolith did a good job. My thought was to put the constitutional officers in the Badcock building but we cannot do that with TDC funds. It is nice to have the constitutional offices are presentable. Mrs. Griffith the \$204K the county had actually set aside the possible replacement of the roof of the courthouse. The experts/inspections determined that the roof is in good shape. The leaks were actually coming from the cracks in the mortar. Chairman Jones asked if this is coming from ARPA or capital outlay. Mrs. Griffith noted that it would be paid from capital outlay funds. Clerk Maxwell noted that the move discussed for the constitutional offices would only be for the other constitutional officers and not the clerk's office.

On a motion by Commissioner Ward, seconded by Commissioner Croom, and by a unanimous vote of the Board present, the Board approved and authorized the chairman to sign the \$204,895 change order for the items summarized above to be paid by the capital outlay fund. Motion carried 5-0.

9. BOARD INFORMATION: MISCELLANEOUS PROJECT UPDATES:

Capital Improvement Plan Update – public hearing scheduled: February 18th, 10:00 a.m.

ADA Access Ramp Repairs at SGI Fishing Pier – Repairs complete

District 4 Bluff Road Pavement Patch – Repair almost complete, awaiting final milling

District 3 C30 Gulf Avenue Pavement Patches – Repairs complete

CR67 Phase IV Permit – Pending

County Wide Dune Restoration – Pre-bid meeting scheduled for today at 2:00 p.m.

FDOT Road Paving Grant Applications - due in March

12. Michael Morón – County Coordinator

1. Action Item: Community Action Agency Chapman Building Lease (88,787.57)

The Board approved a lease, with Community Action Agency, for the use of a section of the Chapman Building for the Head Start program. The approved lease included a \$1,100 monthly two-year term with a 10% increase or a new negotiated price and term. Since the signing of that lease, Community Action spent up to \$88,787.57 on improvements to the building that included a new fire and sprinkler system, and external/internal sealing to remedy a rodent intrusion problem. Some of this cost was unplanned and unexpected. Based on discussions with Community Action representatives, I am asking the Board to consider amending the lease to extend the terms to five years with no set increase. New terms and monthly price will be negotiated for a new contract at the end of this contract. This will help Community Action recoup some of this unplanned and unexpected cost.

Board action to amend the lease with Community Action Agency for the use of the Chapman Building for their Head Start building, by extending the term to five years without a set increase.

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved amending the lease with Community Action Agency for the use of the Chapman Building for their Head Start building, by extending the term to five years without a set increase. Motion carried 5-0.

2. Informational Item:

Inform the Board that Commissioner Sanders has been appointed to the Southern Region Recreational Advisory Committee (RRAC) by the Secretary of Agriculture. Letters from Secretary Thomas J Vilsack and Mr. Kendrick Arney, Regional Director, are attached.

3. Informational Item: Task Tracker Update

Commissioner Ward, at your last meeting, asked for a way to track tasks or requests that were assigned during meetings. I am working with the vendor that created Mrs. Erin Griffith's public project portal to create a "task tracker". As soon as a draft version of the application with some information uploaded, it will be presented to the Board for review.

4. Informational Item: Badcock Building

Inform the Board that the Badcock Building has been listed by the owner for sale.

Chairman Jones noted that the owner of the Badcock building listed their building at the end of the year. We did not have any funds other than the TDC funds, and it would not be able to serve the needs of the constitutional offices using this funding.

5. Informational Item: Next Meeting Date

Your next regular meeting date will be on Tuesday, January 21, 2025, at 9:00 a.m. (ET).

Chairman Jones noted that we do not have the answer from the Gulf Consortium, they do have at large appointments on the executive committee. Mr. Moron noted that if the deadline is before your next meeting, we can ratify it. I can go ahead and put the chairman's name in.

Commissioner Ward noted that we talked about moving our meetings to Wednesday, I believe that in March my schedule will accommodate moving to Wednesdays. Mr. Moron said he will put this on the next meeting agenda.

Commissioner Sanders announced that she has been appointed as the local government representative on the Southern Region Recreational Advisory Committee (RRAC). She noted that the board has thirteen members, representing fourteen national forests and two management areas that encompass 13.3 million acres. Commissioner Sanders noted that she was the member representing the Florida National Forests. She previously served on the board for four years and plans to serve for three years this term. She noted that when on the board previously she was able to get some assistance with some maintenance of Wrights Lake.

Commissioner Ward noted that they are not planning on opening back up Fort Gadsen, maybe you can talk to them about opening that back up. Commissioner Amison asked about Bloody Bluff, did not we give direction for this to be maintained. Commissioner Ward said she thought that we talked about it and that it would be best if we contacted them? I believed that we decided that it would be best if we maintained it. I think it would be good if we could find the contract? Mr. Moron noted that he believes that was something in place when Van Johnson was in the position. Commissioner Amison noted that he had received a call about how great of a job was done by the state and he noted that he believed that was done by the county.

13. Michael Shuler – County Attorney

Action Items:

1. St. James Lanark Village Fire District Matters.

Public Hearing on Burn Ban Rescission will occur at 11 :00 a.m. A draft of the ordinance and a copy of the Notice of Intent to Consider a County Ordinance are attached for your convenient review. Contract negotiations have progressed in good faith during the holidays. It is expected that a final agreement will be presented to the Board for consideration on January 21, 2025. Board Action Requested: Approval of the ordinance lifting the burn ban in the St. James Lanark Fire District.

2. Barnacle Parking Enforcement License Agreement

A redline version showing that Barnacle Parking Enforcement has made two changes to their proposed agreement is attached: to wit:

Paragraph 5 .1 has been changed from an automatically renewing contract to a one-year contract so that both parties can evaluate the usefulness of the product for the needs of Franklin County.

Paragraphs 9.4 has been changed to remove the exclusion of claims for customer's fraud, gross negligence, or willful misconduct from the \$50,000.00 cap on liability.

The Board previously rejected the contract on my recommendation because Barnacle Parking Enforcement previously required an unlimited liability for claims regarding customer (Franklin County') fraud, gross negligence, or willful

misconduct from the \$50,000.00 liability cap. They have changed their position and will now agree to cap such claims also. Board Action Requested: Discussion and possible approval.

Commissioner Amison noted that we need to make sure that we have signage. I do not mind doing a one-year trial, we are about to be at spring break. **On a motion by Commissioner Amison, seconded by Commissioner Croom, and by a unanimous vote of the Board present, the Board approved the contract with Barnacle as outlined above.** Commissioner Ward thanked Attorney Shuler for consistently trying to get this contract finalized. Chairman Jones asked do we have anything in place right now, I do not want the county to have to buy 200 signs. Do we need to pass an ordinance that delineates where you cannot park throughout the county? I think it would be better to do this in an ordinance. Commissioner Ward noted that people coming to our area may not be aware of what our ordinance is. I feel like we do need signage in some areas. I think we do need an ordinance in place so that our sheriff's department has something. Commissioner Sanders said my problem is Lanark Village, is this going to institute them using the barnacles to address the issue. Attorney Shuler said he will pull up the relevant parking ordinances and give you a review at the next meeting. We need to make sure that we have an ordinance on the books that helps with the enforcement and does not trip up anything. **Motion carried 5-0.**

Information Items:

3. Herbicide Ordinance.

At the last meeting, the Board inquired concerning an herbicide ordinance. I requested that the Clerk review of the public records. It appears that while there was discussion between 2003 and 2013 regarding herbicides, no ordinance was adopted or set for hearing. Instead, the board appointed Bill Mahan, the IF AS representative at the time, to meet and discuss the matter.

4. Publication of Advertisements and Public Notices.

At the last meeting, the Board inquired about the process of alternate publishing ads and public notices on-line instead of in the newspaper. Attached is a copy of s.50.0311, Fla. Stat., outlining that process. The essential requirements are that the on-line publication must cost less and at least 75% of the local governmental agency's population must be located within a county with a population of fewer than 160,000.

Chairman Jones asked Attorney Shuler to add item 4 to the next meeting as an action item.

5. Daniel McClenahan and Diane Zavotsky

At your last meeting, the Board directed that I respond to a letter from Daniel McClenahan and Diane Zavotsky. Attached is a copy of their letter and my response, dated December 18, 2024.

6. MSBU Ballot Rules and Sample Ballot from 2013

Since the Board is considering authorizing a ballot for the purpose of property owners possibly approving an increase in the fire protections and emergency services MSBU, I am enclosing a copy of the ballot rules approved for the last increase in 2013, together with a sample ballot.

7. Kay and Donald Faircloth Deed

I now have the original deed from them conveying the north half of Cape Street, Carrabelle, Florida, to the County. I will record it and deliver the original to the Clerk.

Other Reports

14. Steve Kirschenbaum – Interim Airport Manager

Informational Items:

❖ ICAS Airshow convention Las Vegas

(Please watch the video link it shows the positive impact of an Air Show to the community)

★ 3.5 min video presentation

❖ Support Services

These are the vendors and support services that I met with and need to retain for a world class airshow next year as follows....

★ Announcer

★ Sound System

★ Air Boss

★ Souvenirs

★ Aerobatic Team

- ★ Warbirds
- ★ Jet Car
- ★ Interactive displays
- ★ Jump Team
- ★ Single ship Aerobatics
- ★ Comedy Act
- ★ Static Displays
- ★ Single ship Demos Military

“This could be an annual fundraiser for operating capital at the airport” Working on a plan I will update you as it progresses.

- ❖ Pre-Bid Conference for roof repairs and generator:
 - ★ Roof repairs FBO bldg. Bids will be in by Jan 17th (project is funded in full by FDOT)
 - ★ Generator for Maintenance hangar. Bid will be in by Jan 17th. (Project funded in full by FDOT)

Companies expressing interest in our airport

- ❖ Drone manufacturer
- ★ Have a meeting early January to discuss airspace with the military and the manufacturer.

- ❖ Haney University (Per AOED Chairman George Wilkerson)
At the last visit to the County Commission, David Deaton, Director of the Aviation program at Haney Technical College made a verbal commitment to the County of their interest to set up a satellite campus at AAF. George is currently working on...
 - ★ Working on a letter of commitment and a press release.
 - ★ Scheduling a walk thru to see what modifications if any need to be done to the facility for university A&P operations and classrooms.
 - ★ Compiling a list of equipment, overhead and subsidies necessary for university operations to prepare for the Triumph grant.

- ❖ Tango Flights (Per AOED Chairman George Wilkerson)
 - ★ Franklin County Schools have signed off on the Tango Flights program.
 - ★ The Tango Flights Program will help supply students upon graduation to Haney University at AAF. (Franklin County will be the first county in the State of Florida with the Tango Flights Program.)

Utilities and Infrastructure:

- ❖ Maps
 - ★ All utility maps stop at the entrance to the airport facility.
 - ★ I am working with Ted to highlight areas on a full-size map of the airport of infrastructure that only he may know. Going to forward that document to Avcon. With County approval in the future, Avcon will use that map with Ground Penetrating Radar. Eventually they will put together a site map of all underground utilities for future construction projects on site.

FAA:

- ❖ Spoke to Southern Region Airports in Georgia about our nighttime instrument approaches. They put me in touch with our new Airport Program Manager who in turn put me in touch with the right contact in the Flight Procedures Office. Hopefully, the issue will be resolved in the near future. The issue is costing the County and the FBO substantial revenue and making it inconvenient for user
- ❖ Attached is a long list of tasks that need to be addressed at the airport. It is a multiyear project that we can nibble away at over time as finances and grants permit.

Presentations/Updates/Requests

15. James Raley -- Baker Tilly – Update

Mr. Raley spoke to the Board via Zoom. He noted that they are currently working through analysis. He plans to be on

site next Thursday and Friday to meet with hospital management to go over their final questions. At that point, they will start to wrap up final stage. He hopes to have a written report in about 4-6 weeks. Chairman Joens said sounds like the second meeting in March or first of April.

Mr. Moron said you may want to see about adding EMS. Chairman Jones noted that the Board had discussed looking at some numbers with EMS separated from Weems to add it under the county. Any future step we take, were still going to have steps we need to take, and we will want to make sure those are steady financially. Is that something you could look at? Mr. Raley noted they are splitting out EMS, it is something that is part of the core project. If we want to look at putting it under the county, he noted he would need to work with someone at the county's benefits office, to look at moving them on to their benefits. He believed that would be the only thing that would change. Chairman Jones said it would be beneficial to see what options are so that we could see what would be financially feasible.

16. David Walker -- Weems CEO -- CT Machine Purchase Request

Attached please find the CT equipment, renovation, and service agreement quotes. We received funding from the Florida Department of Health's Rural Hospital Capital Improvement Grant program to cover the cost of the CT Equipment (\$399,567) minus the optional equipment items (CT Contrast Injector and Battery Pack) and Renovation (\$366,224). The optional equipment items will cost \$45,629. The Hospital Board is requesting that the optional equipment items be paid for from the capital outlay funds. The service agreement cost (\$72,899) will be paid annually from the Weems Operational budget.

Mr. Walker introduced the hospital board's Chairman Duffie Harrison and Vice Chairman William Zester. **On a motion by Commissioner Ward, seconded by Commissioner Croom and Commissioner Sanders, the Board approved the CT Machine Purchase request as outlined above. Motion carried 5-0.**

Commissioner Amison noted that the Board had agreed to move towards a consent agenda. However, he does not think that the other boards should do so. He likes to receive the input and discussion from the boards. Mr. Duffey explained that he was under the impression the Board wanted them to move towards a consent agenda and he was okay with that. Commissioner Amison noted that he would rather they not change to a consent agenda. We have to get that information. Mr. Duffey said he thought that since the Board is moving towards this, we thought you all wanted that. Mr. Duffey said one thing he is concerned about is we have seen growth in our staff since they have been giving presentations to the board. The hospital board will continue with their normal agenda format.

17. 11:00 a.m. (ET) Proposed Ordinance to Rescind Ordinance 2022-11

Attorney Shuler read the proposed ordinance into the record.

AN ORDINANCE RESCINDING ORDINANCE 2022-11 ESTABLISHING BURN BAN FOR THE ST. JAMES - LANARK VILLAGE FIRE DISTRICT AND ESTABLISHING AN EFFECTIVE DATE

BE IT NOW ORDAINED THAT Franklin County Ordinance 2022-11, known as the Franklin County ordinance establishing a burn ban for the St. James- Lanark Village Fire District in Franklin County, Florida, is hereby rescinded upon the adoption and filing of this ordinance with the State of Florida, and it shall not be enforced thereafter. This ordinance shall take effect as provided by law.

Commissioner Sanders noted that she attended the Lanark Association meeting last night and they were pretty much in favor of this. Chairman Jones called for public comments at this time.

Mr. John Berry spoke via Zoom. He asked what type of precautionary measures do we have for wind? Chairman Jones noted that it would be consistent with any other areas. It would not keep the Board from enacting a burn ban from time to time. Mr. Berry asked were we still limited on warming fires. Mr. Berry noted that there has been issues with fires at Alligator Point. Chairman Jones explained this ordinance specifically covers St. James-Lanark Village fire district. Commissioner Sanders said she would like to call forward the chief of the fire department for Lanark. Commissioner Sanders asked if they are ready to answer the calls? He said that he has a roster, and the fire department is ready. He noted that people need to be responsible.

On a motion by Commissioner Sanders, seconded by Commissioner Amison, to adopt the proposed ordinance as stated above. Commissioner Amison said this burn ban was put in place because this particular area did not have fire protection in place should something get out of control. To clarify, this lifts the burn ban put in place because we did not have emergency services in that area. If the county or emergency management puts something in place, you will have to abide by that. Chief said yes. Commissioner Croom asked did we have firemen. Chief Ross stated we have six certified firemen and a dozen volunteers. Commissioner Croom asked how communication was. Chief Ross said it is still not good, we are taking advantage of EOS. She has us on Everbridge. It has been working. **Motion carried 5-0.** Commissioner Sanders said these people came

out and volunteered in Lanark. If people did not do that, we would not be where we are today.

Attorney Shuler noted that he has received and recorded the deed for the Faircloth's. He said he would like to thank them publicly for this. He will provide the original to the Clerk's office to add to the Board's record.

Commissioners' Comments

Commissioner Croom asked if we could find out what is going on with radio communications. Dispatch from sheriff's department? Not sure why I have not been getting pages? Everbridge is good but it is a good secondary. Commissioner Amison – is it true that everyone has a separate communication platform. Mr. Moron noted yes and that is why we are moving towards this one platform, that were proposing being funded through Triumph. Commissioner Croom noted that before everyone was pretty much on the same paging system except St. George Island. Now it is not, so I do not know what is going on with it. Commissioner Amison said with this communication system we are moving towards; it will bring sheriff's department and fire departments under the same system? Commissioner Croom asked if a party can exempt themselves from this system? Chairman Jones noted that no. Mrs. Griffith noted that having another backup would be viable, but the primary should be the countywide system.

Commissioner Croom announced the MLK celebration has moved to Sunday, January 19th at 3 pm at the armory. Commissioner Ward spoke regarding the possible drilling in the Apalachicola River, I know we sent a letter. I do not know what else we can do. We sent a letter to DEP and all of our legislatures. Just so the public is aware we are not in favor of the drilling.

Commissioner Sanders just hope everything went good through the holidays for everyone. She noted that she sees a bright future for Franklin County. She said that she looks forward to what FWC is going to say for the oystering. They said 2025.

Commissioner Ward noted that she had someone contact her again about the rocks in the bay causing a navigational hazard. They have to fix it. I told them to contact them directly. I did email them about it.

Commissioner Amison said we have met with FWC. The partnership now has our committees established. The outreach committee have met with FWC. When we first separated from ABSI, we were under the impression that they wanted a recommendation from us. Opening the bay is going to ultimately be a decision made by FWC. Had a meeting this past month. My biggest concern is what information or data they are going to use. We need to be using current numbers. Real time numbers, so that they are basing bag limits, production on current numbers. Noted that he has been vocal about limited entry. If we do not get this door open, it may never open. Limited entry is going to depend upon what is out there and what amount they are going to allow to be harvested? Then when will we be opening? Would it be better to open in the fall? Typically, January and February are when it is harder to sell. Commissioner Sanders said she would like to see some input to FWC from another agency that has experience in that. Commissioner Amison noted that it is on FWC to make the decision, but they are trying to get feedback. Commissioner Ward concerned about not being able to tong the material. Commissioner Amison noted the material being used is a manageable workable material. The material will be left on the bars, and it is not going to end up in someone's driveway. Commissioner Amison noted that what we are in right now is not a restoration, this is a bigger pilot study. If we had a total bay restoration, we are looking at a ton of money. This is not our bay's restoration. Cat Point is the best place to get feedback. The feedback they get there is going to determine how it is opened. Chairman Jones noted that he sat on the FWC meeting when they closed the bay. Part of that was they were going to open it back up in January 2026. Its going to be limited entry, do not know of two or three people countywide that can build the oyster boats or tongs.

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.