



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

**FEBRUARY 02, 2021**

**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.*

**Meeting Information**

*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 accessible via livestream and Zoom. Those wanting to view the meeting can use the livestream link (<https://facebook.com/forgottencoasttv/>) or go to Forgotten Coast TV's Facebook Page. The livestream feed will promptly start 5 minutes before the meeting commences. You do not need a Facebook account to view Facebook live. Those wanting to participate during the meeting should use the Zoom log-in/call-in information provided below. There is a link to a list of videos and Getting Started Resources on the main "Agenda and Minutes" webpage for those unfamiliar with Zoom. If you are experiencing any issues with the livestream or Zoom, call (850) 653-9783 extension 373 for assistance.*

*To join Zoom via computer, use the link (<https://zoom.us/j/92210739587>) on the meeting date and time. If you do not have speakers or a microphone on your computer or prefer to call, you can dial in for audio. Call (301) 715-8592 or (312) 626- 6799 or (929) 205-6099 and enter ID number 922 1073 9587#. All attendees are muted by default.*

*If you would like to speak during the meeting, you have the following options:*

*First complete the virtual speaker card (<https://www.franklincountyflorida.com/virtual-speaker-card/>). This card must be submitted to the County Commission Administrative Office prior to the start of the meeting in order for you to speak during the meeting. During "Public Comments" you may comment on a non-agenda item or a non-action agenda item for up to 3-minutes when recognized by the Chairman. You may also address the Commission on an agenda action item for one minute (which may change based on the number of speakers waiting to comment) during the meeting after a motion has been seconded and you are recognized by the Chairman.*

*Once recognized by the Chairman, if you are on Zoom with a computer or smart device select the 'raise hand' icon. If you have dialed in to the meeting by phone press \*9 to raise your hand, then \*6 to unmute.*

*Public engagement is important to us, and use of Zoom for public participation is still a new process. We appreciate your understanding.*

**Call to Order**

**Prayer and Pledge**

**Approval of Minutes**

- A. January 19, 2021 Regular Meeting

**Payment of County Bills**

**Public Comments**

*This is an opportunity for the public to comment on a non-agenda item or a non-action agenda item. When you are recognized to be heard by the Chairman, please adhere to the 3-minute time limit.*

**Department Directors Report**

**Superintendent of Public Works – Howard Nabors**

**A. Informational Item**

- 1. Detail of Work Performed and Material Hauled by District Report (Agenda Packet)

**Solid Waste Director – Fonda Davis**

**A. Informational Item**

- 1. Right-of-Way Debris Pickup/Recycle Material Hauled Report (Agenda Packet).

**Emergency Management Director – Pam Brownell**

**A. Action Item**

- 1. Request the Board adopt and sign the attached resolution for the County Approved Local Mitigation Strategy (LMS).

**B. Informational Items**

- 1. Franklin County has received a waiver for our match portion from Hurricane Hermine.
- 2. EOC Staff continues to work Hurricane Sally from 09/12/20 and continues to work with FDEM and FEMA. Franklin County has two projects for Hurricane Sally.
- 3. Amanda Anthony and Jennifer Daniels passed the All Hazards Events class online with Texas A&M University on 01/28/21. Pamela Brownell is scheduled for the February Class.
- 4. Amanda Anthony attended and passed her G-300 Class 01/19/21 - 01/21/21.
- 5. EOC Staff along with our CERT Volunteers continue to distribute washable & reusable cloth mask throughout our community. We have partnered with the City of Carrabelle and City of Apalachicola Chamber of Commerce along with the St. George Island & Eastpoint Visitor Centers to assist with distribution to local businesses and residents. We will continue this effort as long as supplies are available.
- 6. EOC Staff are working diligently with DOH Staff regarding the COVID-19 virus. This includes hosting meetings with representatives from DOH, Sheriff's Dept. Weems, EMS, as needed. We also are assisting with Conference Calls, information distribution from DOH via Alert Franklin, Facebook and our EOC Website.
- 7. EOC Staff continue to participate in conference calls with State DEM, Region 2, DOH, FEMA, etc. regarding COVID 19. We also continue to update WebEOC with Local State of Emergency and SitReps.

8. EOC Staff continue to work on FEMA reimbursement claims from Hurricane Michael. 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. We are in contact with our PDMG regularly regarding these projects and will update the Board as soon as the State Review is completed. EOC Staff has also began the FEMA reimbursement claim process for COVID-19 and Hurricane Sally.

9. Attached is a copy of the DOH Dashboard regarding COVID-19 Cases in Franklin County as of 1/28/21 at 3:00 PM.

## **Extension Office Director – Erik Lovestrand**

### **A. Informational Items**

General Extension Activities:

1. During this period, the Extension office assisted citizens on the topics of identifying issues with coastal live oaks, soil sampling for pH test, injured wildlife assistance, and more.
2. Extension Director participated in NW Extension district County Director virtual meeting to plan for 2021.
3. Extension Director participated as a judge for the ABC School-wide spelling bee.
4. Extension Staff assisted a UF student who received an internship during this past semester. As part of her requirements, she needed to interview staff in an Extension office to learn about the role of Extension and responsibilities of various Extension faculty and staff. The interview was conducted virtually, using a video conferencing application.

Sea Grant Extension:

5. Extension Director assisted UF's molluscan shellfish specialist during 2 days of field work on Wakulla and Franklin County oyster aquaculture leases. Four cooperating growers are participating in a study to compare growth and survival of triploid oysters from two different parental lines (Louisiana and Florida Broodstock). Temperature loggers have also been placed in growing bags to assess potential stressors that may be correlated with mortality events.
6. Extension Director coordinated with Bay and Gulf Extension faculty to plan for this year's volunteer Scallop Sitter program (FWC funded project to restore bay scallops in the Florida Panhandle)

4-H Youth Development:

7. Public speaking contest is underway in local schools, in preparation for the countywide contest. Competition will take place virtually with students recording their speech and submitting a YouTube video for the judges. County contest has a due date of February 12 for video uploads. Winners will be announced shortly thereafter.

Family and Consumer Sciences:

8. Family Nutrition Program assistant continues to conduct in-person lessons in local schools, with required safety measures in place.

Agriculture/Home Horticulture:

9. Planning is underway for a 2021 Master Gardener course to be offered in the County.

## **Library Director – Whitney Roundtree**

### **A. Informational Items**

1. On Saturday, January 23<sup>rd</sup>, the Friends of the Franklin County Public hosted their annual soup, bread, and book sale fundraiser at the Eastpoint Branch. Thank you to the volunteers and all who attended for their continued support of the libraries. The event will be held again at the Carrabelle Branch on Saturday, February 20<sup>th</sup> at 10:00 AM.

2. A PT employee of the Carrabelle Branch has resigned due to health issues. Since the applicant pool was still fresh and of good quality, I reached out to the previous applicants to see if they would be interested in the position. I reinterviewed applicants and an offer has been extended to a qualified candidate contingent upon successfully passing pre-employment drug screening and background check.

3. Program Attendance:

Eastpoint Branch:

Story Time- 9 total Anime Club- 4 Book Chat – 6 Writer’s Forum- 5 Diabetes Awareness -1

Carrabelle Branch:

Book Chat- 4 Anime Club- 3 Makerspace- 3 Story Time- 0

4. Upcoming Events:

Eastpoint Branch:

Diabetes Awareness- First Tuesday of the month at 10:00 AM. Book Chat- First Tuesday of the month at 1:30 PM Story Time- 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month at 3:30 PM. Anime Club- 2<sup>nd</sup> Thursday of the month at 4:00 PM. Writer’s Forum- Third Wednesday of the month at 1:00 PM.

Carrabelle Branch:

Book Chat- First Friday of the month at 1:30 PM. Anime Club- 2<sup>nd</sup> Tuesday of the month at 4:00 PM. Story Time- 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of the month at 3:30 PM. Makerspace- Third Thursday of month at 4:00 PM.

## **Airport Manager -- Jason Puckett -- Report**

### **A. Informational Items**

1. The airport is fully operational with no issues to report at this time. I wanted to take a quick moment and say a big thank you for the equipment purchase that was approved last meeting. We should be receiving the much needed new Zero-Turn mower and new Gator XUV at any time now. This new equipment will be kept in the hangar adjacent to Centric Aviation.

2. There is a FDOT grant that will be available in August, 2021 to purchase a new larger tractor and implements for the major mowing at the airport. I am attempting to secure funding for an equipment shed/enclosure so old and new equipment can be kept out of the elements etc...

3. Please find below an update on the current projects. There are fewer than normal projects ongoing right now since we completed and closed several grants last year and the FDOT removed the FY2021 funding due to COVID impacts to the state budgets.

A. Runway 6-24 Electrical Improvements: The construction contract has been executed and the contractor is scheduled to start work soon. This work includes the complete replacement of the Runway 6-24 edge lighting system.

B. Fuel Farm Replacement: The County received TRIUMPH grant funds to replace the aged fuel farm and design with AVCON will begin as soon as the design task order is approved by TRIUMPH. This project will evaluate three potential fuel farm locations to assist the County

in selecting the ultimate location, two new 12,000-gallon tanks, entirely new fuel system, and self-serve card reader.

C. Apron Rehabilitation: The County has an FDOT grant to rehabilitate the apron pavement in front of the FBO and along the east and west aprons. As part of this project, the FAA and FDOT are requesting AVCON prepare an apron utilization study which will evaluate the current and future uses of the apron to confirm that all of the apron pavement is justified for federal and state funding.

4. I am proud of our airport and the economic impact that it provides to Franklin County. We have a respected name in the aviation community and that speaks volumes to the hard work of all involved to make the airport the best it can be.

### **CARES Act Consultant -- Traci Buzbee -- Update**

#### **A. Informational Items**

1. After FDEM questioned the submitted payroll documents, we received additional documentation from the sheriff's office to correct the Phase 1&2 submittal and the Phase 3 request for reimbursement.
2. We worked with our liaison last week and submitted the revised request for validation (Phase 1 & 2)
3. We submitted the revised Phase 3 on Monday and had discussions with our FDEM liaison.
4. We submitted the letter for an extension of the 2020 funds and have until Friday to submit a spend plan. At this time, we do not think we will need the extension, but we will determine that by Thursday once the state has reviewed the RFR we submitted today. FCSO also submitted additional documents that even if there is a question on some of the salaries that we submitted, we still have additional documents that we can compile and submit for the full allocation.
5. Phase 1 & 2 - \$952,074 (previously received). Phase 3 - \$1,163,645 currently under review at the state. Total \$2,115,720.
6. Funds spent to date as of 12-30-20 -- \$910,023.26 (unsure if checks have been written in January).
7. Outstanding CARES expenses to be paid once you receive the rest of the funds:
  - LCSO - Deese Elite \$62,558
  - LCSO - CAD system \$224,835
  - Carrabelle Public Safety Employees - \$250,663.02
  - Apalachicola Public Safety Employees - \$393,093.85
  - Remaining balance after the above expenses are paid: \$274,546.87

### **ARPC -- Evan Blythe & Josh Adams -- Presentation**

- A. Mr. Blythe and Mr. Adams will present their findings on the Alligator Point Resiliency Study Presentation.

### **Clerk of Courts - Michele Maxwell - Report**

### **Fiscal Manager/Grants Coordinator - Erin Griffith - Report**

#### **A. Action Items**

## 1. Summary of January 29<sup>th</sup> Conference Call with US Treasury Regarding RESTORE Projects and authorization to accept planning grant once awarded

Chairman Ricky Jones, Alan Pierce, and I joined Melissa Beaudry and Heather Pullen, Langton Consulting, for an hour long conference call with the new Bureau Chief, Ms. Maureen Klover of the US Treasury RESTORE program. Ms. Klover initiated the call because she wanted to hear from local governments on what needed to be improved in the RESTORE program to make it more responsive to the recipients.

Alan started off the call with a short history of Franklin County's efforts to get projects through the RESTORE system. Ms. Klover seemed receptive to the comments and is working to respond to the requests to Treasury below:

A. Permission for Franklin County to begin advertising for planning consultants on the dune restoration project and the St. George Island Stormwater project while Treasury finishes the review of various documents that Langton will be submitting. If Treasury will allow Franklin County to advertise while they are reviewing documents this will save one month's time.

B. Permission to submit an amendment to the MYIP (Multi-Year Implementation Plan) for construction funds while the Planning grant is being utilized. If allowed by Treasury, this will save months of waiting for Treasury to approve funds that have already been authorized for Franklin County.

C. Permission to make Budget amendments between the two construction grants at a staff level without having to get a full MYIP amendment. If Treasury allows for the staff level approval, then the Board would have latitude to make budget amendments based upon what is in the best interest of the county without going through a full Treasury approval process.

Ms. Klover is checking with her superiors at Treasury regarding the requests above and will let Franklin County know answers as soon as possible. In the event the County receives the go ahead and the planning grant is formally approved by Treasury, *I recommend the Board authorize the Chairman to accept the Planning Grant, and to authorize advertising for planning consultants. This will allow for the project to move forward as quickly as possible.*

## 2. Extension of FEMA Funded Recovery Professional Services Agreement

In late 2017, Franklin County solicited an RFQ for engineering services relative to FEMA Funded Recovery Efforts. Franklin County entered into an agreement with Dewberry Engineers to provide this service in February of 2018. The agreement allowed for two (2) year continuing services contract extensions from the date of signature with an option of renewals for up to (5) years total. A draft letter of authorization to extend the agreement as well as a copy of the original agreement and RFQ is attached to this report.

*I recommend the Board authorize the extension of the professional services agreement for the additional two year term and allow the chairman to sign the letter of authorization.*

## 3. Island View Park – FEMA Funded Recovery Task Order

Island View Park opened as a new park in August of 2018. Just two months later, Hurricane Michael devastated the area and the park was almost completely destroyed. The construction of this park was handled directly by the various state agencies and upon completion Franklin County was responsible for the maintenance and operation of the park. After Hurricane Michael, the original contractor who did the project, Woods Partners Inc., assisted with the development of the damage descriptions and cost assessment for the FEMA restoration project. The total estimated project cost for the restoration is \$1,325,471. Included in the cost estimate is approximately \$421,000 in mitigation work

which will make the park more resilient to damage from future storms. A copy of the project scope which outlines the damages and mitigation work is attached.

Dewberry Engineers has submitted a Task Order in the amount of \$144,476 to do the necessary design, permitting work, draft bid specifications, construction administration and inspection services to see the project to completion. This proposal is consistent with the FEMA cost curve specification for this type of project.

*I recommend the Board authorize the acceptance of Dewberry's Task Order #7 for the Island View Park restoration project.*

#### 4. Acceptance of Task Order for Airport Fuel Farm Project

Early last week, AVCON's Task Order #7 for the planning, design, bidding and construction phase services for the Airport Fuel Farm Project was submitted to Triumph for their approval. Franklin County received notification late yesterday that the Task Order had been approved. Once this Board authorizes the acceptance of AVCON's Task Order #7, the design work will take about 90 days to complete and then the county can proceed with advertising for construction. The total cost of this project is estimated to be \$1,084,000 with Triumph funding \$1,059,000 and \$25,000 being paid by the Airport Fund. This project should be on track for completion by June 30<sup>th</sup>, 2021.

*I recommend the Board authorize the acceptance of AVCON's Task Order #7 for the Airport Fuel Farm Project.*

#### 5. Employee Job Classification and Pay Plan Study

At the first meeting in January, the Board expressed interest in the development of a job classification and pay plan for County employees. After doing some research, I have found a firm in Tallahassee that is an industry expert in the field. Evergreen Solutions, LLC has performed over 600 of these type of studies for numerous governmental agencies in 46 states including the job classification and pay plan for Gulf County and is currently working on projects with Wakulla and Leon counties. Evergreen's services may be of interest as data is used from peer organizations within a region to compare pay and benefits. Evergreen can also offer suggestions of phased implementation of a pay plan to fit within budgetary constraints.

*If there is interest from the Board, I recommend asking a representative from Evergreen to attend the next meeting to give a brief synopsis of the process, objectives, outcomes, an estimate of cost, and answer any questions that the Board may have.*

### **B. Informational Item**

#### 1. Advertisement for Alligator Drive Hurricane Damage Repairs

The bid solicitation for the Alligator Drive Hurricane Damage Repairs was in the newspaper last week and posted on the county website. The project includes 1,250 linear feet of new roadway construction, sheetpile walls with concrete cap, concrete shoulder, water line replacement, striping, stormwater, debris removal, and grassing along Alligator Drive (CR 370) beginning around Tom Roberts Road and ending around George Vause Road. Bids can be submitted to the Clerk's Office through 4:30 p.m. on March 1<sup>st</sup> and will be opened at the March 2<sup>nd</sup> commission meeting. The bid solicitation is attached.

### **County Coordinator – Michael Morón – Report**

#### **A. Action Items**

1. Duck Hunting Update: At a recent meeting, the Board discussed complaints received regarding the influx of out of area duck hunter's destruction of local resources such as the recently revived grass beds, the illegal practice of exceeding the allowed bag limits, and the

total disregard of local duck hunting customs. Instead of sending a letter, I contacted the department directly and spoke to Mr. George Warthen, FWC's Director of Hunting and Game Management, about the Board concerns. After meeting with his regional director and staff, Mr. Warthen explained that FWC officers do have access to the shallow water and are doing target enforcement on duck hunters. They are watchful to ensure no natural resources are being destroyed by any of the hunters. He also explained that this is a state-wide problem, and FWC is looking for a long-term solution to hunting issues. In addition, there is an amendment that will be presented to the FWC Commission at this month's meeting that will create a "buffer zone" between hunting and residential areas. What presents an issue for the agency is dealing with the confrontational problems between the local and out of town hunters, but the officers will continue to educate all hunters in order to try and reduce the confrontations. Mr. Warthen is willing to meet with any Commissioner, including going out on the water, to discuss these and other FWC concerns. *Board discussion and direction.*

2. Vaccine Distribution Update: At your last meeting the Board discussed vaccine distribution issues in the County and directed me to send a letter to Governor DeSantis requesting additional vaccine units on a weekly basis, but a lot has transpired state-wide regarding additional vaccine doses since that meeting. Of significance, is the Small County Coalition's (SCC) executive meeting held to address some of the same concerns raised by this Board at the last meeting. Attached is the SCC's Executive Summary on Vaccine Program Observations and Suggestions Zoom meeting held on January 21<sup>st</sup>. Last week SCC's President, Chris Doolin, discussed how the Board's concerns aligned and how the Board could support SCC in its efforts to secure additional vaccines for small rural counties like Franklin, especially those that are fiscally constrained. Mr. Doolin agreed to word a draft letter, which is attached to this report, the County could send to FDEM Director Mr. Jared Moskowitz supporting SCC and the Florida Association of Counties efforts to secure an equitable allotment of vaccines in Franklin County. *Board discussion and action to authorize the Chairman's signature on the letter to (FDEM) Director Moskowitz.*

On a related COVID matter, since the beginning of January 2021, COVID positivity trends in Franklin County have been above the recommended 10%, which represents significant community spread and increased exposure to our most vulnerable populations. The first two weeks of January 2021 reported a 20% positivity trend, with 155 new positive cases out of 761 people tested. From January 15<sup>th</sup> through January 28<sup>th</sup> positivity trends are still above the recommended benchmark at 16% with 118 new cases. There have been 5 new COVID-19 documented deaths which totals 10 deaths in the County. Positivity trends and COVID-19 documented deaths are monitored using Florida Department of Health data. I provide this information to the Board and public so that everyone continues to follow the CDC guidelines of washing your hands, avoiding large crowds especially inside buildings and poorly ventilated areas, and wearing a mask whenever you are out in public.

3. New EOC Building: The Board has been discussing the need for a new EOC since Hurricane Michael. During the last legislative session, the County received approximately \$100,000 for design and engineering of a new EOC, which was decided at a previous meeting, would be located at the airport. Attached (Agenda Packet) to my report is a 4,884 square foot floor plan concept for the new EOC. Discussed at the last meeting, the project architect estimates a cost of \$300 per square foot for total building cost of \$1,465,200.00. This cost does not include other expenses such as office furniture, IT equipment, a generator, site work, parking area, stormwater, water and sewer hook ups, etc. Before proceeding with the actual design, Dewberry, the project engineers, would like the Board to agree to a final concept and square footage. *Board discussion and direction.*

4. Weems EMS Grant: Weems is seeking Board approval for what has been referred to as the EMS "Baby" grant. The \$813 grant amount, with an additional \$58.66 from last year's grant,



will be used to send one paramedic to a Critical Care Paramedicine program. *Board action to authorize the Chairman signature on the Resolution for the State of Florida EMS \$813 Grant.*

5. Tax Collector Budget Option: After every election of a new or re-elected tax collector, the Florida Department of Revenue (DOR) offers the tax collector the option of becoming/ remaining a budget or fee officer for the next four years. The Franklin County Tax Collector has always been a budget officer, adhering to the budget policies and procedures of the BOCC, and Mr. Watson would like to remain a budget officer. In order to keep the budget officer status, DOR requires a resolution with the Chairman's signature. *Board action to authorize the Chairman's signature on the DOR Resolution to keep the Tax Collector as a budget officer.*

6. Sheriff's 911 Grants: Due to pending deadlines, the Sheriff's Office asked the Chairman to sign two 911 grant agreements prior to today's meeting. The first is the annual maintenance grant totaling \$34,366.21 and the second is a GIS Data Support grant totaling \$188,270. *Board action to ratify the Chairman's signature on both grant agreements.*

7. CareerSource Agreements: As stated in Mrs. Kim Bodine's attached cover letter, "Local workforce development areas that receive an initial designation by the Governor may be granted a subsequent designation if, for the most two recent program years, the local area performed successfully and sustained fiscal integrity, and in the case of a local area in a planning region, met the regional planning requirements as described in WIOA Sec. 106. The chief elected official must submit a request for subsequent designation (Attachment A) to CareerSource Florida and DEO every two years beginning July 1, 2017. The application to request subsequent designation is due by April 15 of the renewal year." Attached is the Application for Subsequent Local Workforce Development Area Designation, the Local Workforce Development Board Composition and Certification, and the Local Workforce Development Area Designation for the Chairman's signature. Even though these are standard documents signed by the Board every two years, if the Board authorizes the Chairman's signature it will be contingent on Attorney Shuler's review of the documents. *Board action to authorize the Chairman's signature on the CareerSource documents contingent on Attorney Shuler's review and approval.*

8. CARES Act Funds Extension Letter: During Ms. Traci Buzbee's report, the need for the County to request an extension of the agreement (Agreement Y2314) between Franklin County Board of County Commissioners and the Florida Division of Emergency Management for the CARES Act funding beyond the January 29<sup>th</sup> deadline was addressed. This extension allowed Ms. Buzbee to submit a revised spend plan on Friday, February 5<sup>th</sup>. Chairman Jones signed the extension request. *Board action to ratify the Chairman's signature on the CARES Act extension letter.*

9. Building Inspector Status: In December Mr. Steve Paterson received his Florida State Building Inspector certification. That was one of the main reasons Mr. Garry Millender was able to request to change his employment status as the County's Building Official from an employee to a contractor. When the Board approved that change, I should have requested an increase in Mr. Patterson's base annual salary to \$40,000 since, with his certification, his role and responsibility in the Building Department would increase. The Building Department's budget is fee based, not funded from ad valorem taxes. *Board action to authorize the increase in Mr. Paterson's salary to \$40,000 as the County's Building Inspector.*

## **B. Informational Items**

1. Airport Project Time Extension: Last week, John Collins (AVCON) informed me that the Runway 6-24 Lighting Rehabilitation project contractor, TCA Electrical Construction, requested a 90-day extension of the project time due to delays in receiving materials from suppliers because of COVID. FDOT will extend this grant which is set to expire on April

30<sup>th</sup> if the contractor is impacted by COVID, therefore, I authorized Mr. Collins to request this extension. I will update the Board on the outcome of the extension request.

2. Building Department New Hires: Until further notice the Building Department will be closed to the public (walk-ins & phone calls) on Fridays at 12 noon to allow staff to process permit applications. Hopefully, with our new hires starting this month, Mr. Chance White started yesterday, and Ms. Tancia Pugh will start on February 15<sup>th</sup>, we will be in better shape by month's end.

3. CDBG Report: Attached to the agenda packet is an information report from Mrs. Deborah Belcher. If you have any questions regarding the report, Mrs. Belcher asked that you give her a call.

4. ARPC Meeting Notes: Attached to my report are the January 2021 Board Notes for the Apalachee Regional Planning Council.

5. COVID-19 LSE: The Chairman has signed, as authorized by the Board, COVID-19 Local State of Emergency Declarations for the weeks starting January 4<sup>th</sup>, 11<sup>th</sup>, 18<sup>th</sup>, and 25<sup>th</sup>.

6. ANERR Burn: The Apalachicola National Estuarine Research Reserve is planning a burn at the Nick's Hole section of property within the St. George Island Plantation on Thursday, February 4<sup>th</sup> at 9 am ET. A total of 50 acres will be burned. A map is attached.

### **County Attorney - Michael Shuler - Report**

### **Commissioners' Comments**

### **Adjournment**

*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*