

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
FRANKLIN COUNTY COURTHOUSE ANNEX
MAY 19, 2015
9:00 AM**

MINUTES

Commissioners Present: Joseph Parrish – Vice Chairman, Pinki Jackel, Noah Lockley, Cheryl Sanders

Others Present: Alan Pierce – Director of Administrative Services, Michael Shuler – County Attorney, Michael Morón – County Coordinator, Lauren Luberto – Deputy Clerk to the Board

Call to Order: 9:00 A.M.

Vice Chairman Joseph Parrish called the meeting to order.

Prayer and Pledge

There was a prayer followed by the Pledge of Allegiance.

Approval of the Minutes

There were no minutes submitted for approval.

Payment of County Bills

Motion by Commissioner Lockley, seconded by Commissioner Sanders to approve payment of the County's bills as presented. Motion carried; 5-0.

Department Supervisor Report

Howard Nabors – Superintendent of Public Works

Mr. Nabors had one action item. He informed the Board that Matthew Roberts, the small engine repair mechanic, has turned in his three week's notice of resignation.

Commissioner Sanders motioned to accept resignation and allow Mr. Nabors to post an in-house job opening to fill the position. Commissioner Lockley seconded; motion carried 5-0.

Commissioner Sanders asked Mr. Nabors about a situation that occurred over the weekend on Ryan Drive in Carrabelle. There is a hole that has undermined the road. Commissioner Sanders asked that the Road Department contact the City of Carrabelle and offer any assistance needed to repair the hole.

Commissioner Jackel asked Mr. Nabors if he received the “no cuts” in Las Brisas. Mr. Nabors stated that he did receive them and the areas should be marked. He anticipated completion being next week.

Fonda Davis – Solid Waste Director

Mr. Davis had no items for board action.

Pam Brownell- Emergency Management Director

Action Items:

1. *Requesting Board Approval and Signing of last Emergency Contractual Services agreement for CDR Maguire.*

Motion by Commissioner Sanders, seconded by Commissioner Lockley to approve signing of agreement. Motion carried; 5-0.

2. *Requesting Board Approval to put out RFQ for Debris Management.*

Motion by Commissioner Lockley, seconded by Commissioner Sanders for approval to put out RFQ for Debris Management. Motion carried; 5-0.

Information Items:

1. *Pam Brownell and Tress Dameron attended the Governors Hurricane Conference in Orlando for Training from May 10-15.*
2. *Jennifer Daniels attended the Special Needs Discussion with the Leon County Special Needs Shelter program supervisor on May 8th.*
3. *Pam Brownell and Tress Dameron attended the LEPC meeting on May 5th.*

Mr. Pierce commented that there were two major construction projects being funded through Emergency Management. One was the roof on the EOC building. That project is completed. The other project is the roof at the jail and it is anticipated to be complete by the end of the month. Mrs. Brownell stated that she has already received reimbursement from the Federal government for EOC.

Erik Lovstrand- Extension Agent

Mr. Lovstrand had no action items for Board approval.

He informed the Board that Blue Chalk Media film crew was in town Sunday and Monday. They were here collecting footage for a short documentary related to the community and the status of the oyster fishery and also general issues related to the seafood industry. Mr. Lovstrand gave them some ecological information for use in their film.

Anne Birchwell – County Librarian

- *June 5th the Franklin County Public Library in Eastpoint will hold its very first “Appy Hour” using the iPads that were purchased through our awarded grant from Public Library Access Network! Children and their parents/caregivers will learn and play in this interactive activity, which we will schedule monthly.*
- *During the week of June 15th, both branches of FCPL will be starting our huge Summer Reading Program! This is a fantastic program for children, tweens, teens and adults. The theme this year is “Every Hero has a Story” and “Unmasked.”*
- *Subway graciously donated gift cards when the libraries build “The Library’s Largest Hero Sandwich,” which is one of the many fun activities. The youth will be learning about community heroes including fire fighters, emergency workers, first-aid workers and more. I encourage people to come into the library to join in this great program.*
- *On June 25th, we will also be holding a “Lunch and Learn” Ipad program for adults from 12:00 – 1:00pm, facilitated by Carly Peary. Participants will learn how to navigate the Ipads available at the Eastpoint Library, or they can bring their own. We are excited that we are able to introduce this technology at the library.*

- ***I have two action items***
- *Please review the first chart that I have included in my report. I have worked for Franklin County Public Library for eight years, and have concluded that there is a misperception about the organization of the library. As you can see, the Friends of FCPL is a fund-raising arm and a 501 c-3 organization. It is also the fiscal agent for Eileen Annie Ball, who is the coordinator for the grant-funded afterschool programs. She has a staff of three people who are in charge of the programs that use library facilities at no-charge. I have no authority over their organization or staff. I am a non-voting participant in the Friends organization. According to the State Library, it is highly unusual for any Friends organization to own the library building and for the County to pay a lease amount to them.*
- *The Library Advisory Board is a BOCC appointed group who work with me as the director, on policies, procedures, and guidance if needed.*

- *However, that being said, please note that I have a staff of four.*
- *Please review the second sheet which highlights Florida Library Standards. According to these standards, I should have a staff of 6 people, equating to three per branch.*

- *Currently, my staff of four (Each working 40 hours) and myself rotate and work 49 hours at both branches of FCPL. I would like to expand library hours to include 2 more hours so that we could have evening hours at each branch. I believe that the teens in Franklin County would benefit greatly by having programs that they might be able to attend in the evenings. I would like to start a (STEM) Science/Technology/Engineering/Math activity designed for teens where they would be able to do hands-on activities at the library. I am committed to giving this group a place to go, and have fun and learn at the same time. However, I could not run a program and run the Circulation desk or assist*

patrons. I will be receiving my Master's in Library and Information Science at the end of August and would like to begin the STEM programs in the winter months.

- *I am requesting that the Commissioners consider allowing me to hire a permanent part-time person (to work 20 hours) who would work at both branches, and also assist me in the evening hours at both libraries.*

The cost of a permanent \$10.00/hour part-time employee who would work 20 hours each week would be as follows:

Total Annual Wage Expense: \$10,400.00

FICA (SS & MC 7.65%): \$795.60

Retirement (7.37%): \$766.48

Total Cost: \$11,962.08

- *I am also requesting that the Commissioners consider allowing me to have an additional 2 hours added to FCPL hours per branch, one night a week per branch.*

Commissioner Sanders asked if Ms. Birchwell had money in the budget to fund this position. Ms. Birchwell stated she did not. Sanders advised to hold off on hiring until funds are available. Commissioner Parrish asked about Ms. Birchwell's statement that it's highly unusual for a "Friends" organization to own a library building and for the county to pay a lease. Mrs. Birchwell clarified her statement. The Board discussed funding options but concluded that hiring of a part-time employee was not feasible at this time therefore the board took no action.

Richard Stewart – President of Florida Probation Services

Mr. Stewart asked to speak to the board at the last minute. He was not on the Agenda. The Board granted him permission to speak at this time.

Mr. Stewart presented to the Board the findings of the audit conducted by Howell CPA Group. Commissioner Jackel asked if this audit was sufficient and met the contractual requirements for an independent external audit. Attorney Shuler stated he was just handed the audit a few moments ago and would need time to review. They will discuss further at next meeting.

Curt Blair – TDC – Update

Mr. Blair updated Board on the Collection's report, up to date through February 2015. He also informed the Board on other TDC happenings at the moment.

Mr. Blair had one action item. He presented the Board with an addendum to the current 2kweb Group contract to expand services to include a social media component.

Commissioner Jackel motioned to approve addendum as submitted. Lockley seconded. Motion carried; 5-0.

Mr. Blair also reported on successful hospitality training session. Twenty two people attended. He hopes to hold another training session in the fall. He concluded that TDC is starting a new advertising program connecting local monthly activities with the Cultural and Arts Group in Tallahassee. This is a prime market for the Apalachicola area due to the nature of the cultural and arts activities that occur in our community.

Mr. Parrish commented regarding hospitality workshop and that he has heard positive feedback from the public who were looking to send employees to the fall training session.

Alan Pierce asked the Board for clarification regarding a motion that was passed a few months ago for Fonda Davis, Solid Waste Department regarding the district baseball tournament to be held in June and July. (Mr. Davis was no longer in attendance at today's meeting). The motion that was previously approved was unclear in regards to who was paying for the umpire's housing expense (up to \$1000.00).

Commissioner Jackel motioned funds come from Solid Waste's budget. Commissioner Sanders seconded. Motion carries; 5-0.

Planning and Zoning – Report

Michael Moron presented report. There were 2 action items:

CRITICAL SHORELINE APPLICATION:

- 1- **RECOMMENDED APPROVAL:** (UNANIMOUS) Consideration of a request to construct a Single Family Private Dock located at 81 Fiesta Drive, Lot 77, Holiday Beach, Unit 1, Alligator Point, Franklin County, Florida. The dock will be 95' x 4' dock with a 20' x 6' terminal platform with a 10' x 20' boat lift. This dock complies with the Franklin County Dock Ordinance, all state or federal permits have been obtained. Request submitted by Tracey Stroud, applicant. (No House On-Site)

Mrs. Tracey Stroud was present at meeting.

Commissioner Sanders motioned for approval of the private dock. Seconded by Commissioner Lockley. Motion carried; 5-0

ZONING ADMINISTRATOR'S REPORT

- 2- **RECOMMENDED APPROVAL:** (Unanimous/Member Murphy not voting) Consideration of a request to allow fire stations to be listed under the principal uses in the A-2 Forestry Agriculture Zoning District.

Motion by Commissioner Sanders for public hearing regarding fire station zoning district. Seconded by Commissioner Lockley. Motion carried; 5-0

Recess 9:38 A.M.

Commissioner Parrish called for a recess.

Reconvene 9:47 A.M.

Commissioner Parrish reconvened the meeting.

Debbie Belcher – CDBG Public Hearing

Franklin County will use its \$700,000 Housing CDBG grant to rehabilitate or replace substandard owner-occupied single family residences. This will meet the national objective of benefitting low to moderate income people, because households in that income range will receive improved or new housing which they cannot afford to pay for on their own. A total of \$50,000 in SHIP funds will also be contributed to the project, to supplement the rehabilitation/replacement construction costs.

A minimum of 10 households will be assisted with the grant. All of the households will be within the moderate income range (80% adjusted median income), 4 of whom will be in the low income range (50% AMI), including 2 in the very low income range (30% AMI).

The CDBG service area is the unincorporated portion of the County. Selection of the homeowners to assist will be done after the grant is funded. The work will remove health and safety violations, improve energy efficiency, and improve the overall condition of the housing, such as repairing or replacing roofs, siding, plumbing, cabinets and/or flooring, and upgrading electrical service, etc. Some severely deteriorated and/or inadequate dwellings may be demolished and replaced with newly constructed houses or manufactured homes. Construction may start within 5 months of grant award, which will allow time for environmental clearance.

If any assisted houses are located in a 100 year floodplain, the construction will be in compliance with the County's adopted standards as required by the National Flood Insurance Program, and the homeowners will be required to carry flood insurance for the life of the County's deferred payment loan.

If any houses selected for assistance are 50+ years old, or if digging is required, the historic review process will be conducted prior to bidding the construction.

Cost of the rehabilitation and replacement are not known at this time. The County's CDBG Housing Assistance Plan has a maximum limit of \$114,000 per house, which would apply to replacement housing.

The grant also includes a provision for temporary relocation assistance. This assistance will be a "last resort", and only provided if absolutely necessary, because it will detract from the rehabilitation/replacement funding. The initial grant budget contains \$500, which will assist one household if required. Any household receiving temporary relocation assistance will be LMI, and scoring will not be affected by LI or VLI status.

The grant budget is as follows: \$594,500 CDBG Housing rehabilitation/replacement

\$ 500 CDBG Temporary relocation

\$105,000 CDBG Administration

\$ 50,000 SHIP funding for housing rehabilitation/replacement

Ms. Belcher presented an informational summary regarding an application for an economic opportunity community development block grant. Mr. Parrish questioned rental assistance and also administrative services referenced in summary. Ms. Belcher clarified. Sanders and Lockley questioned mobile homes, loan terms and income requirements. Ms. Belcher clarified grant terms. Board discussed applicant requirements and other terms of grant. Commissioner Jackel asked about construction bidding process and stated that she has seen contractors from outside Franklin County being contracted and she wishes to see local contractors hired for job. Belcher gave contractor solicitation options.

Public comment from Mr. Allan Feifer of the Concerned Citizens group regarding mobile home replacement/rehabilitation costs.

Motion by Commissioner Sanders to approve submittal of CDBG grant application. Seconded by Commissioner Lockley. Motion carried; 5-0

Marcia Johnson – Clerk of Courts

Mrs. Johnson had no items for Board discussion or approval.

Alan Pierce – Director of Administrative Service

Michael Moron presented report.

1- Inform the Board that I participated in a teleconference regarding the Continuum of Care Big Bend Homeless Coalition. The Coalition is just now developing a Policy and Procedure document. The Board may remember that it took the Gulf Coast Consortium a long time to develop their policy and procedures, and the Consortium had strong assistance from the Florida Association of Counties. The Homeless Coalition does not have any outside support or assistance so I believe it is going to take an even longer time for the Coalition to develop their own internal guidelines. I will participate when necessary and report to the Board, but do not expect programs targeting the homeless to be starting any time soon.

2- As the Board is aware, the legislature did not complete its budget process during the regular session and is coming back in June to finish it. A review of the proposed budgets, such as they are,

indicates that most of the programs the Board has received funds from in the past are slated to be funded at about the same amount as this year. The two exceptions are: there appears to be no funding for FRDAP projects, and there is a large discrepancy for funding land acquisition- with the Governor proposing \$130M, the Senate proposing \$2M, and the House proposing \$205M.

3- Provide Board with copy of Phase 1 Environmental Assessment of the El's Court property the county is slated to buy from the Trust for Public Land. No recognized environmental conditions were identified, so no additional assessments are recommended, and the county is moving forward with acquiring the property. I have previously stated that the county was the applicant for the funds from the National Coastal Wetlands Conservation Grant Program, but technically the state of Florida was the applicant as they sponsored the county's application. This was necessary as only the state of Florida can receive funds from the National Coastal Wetland program, but upon receipt of the funds by the state, the state will in turn develop a sub-grant agreement with Franklin County. The state sponsored our application so the money has to be spent buying the tract we identified, but the money first has to go to the state, and then it comes to the county, and then the county in turn will actually buy the property from TPL. (TPL will have bought the property from the current owner during all this as TPL has a contract for purchase with the current owner.)

Attorney Michael Shuler asked to interrupt at this time being that his report ties in with item number 3 of Mr. Pierce's report. Attorney Shuler asked Mr. Pierce to update the board on the status of subgrant agreement between the County and the FDEP. Mr. Pierce and Attorney Shuler discussed current status of the TPL purchase.

Attorney Shuler requested board approval for an addendum to the contract extending the closing date and authorization for the Chairman or Vice-Chairman to sign the contract.

Motion by Commissioner Sanders. Seconded by Commissioner Lockley. Motion carried; 5-0

4- Board action to sign FAA grant request for \$730,292 for pavement rehabilitation. The FAA had initially set aside some \$580,000 but has found an additional \$150,000 to help the county maintain the extensive runways and taxiways that are all concrete. As the Board is aware the runways at the airport are approaching 75 years in age. Even though concrete seems like an indestructible material things do happen in 75 years. The Board action needs to have 2 steps, although it can be all in one motion. The first step is to sign the pre-application requesting the money. The second step will be for the Board to open bids at the July 7 meeting for the project, and the winning bid will be sent to FAA with a grant application for the amount of the bid. Even though the FAA has set aside funds they will not award the grant until they have seen, and approved, the bid selected by the county. The airport committee recommends the Board seek these funds. As funds become available in the future, more pavement rehabilitation work will be requested. The state and feds are providing all the funds so there is no match required by the county.

Motion by Commissioner Lockley. Seconded by Commissioner Sanders. Motion carried; 5-0.

Airport Manager, Jason Puckett, present at meeting to update Board on additional runway and lighting repairs. Commissioner Lockley asked who was doing electrical repairs to runway. Mr. Puckett stated bids have not been submitted.

5- The Board opened Request for Proposals at the last meeting for consulting services associated with the RESTORE Act. Dewberry Consultants responded, and the Board agreed to defer any consideration of this issue until the June 15 meeting. I want to inform the Board that Gulf County has signed a contract with Dewberry for RESTORE Act services. Alan has received a copy of the Gulf County contract that he will provide to the County Attorney. Wakulla County is also negotiating with Dewberry for the same services.

6- Inform the Board that Alan and I participated in a meeting last Wednesday called by Jay Abbott, Fire Chief, regarding ambulance service on St. George Island. The Fire Chief had told his Board that he thought the BLS ambulance on the Island was not the answer considering the types of EMS calls that come from the Island during the summer. Mr. Michael Cooper, Weems CEO, was also in attendance. Mr. Cooper and the Chief agreed that with the number of trained First Responders on the Island the First Responders can provide as much life saving as a BLS ambulance. Mr. Abbott's concern is that the BLS is dispatched because it is on the Island when the circumstances often require an ALS ambulance. Mr. Cooper went over the EMS call numbers for the Island and the rest of the county, and everyone agreed that the numbers did not warrant an ALS ambulance being stationed on the Island. However, the concept of a "chase" vehicle was discussed by Mr. Cooper and the Chief as something that would be an upgrade from a BLS but not cost as much as an ALS to operate. Mr. Cooper said he would look into the options and report to the Board at his next regular report.

Jackel commented regarding hospital services at Weems East and the clinic accepting Capital health Plan insurance. Pierce updated Board that Mr. Cooper of Weems Hospital would be attending next Board meeting to respond to this concern. Commissioner Sanders agreed with Commissioner Jackel regarding clinics accepting CHP insurance. Board discussed further.

Brenda LaPaz of Carrabelle gave public comment that all Carrabelle city employees are covered by CHP.

Commissioner Sanders motioned to have representatives from Capital Health Plan and Weems Hospital present at next meeting or at an emergency meeting, if necessary, to discuss the issue in depth. Commissioner Lockley seconded. Motion carried; 5-0.

T. Michael Shuler – County Attorney Report

Attorney Shuler had two action items for Board approval. The first item was discussed earlier in meeting during Alan Pierce's report. The second action item requested was for Board approval to dismiss the

lawsuit against Chambers Bank as they have fulfilled their obligations to clean up property and it is no longer a public nuisance.

Motion by Commissioner Jackel. Seconded by Commissioner Sanders to dismiss lawsuit. Motion carried; 5-0.

Commissioners' & Public Comments

Public comment by Alan Feifer. He questioned number 5 on Pierce's report regarding consulting firm. Alan Pierce and Commissioner Sanders discussed. Feifer also commented on Capital Health Plan/Weems Hospital. The Board discussed further.

Commissioner Jackel wished her mother a Happy 87th birthday.

Commissioner Sanders commented on the recent passing of Carrabelle Mayor Wilburn Curley Messer and paid tribute to his service to not only the County but also to our Country.

Commissioner Parrish commented that he wished Commissioner Massey a speedy recovery after his recent surgery.

Meeting adjourned. 11:02 A.M.

William Massey - Chairman

Attest:

Marcia M. Johnson - Clerk of Courts