



**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS REGULAR MEETING
COURTHOUSE ANNEX, COMMISSION MEETING ROOM**

JULY 07, 2020

9:00 AM

AGENDA

The Board of County Commissioners asks that all cell phones are turned off or placed on silent (vibrate) mode. Any handouts (information) for distribution to the Commission must be submitted to the Board Secretary (Clerk's Office) or to the County Coordinator on or before the Thursday prior to that Tuesday's meeting. Failure to do so will result in your removal from the agenda or a delay of any action relating to your request until a future meeting.

Call to Order

- A. To comply with CDC and Government social distancing requirements, the general public will not be allowed in the commission meeting room for this meeting; therefore, this Board of County Commission regular meeting will be conducted via livestream and conference call. Those wanting to view the meeting can use the livestream link (<https://www.youtube.com/user/SGIBeachLife>) or go to Forgotten Coast TV's YouTube Page. The livestream feed will promptly start 5 minutes before the meeting commences. Those wanting to participate during "Public Comments" on the agenda should use the conference call system by dialing 1-844-844-0014 and when prompted enter 540166#. Once the "Public Comments" agenda item is completed, the conference call will be disconnected.

Any person who wishes to appeal a decision made by the Franklin County Board of County Commissioners, with respect to any matter considered at the meeting, must have a record of the proceedings. He or she may need to ensure that a verbatim record of the proceedings is made.

Prayer and Pledge

Approval of Minutes

- B. Minutes for Approval
1. June 16, 2020

Payment of County Bills

- C. Bill List for Payment

Awards and Recognitions

- D. Resolution of Appreciation - Mrs. Pat O'Connell

Public Comments

This is an opportunity for the public to comment on agenda or non-agenda items. When you are recognized to be heard by the Chairman, please sign the speaker's log and adhere to the time limit. An individual will be allowed to speak for three minutes whereas a designated representative of a group or faction will be allowed to speak for five minutes.

Department Directors Report

Superintendent of Public Works – Howard Nabors

E. Superintendent's Report

Action Items

1. Mr. Robert Rickards has turned in his 2 weeks resignation.

Asking for Board approval to advertise for an Inmate Supervisor Position simultaneously in house and to the public with a starting salary of \$25,000.

2. Request to purchase a new 2020 Ford F-150 4x4 crew cab.

The Road Department had two employee vacancies for part of the fiscal year and has enough in regular salaries and benefits to fund the purchase of a new F150 crew truck from the State of Florida bid list. If the truck is ordered now, it will be here sometime in early September. (See attached document)

Action requested by the Board: Motion to approve the purchase of a 2020 Ford F150 Crew Pickup from the State of Florida Bid List and to approve the line item budget amendment below:

INCREASE 140.41.541.6401 Road & Bridge - Machinery & Equipment \$30,570

DECREASE 140.41.541.1200 Road & Bridge - Regular Salaries \$20,676

DECREASE 140.41.541.2200 Road & Bridge - Retirement \$1,751

DECREASE 140.41.541.2100 Road & Bridge - FICA Taxes \$1,581

DECREASE 140.41.541.2300 Road & Bridge - Health, Life, Dental \$6,562

Information Item

3. Detail of Work Performed and Material Hauled by District (See attached document)

Solid Waste Director – Fonda Davis

F. Solid Waste Director's Report

Action Item

1. Equal Shot Program: In the past, the Board has contributed to the basketball program for the youth of Franklin County. This year the Equal Shot program is offering a completely free of charge program at the Matchbox. They are asking the Board for support in the amount of \$2,500 to help keep this program free. Please see the attached Equal Shot flyer.

Request: Board approval for monetary support for the Equal Shot program at the Matchbox.

Information Item

2. Right of Way Debris Pickup/Recycled Material Hauled: (See attached document)

Emergency Management Director – Pam Brownell

G. Emergency Management Director's Report

Action Items

1. Request the Boards approval and signing of the following extensions:

- a. Emergency Management Performance Grant Extension Modification #1.
- b. Hurricane Loss Mitigation Program Extension.

2. Request the Boards approval and signing of the EOC Design Contract with Dewberry.

3. Request the Boards approval and signing of the Inter-local Agreement with Franklin County School Board for Transporting our Transportation Disadvantaged Citizens.

Information Items

4. EOC along with our CERT Volunteers are now distributing washable & reusable cloth mask that were distributed to us by FDEM throughout the County.

5. EOC Staff continues to monitor the stages of the HLMP (Hurricane Loss Mitigation Program) Grant. The HLMP grant has allowed us to mitigate numerous homes throughout Franklin County over the past 5 years.

6. EOC Staff are working diligently with DOH Staff regarding the COVID-19 virus. This includes hosting meetings with representatives from DOH, Sheriff's Department & Weems, EMS, Conference Calls, pushing out messaging from DOH on Facebook and our EOC Website.

7. EOC Staff continue to participate in conference calls (Approximately 10 calls weekly) with the State DEM, Region 2, DOH, FEMA, etc. regarding COVID 19. We also continue to update WebEOC with missions for PPE, Local State of Emergency, and SitReps.

8. EOC advertised for the SPN Coordinator/Office Admin position. We interviewed 5 applicants and have hired Amanda Anthony from Apalachicola.

9. FCEM Staff continues to work on FEMA reimbursement claims from Hurricane Michael. (Please see the Report below regarding Hurricane Michael Projects). This includes working with FEMA staff regarding mitigation of damaged parks, roads, etc. Mitigation takes some time but EOC Staff continue to work diligently with FEMA Staff on the most beneficial repairs for Franklin County. Attached is an update of FEMA projects. EOC Staff has begun the FEMA reimbursement claim process for COVID 19.

10. 06/25/20 monthly IPAWS (Integrated Public Alert and Warning System) Testing successful.

11. EOC Staff plan to attend FEPA Midyear Virtually this year.

12. EOC Staff have uploaded the CARES Act Agreement.

13. Franklin County now has 9 Total Cases of COVID-19. Attached is a copy of the DOH dashboard as of 07/02/20 12:00pm.

Extension Office Director – Erik Lovstrand

H. County Extension Director's Report

Information Items

General Extension Activities:

1. During this period, the Extension office assisted citizens on the topics of soil tests, injured wildlife, woolly aphid damage on live oak, citrus greening, invasive species, banana trees, sooty mold on longleaf pine, and more.

Sea Grant Extension:

2. Extension Director participated in a scalloping webinar series by hosting and presenting during a Zoom program for the Wakulla/Franklin county region. Experts on the topics of scallop life history and biology, seagrasses, food-safety when preparing scallops, and boating/harvesting rules and safety presented short talks, followed by a question/answer session. The event was also broadcast via Facebook Live to a larger audience.

3. The Extension office hosted the oyster harvester video that is required for harvesters annually before buying their licenses. There were 138 people that viewed the video in-person, rather than using the online option. All UF guidelines for sanitation and safety

related to COVID-19 were in effect (no groups larger than 10 people, spaced more than 6-feet apart, regularly sanitized surfaces, etc.).

4-H Youth Development:

4. 4-H clubs are still not meeting in-person due to the virus but a large number of programs are being conducted online with great success and high numbers of youth participating.

Family and Consumer Sciences:

5. Transition to a distance learning platform is taking place so programs will be ready to use when school begins, as many schools will likely not be allowing outside people to come into the classroom setting.

Horticulture/Agricultures:

6. The new Wakulla County Extension Director visited with the Franklin County Master Gardener group at the Extension office and shared his vision for developing the program further. He will be coming to Franklin County at least two days/month for training, teaching and volunteer management.

Library Director - Whitney Nixon-Roundtree

I. Library Director's Report

Action Item

1. Requesting approval from the Board of County Commissioners to advertise for a FT Library Assistant position at an annual salary of \$25,000. This request is to fill the FT Library Assistant position that is now vacant after my recent promotion to Director.

Request: Board action to authorize advertisement for a Full-Time Library Assistant position at an annual salary of \$25,000.

Information Items

Monthly Update Programs and Resources:

2. The Summer Reading theme this year is "Imagine Your Story". The staff has been working diligently to bring virtual programming to our patrons. Each week the libraries host virtual story time, crafts and contest via the branches' Facebook pages. All Summer Reading events and programs are sponsored by our partners at Rock by the Sea and the Friends of the Franklin County Libraries.

3. Reading challenge sheets and logs are available for pick up at the Eastpoint and Carrabelle locations. Each completed sheet or log grants one entry into the prize drawing. The prizes this year are Fire HD 8 Tablets, 2 prizes per library and 1 per person. This event is open to all students grades K-12.

Upcoming Virtual Events:

4. Animal Tales presents "Fantastic Creatures and Where they are Found" ZOOM! Live event- Thursday, July 9th at 1:30 PM - 2:30 PM.

5. Didgeridoo Down Under- Video will be available on the libraries' Facebook pages for a 7 day viewing period. July 19 -25th.

6. Florida Public Archaeology Network - North Central Region presents "Puzzles of Our Past Virtual Youth Program" ZOOM! live event- Thursday, July 30, 2020 at 10 AM - 11 AM

Florida Department of Health - Sarah Hinds (Administrator) - Update

Weems Memorial - David Walker (CEO) - Update

CareerSource Gulf Coast – Kim Bodine (Executive Director) – Request

J. Executive Director's Request

Action Items

1. Grantee-Subgrantee agreement between the Florida Department of Economic Opportunity (DEO) and your Local Workforce Development Board (Board)

Request: Board action to authorize Chairman's signature on the agreement.

2. Nomination of Mrs. Elinor Mount-Simmons to the CareerSource Gulf Coast Board of Directors as a private sector partner.

Request: Board action to appoint Mrs. Mount-Simmons to the CareerSource Gulf Coast Board of Directors.

Clerk of Courts – Marcia M. Johnson – Report

K. Clerk of Courts' Report

Action Items

1. County Held Tax Certificates: Pursuant to F.S. 197.502(7), the Clerk is tasked to notify the County Commission when there were no bidders on county-held tax certificates that went to public tax deed sale. The list of 3 attached are the third batch of county-held tax certificates that have been advertised for sales. Sales were held on June 29, 2020, and nobody bid on them. These properties are available should the county wish to purchase them or you can waive your rights to purchase them at this time, and they will be placed on a List of Lands Available for sale. If not purchased, they will escheat to the County after 3 years. I have attached the list plus a copy of the forms on each for the Chairman to sign on whether you elect to purchase or not. These properties are within the same area as the properties I presented to you on April 9th that you elected not to purchase.

Action requested by the Board: a motion to either elect to purchase or elect not to purchase these properties.

2. The budget workshop is scheduled for 9:00 a.m. on Thursday, July 30th. If additional time is needed, we will continue to Friday, July 31st. All constitutional offices, departments and non-governmental agencies have been asked to keep their requests at the same funding level as last year with the exception of state mandated increases.

Action requested by the Board: a motion to tentatively approve the same funding as the current year for the non-governmentals and not require their attendance on Thursday and to formally approve the Thursday, July 30th date for the budget workshop with the constitutionals, departments and other governmental offices.

Information Item

3. For information, I presented a draft Travel and Expense Policy at your last meeting. You voted to have Attorney Shuler review the policy before adoption. At this time, the review has not been completed, so the Policy is on hold until that review can be done.

RESTORE Coordinator – Alan Pierce – Report

County Coordinator – Michael Morón – Report

L. County Coordinator's Report

Action Item(s)

1. Local State of Emergency: As authorized by the Board, Chairman Lockley signed the COVID-19 Local State of Emergency (LSE) Declarations for the weeks starting June 22nd, June 29th, & July 6th.

Request: Board action to ratify the Chairman's signature on the stated COVID-19 LSE Declarations.

2. FWC Suspending Oyster Harvesting: As the Board is aware, the Florida Fish and Wildlife Conservation (FWC) has an action item on their July 22-23 Commission meeting seeking approval of draft rules to suspend harvest of wild oysters in Apalachicola Bay. This is the first step, of a two-step process, to request permission from the Commission to advertise a rule. The second step would be to take the final rule to the Commission at their September meeting for approval. This draft rule will include language to suspend harvesting effective August 1, 2020 but if the Commission does not approve the final rule in September, the order would be suspended. There is a five-year sunset provision in the rule, however if the restoration is successful prior to the five years based on FWCs monitoring that requires at least 300 bags of harvestable-sized oysters in a significant portion of the Bay, there would be consideration to reopen for commercial fishery of oysters prior to the five year sunset. This meeting will be held by video and telephonic participation (Communications Media Technology) and also allows for comments to be sent prior to the meeting. Will the Board send a letter stating the County's concerns and/or have a designated Commissioner speak to the Fish and Wildlife Commission directly during the meeting?

Request: Board discussion and direction on commenting to the FWC Commission on this agenda item.

3. SHIP Report: Attached to agenda packet is the SHIP report that includes a request to award eight (8) contracts to purchase mobile homes to Ironwood Homes of Perry for the Hurricane Housing Recovery Program (HHRP) clients. Four (4) septic systems will be replaced for an additional cost. The HHRP home repair projects are moving slowly due to the COVID-19.

Last Monday, Governor DeSantis vetoed the 2020-2021 fiscal year appropriation for the SHIP Program. After the 2019-2020 funds are expended and if there isn't a reversal on the 2020-21 funding there will be no down-payment assistance, emergency repair or full rehabilitation projects.

Request: Board action to award the eight (8) contracts for replacement mobile homes for the Hurricane Housing Recovery Program to Ironwood Homes of Perry.

4. Road Department Administrative Building: On Tuesday, May 19th, bids were opened for the Road Department Administration Building. The bids came in as follows: Duncan Home Construction, Inc. \$416,239.13, OliverSperry Renovation \$393,508, Storm Construction, Inc. \$321,465, Certus Builders \$364,168. On Thursday, June 18th the review committee met and as a competitive price-based bid, the lowest bidder Storm Construction was confirmed to be the lowest "responsive and responsible bidder" and met all of the bid specifications. Franklin County does not have any sort of local preference bid policy in place and this was a price-based solicitation, pursuant to bid practices and Florida law as confirmed by County Attorney Michael Shuler - Storm Construction is the lowest responsive and responsible bidder.

Request: Board action to award the bid to the lowest qualified bidder Storm Construction. The county also has the right to reject all bids, rebid or elect to not proceed with the project at this time.

5. CARES Act Agreement & Spending Plan: At your last meeting I explained that the County was slated to receive \$528,930, which was 25% of the total allocation of CARES Act funding for counties that fell below the 500,000-population threshold. Since your June 16th meeting the County received the CARES Act agreement and was strongly urged by the Florida

Association of Counties and the Small County Coalition to execute this agreement and upload it into the State system as soon as possible, which was done last week. The next step is to create a spending plan, that would dictate how the County would spend the funds and would be submitted to U. S. Treasury for review. Ms. Traci Buzbee of The Management Experts, LLC, currently your Emergency Management consultant, is willing to create the spending plan and manage the program for the County. Her task order is attached to the agenda packet. Mr. Ben Chandler of the Apalachee Regional Planning Council is willing to partner with Ms. Buzbee on the creation of the spending plan but doesn't have the staff to manage the program for the County. The County's other option would be to advertise for Request for Proposals, however, keep in mind that the total amount of CARES Act funding, approximately \$2 million must be spent by December 31, 2020.

Request: Board action on two items. The first action item is to ratify the Chairman's signature on the CARES Act agreement. The second action item is to engage Ms. Traci Buzbee to create the spending plan and manage the overall Cares Act Program with Mr. Ben Chandler assistance or advertise for Request for Proposals to create the spending plan and manage the overall Cares Act Program.

6. Tillman Cellular Tower Location: County staff was contacted by a Tillman Infrastructure representative to discuss possible site locations for a new cell tower in the area referred to as Green Point. One of these locations under consideration is the Landfill and the other is at the Sheriff's Department (see maps in agenda packet). If the Board has no objections to a tower at any of these locations, Tillman asked that the Board approve and execute a non-binding Business Terms Agreement (BTA) for each of these locations. Tillman would make a decision on the best location and then contact the County to negotiate the principle terms and execute a lease. Attorney Shuler has reviewed both BTAs.

Request: Board discussion and possible authorization of the Chairman's signature on the Business Terms Agreement for one or both locations.

7. ARPC Letter of Support: The Apalachee Regional Planning Council is seeking funding from the Department of Economic Opportunity (DEO) through the Community Planning Technical Assistance Grant for 2020-2021 to conduct workshops on community planning activities and create a Community Planning Toolkit. ARPC would like a letter of support for this grant proposal. Your support will play a major role in securing funding for the project.

Request: Board action to authorize a letter of support for ARPC for the Community Planning Technical Assistance Grant.

8. Nature Conservancy Letter of Support: Mr. Alan Pierce the County's RESTORE Coordinator received a request for a letter of support from for a planning study that is being proposed jointly by The Nature Conservancy and the Water Management District. The deadline for the letter proposal was towards the end of June so Mr. Pierce signed the letter. There is no obligation from the County.

Request: Board action to ratify Mr. Pierce's signature on the letter of support.

9. CMT Policy: As a means of protecting the public, county staff, and the members of the Board of County Commissioners, the County has followed Governor DeSantis extended Executive Order 20-69, which allows local government bodies to utilize communications media technology (CMT), such as the use of telephonic and video conferencing, during public meetings. This policy has worked well by allowing the public to participate during meetings via a teleconference system and view the meetings as it is happening via livestream. For a number of reasons, especially with the recent rise in positive COVID-19 cases here in the County and Statewide, the Board should consider a local CMT policy as other Florida counties are doing. If the Board is interested, Attorney Shuler and I would present a draft CMT policy for your review and approval.

Request: Board action to authorize Attorney Shuler and I to present a local CMT policy for your review and consideration.

Information Item(s)

10. Ethics Training: I have contacted Attorney Dan Cox about scheduling the required Ethics Class here in your meeting room. Attorney Cox is available any Saturday in July, but if the Board has no objections, I would like to ask the attorney if he is available in August, taking into consideration the current COVID-19 status and positive cases in the County.

11. P&Z/BOA Consent Agenda: In an effort to move the meetings along and if the Board has no objections, I would like to group the Planning & Zoning items such as Critical Shoreline Applications, Final Plat Applications, Commercial Site Plan Applications, Re-Zoning & Land Use Change Applications, in a consent agenda format so that the Board will approve those items by groups unless there is a particular item that a commissioner would like removed to discuss in more detail. I would like to treat Board of Adjustment items in the same manner. Let me know if you have any questions with this new proposed format.

County Attorney - Michael Shuler - Report

Commissioners' Comments

Adjournment