

DECEMBER 13, 2011

PORT ST. JOE, FLORIDA

REGULAR MEETING

The Gulf County Board of County Commissioners met this date in regular session with the following members present: Chairman Warren J. Yeager, Jr., Vice Chairman Bill Williams, and Commissioners Carmen L. McLemore, Ward McDaniel, and Tan Smiley.

Others present were: County Attorney Jeremy Novak, Clerk Finance Officer Carla Hand, Deputy Clerk Kari Summers, Chief Administrator Don Butler, Assistant Administrator Michael Hammond, Deputy Administrator Brett Lowry, Building Official Lee Collinsworth, E9-1-1 Coordinator Ben Guthrie, Gulf County E.M.S. Director Houston Whitfield, Mosquito Control Director Mark Cothran, Preble-Rish Engineer Clay Smallwood, Public Works Director Joe Danford, Sheriff Joe Nugent, Sheriff's Office Major Bobby Plair, and T.D.C. Director Tim Kerigan.

Sheriff Nugent called the meeting to order at 6:00 p.m., E.T.

Assistant Administrator Hammond opened the meeting with prayer, and Chairman Yeager led the Pledge of Allegiance to the Flag.

CONSENT AGENDA

Upon motion by Commissioner McDaniel, second by Commissioner McLemore, and unanimous vote, the Board approved the Consent Agenda as follows:

1. Minutes – October 31, 2011 – Special Meeting
 - November 8, 2011 – Regular Meeting
 - November 22, 2011 – Regular Meeting
2. Approval of Checks and warrants for November, 2011 which are incorporated herein by reference, pursuant to Chapter 136.06 F.S.
3. Appointment – Small County Coalition (Chairman Yeager, Commissioner Williams, Chief Administrator Butler)
4. Bid Award #1011-33 – LAP C.E.I. Proposal – Cape Bike Path, Phase 4 (JBS Engineering * \$45,188.48)

5. Change Order #1 – Alabama Avenue Road Paving (Increase \$111,540.00)

Change Order #1 – Court Street Road Paving (Increase \$5,581.00)

Change Order #2 – Georgia Avenue Road Paving (Increase \$39,903.75)
6. County Property (Approval for Potential Sale)
7. Fill Dirt Request – Wewahitchka High School
8. Inventory – South Gulf County Volunteer Fire Department (Donate to County * 2006 Forest River Utility Trailer)
9. Invoices – Agency for Health Care Administration (2nd Quarter Medicaid * \$4,076.00* to be paid from Account #42562-81000)
 - Agency for Health Care Administration (2nd Quarter Medicaid * \$115,521.00 * to be paid from Account #51161-82000)
 - Bryan-Co Services, Inc. – Liberty Manor Apartments (Application No. 1 * \$79,671.20 * to be paid from Account #113554-34000)
 - Bryan-Co Services, Inc. – Pine Ridge Apartments (Application No. 1 Revised * \$91,434.08 * to be paid from Account #113554-34000)
 - Bryan-Co Services, Inc. – Pine Ridge Apartments (Application No. 2 Revised * \$21,724.32 * to be paid from Account #113554-34000)
 - Bryan-Co Services, Inc. – Pine Ridge Apartments (Application No. 3 * \$3,773.60 * to be paid from Account #113554-34000)

- Invoices contd. - County Attorney Jeremy Novak – Professional Services (11/16/11-12/5/11 * \$5,452.98 * to be paid from Account #21314-31100)
- C.W. Roberts Contracting, Inc. – Cape San Blas Shared Use Path Phase 3 (Application No. 5 * \$78,922.13 * to be paid from Account #40341-53000)
 - GAC Contractors – Old Bay City Road Paving Project (Invoice #26338 * \$55,073.26 * to be paid from Account #40741-63000)
 - GAC Contractors – Iola Road Paving Project (Invoice #26350 * \$74,388.10 * to be paid from Account #40741-63000)
 - Gulf Coast Children’s Advocacy Center (November, 2011 * \$175.00 * to be paid from Account #21111-31300)
 - Rumberger Kirk & Caldwell – General Employment Matters (Invoice #766597 * \$100.00 * to be paid from Account #21111-31300)
 - Rumberger Kirk & Caldwell – General Employment Matters (Invoice #766779 * \$138.00 * to be paid from Account #21111-31300)
 - Sniffen & Spellman, P.A. – Professional Litigation Services (Invoice #7697 * \$58.04 * to be paid from Account #21111-31300)
10. Travel – Small County Coalition, Florida Association of Counties & National Association of Counties for 2012 (Board Members and County Personnel)
- Commissioner Williams - U.S. House of Representatives, Washington, DC (December 7, 2011)

(End)

SUPPLEMENTAL CONSENT AGENDA

Upon motion by Commissioner Williams, second by Commissioner McLemore, and unanimous vote, the Board approved the Supplemental Consent Agenda as follows:

1. Change Order #6 - #11 – Bryan-Co Services, Inc. – C.D.B.G.-D.R.I. Affordable Rental Housing (Liberty Manor, Limited * \$18,325.00 Addition)

2. Invoices – Bryan-Co Services, Inc. - C.D.B.G.-D.R.I. Affordable Rental Housing
 - Moss Creek Apartments (Application #2 * \$1,229.60 * to be paid from Account #113554-34000)

 - Bryan-Co Services, Inc. - C.D.B.G.-D.R.I. Affordable Rental Housing
 - Pine Ridge Apartments (Application #3 revised * \$3,733.60 * to be paid from Account #113554-34000)

 - Jordan & Associates – C.D.B.G. Grant Administration Services (Invoice #11-K15-A11 * \$2,250.00 * \$1,593.00 to be paid from Account #113538-31000 * \$434.00 to be paid from Account #113535-31000 * \$223.00 to be paid from Account #113554-31000)

 - Jordan & Associates – C.D.B.G. Grant Activity Delivery Services (Invoice #11-K15-D07 * \$7,975.85 * to be paid from Account #113554-31000)

(End)

PUBLIC HEARING – ORDINANCE – TRAFFIC SURCHARGE

Pursuant to advertisement to hold a public hearing to consider adoption of an ordinance imposing a mandatory surcharge of thirty dollars (\$30.00) on each non-criminal or criminal traffic violation in Gulf County, Florida, County Attorney Novak read the proposed Ordinance by title and called for public comment. Sheriff Nugent appeared before the Board stating traffic citations are extremely expensive and suggested the \$30.00 be added to a criminal citation instead of a non-criminal citation. Commissioner McLemore motioned to adopt the ordinance imposing the \$30.00 on criminal traffic violation citations. Commissioner Williams seconded the motion for discussion. Upon inquiry by County Attorney Novak, Chairman Yeager clarified the ordinance needs to be amended by taking out the \$30.00 surcharge on non-criminal traffic citations. Commissioner McDaniel agreed. The motion then passed unanimously. County

Attorney Novak reported that he will amend the ordinance by removing the non-criminal section, stating that Sections 1-6 will remain the same.

INVOICE – ATKINS GLOBAL – C.E.I. CAPE BIKE PATH PHASE III

Grant Writer Kopinsky requested approval of invoice #1128571 from Atkins Global for the C.E.I. on the Cape San Blas Bike Path Phase III, in the amount of \$23,544.67. Commissioner Williams motioned to approve this request. Commissioner Smiley seconded the motion and it passed unanimously.

INVOICE – AGENCY FOR HEALTH CARE ADMINISTRATION – LOW INCOME POOL (L.I.P.)

Grant Writer Kopinsky requested approval of an invoice from Agency for Health Care Administration for the 2nd Quarter payment, in the amount of \$77,464.00. Commissioner McLemore motioned to approve this request. Commissioner Williams seconded the motion and it passed unanimously.

INVOICE – C.W. ROBERTS CONTRACTING, INC. – S.C.R.A.P. GRANT

Grant Writer Kopinsky requested approval of invoice #2 from C.W. Roberts Contracting, Inc. for the S.C.R.A.P. grant, in the amount of \$435,929.84. Commissioner Williams motioned to approve this request. Commissioner McDaniel seconded the motion and it passed unanimously.

INVOICE – C.W. ROBERTS CONTRACTING, INC. – CAPE SAN BLAS BIKE PATH PHASE III

Grant Writer Kopinsky requested approval of invoice #6 from C.W. Roberts Contracting, Inc. for the Cape San Blas Bike Path Phase III, in the amount of \$280,883.67, contingent upon Atkins Global certification. Commissioner Smiley motioned to approve this request. Commissioner Williams seconded the motion and it passed unanimously.

GULF COUNTY EMERGENCY MEDICAL SERVICES – LICENSE

Gulf County E.M.S. Director Whitfield reported he received the new license from the State, stating the County is now officially one service under the name Gulf County E.M.S.

INVOICE – THOMPSON CAT – DOZIER REPAIRS

Public Works Director Danford requested approval of an invoice from Thompson Tractor for the track repairs on the dozer, in the amount of \$21,700.00, noting the original estimate was \$21,460.44. Commissioner Smiley motioned to approve this request. Commissioner McLemore seconded the motion for discussion. Upon inquiry by Commissioner McLemore concerning the repairs, Public Works Director Danford

reported on the repairs and stated the Public Works Department can perform some of the work but not all of the work. Chairman Yeager noted this was previously approved as a sole source. Upon inquiry by Commissioner McLemore concerning the possibility of our master mechanics performing this type of repair work, Public Works Danford stated the County does not have adequate equipment to do it. Public Works Director Danford stated there needs to be some discussion about the County equipment. Chairman Yeager stated he is not opposed to putting a Committee together to review this. Commissioner McDaniel inquired about the frequency of this type of repair (tract press), noting it may be cheaper to outsource the repair versus purchasing the equipment. Chairman Yeager suggested Mr. Danford put together an equipment plan to present to the Board. Upon inquiry by Commissioner McDaniel, Public Works Director Danford reported the additional cost above the estimate was due to an environmental fee. The motion then passed unanimously.

DEPARTMENT OF ENVIRONMENTAL PROTECTION – CITY WATER QUALITY

Commissioner Williams discussed the ongoing concerns both in public safety and operational cost with the water system falling under the City of Port St. Joe, stating that he requested D.E.P. attend this meeting to assure the public of the testing and regulatory compliance. D.E.P. Representative John Pope appeared before the Board and reported D.E.P. is very aware of the water quality issues the City of Port St. Joe is experiencing, stating the water leaving the plant is tested and complies with the Safe Drinking Water Act and has been tested in the distribution system for bacteria; noting it is free of bacteria. He stated it has been tested for chlorine, a disinfectant that's added to the water. He reported the water does not look very good; noting there is a massive pipe replacement that will take place next year beginning in January and they expect this to resolve, for the most part, this problem. Mr. Pope expressed his hopes of turning this around completely by the City, the County, and D.E.P. working together. Shawn Hamilton, D.E.P.'s Director-Northwest District, appeared before the Board and stated that there is obviously a lot of history here and from an environmental department perspective they stand-by and are ready to support this effort to move forward. He reported that they need to move forward with a strong communication's aspect, stating that communication channels have been setup to accomplish this mission. Commissioner Williams thanked D.E.P. for attending the meeting, stating that he has been in communication with the Health Department Administrator, Marsha Lindeman, and with citizens. Assistant Administrator Hammond noted the horrible water quality at the jail and in White City, stating that it is all plastic pipes so it is not just an issue of old lines in its entirety.

BID AWARD #1112-04 – DATA MANAGEMENT HARDWARE & SOFTWARE FOR MOSQUITO CONTROL

Mosquito Control Director Cothran recommended awarding Bid # 1112-04 for Data Management Hardware & Software for Mosquito Control to ADAPCO (the only bidder), in the amount of \$28,150.00 to be purchased from the State Grant. Commissioner Williams motioned to approve this recommendation. Commissioner Smiley seconded the motion, and it passed unanimously. Commissioner McLemore stated that Mosquito Control Director Cothran is doing an excellent job.

P.D.R.B. – VARIANCE REQUEST – KEITH VARGO

County Attorney Novak reported Planner Richardson submitted a memorandum to the Commission dated December 6th, stating it was a follow up on a variance request at Cape San Blas with regards to Keith Vargo; noting this was approved contingent upon the adjacent property owners being notified. He reported after the adjacent property owners were notified there was opposition to the variance request, and since that time there has been a recommendation to the P.D.R.B. that the variance request be denied. County Attorney Novak reported that the P.D.R.B. recommends for the variance to be denied. Commissioner McDaniel motioned to approve this recommendation. Commissioner McLemore seconded the motion, and it passed unanimously.

P.D.R.B. VACANCIES

County Attorney Novak reported the P.D.R.B. vacancies have been discussed at the last several Board meetings, stating after discussion with the Chairman and Commissioners they are going to put an application together, place it on the website, and request Planner Richardson to place it in the next P.D.R.B. meeting notice stating that we are seeking applicants to fill the vacancies. County Attorney Novak noted copies are available for anyone in the audience and requested approval of this process. Upon inquiry by Commissioner McDaniel concerning the number of vacancies, County Attorney Novak reported there is one vacancy. Commissioner McLemore motioned to approve and proceed with this process. Commissioner Smiley seconded the motion, and it passed unanimously.

S.H.I.P./WILLIAMSBURG LOTS/HABITAT FOR HUMANITY

County Attorney Novak reported he met with Michael Chaney from the Florida Housing Coalition, stating they reviewed Lots 5 and 6, Block B of Williamsburg Subdivision which were funded through S.H.I.P. funds several years ago. He noted Habitat for Humanity of Gulf County approached the County several years ago to purchase the lots with S.H.I.P. funds. He recommended the County accept the property back from Habitat for Humanity in lieu of foreclosure, as recommended by the Florida Housing Coalition; noting the Deed and Seller's Affidavit have been conditionally executed and will be recorded upon

the Board's acceptance by vote. Commissioner McDaniel motioned to approve this recommendation. Commissioner Smiley seconded the motion, and it passed unanimously.

BEASLEY ALLEN LAW FIRM – DEEPWATER HORIZON OIL SPILL

County Attorney Novak reported that he, Commissioner Williams, and Commissioner Smiley met with Brantley Frye from Beasley Allen Law Firm today concerning the B.P. claim status, stating he will discuss the matter individually with each Commissioner. He reported that Ron Jones will come down on Friday to meet with him and the Commissioners to give an update on the next three months, stating the County should have a response on their claims by the 1st or 2nd week of January.

CITY OF PORT ST. JOE – SEWER

County Attorney Novak reported the Board recently discussed the \$5.00 maintenance service fee for the grinder pumps, stating he spoke with City Attorney Tom Gibson and he reported that the fee is assessed across the board to anybody that has a grinder pump within the City or County, pursuant to City Ordinance. He reported on the tax being applied to the bills, stating he will provide a copy of the bills to City Attorney Tom Gibson for review. Upon inquiry by Commissioner Williams concerning the citizens of North Port St. Joe being charged for grinder pumps, Commissioner Smiley stated there are several citizens that have the grinder pumps in his area.

AGENT OF RECORD – PROFESSIONAL SERVICES AGREEMENT

County Attorney Novak reported he received an Agent of Record Professional Services Agreement or Proposal from the County Agent of Record Todd Torgenson, and recommended to structure the agreement for professional services on a yearly contract through August of each year. Commissioner McLemore motioned to approve this recommendation. Commissioner Smiley seconded the motion, and it passed unanimously.

DONATION – RIPARIAN COUNTY STAKEHOLDER COALITION- APALACHICOLA-CHATTAHOOCHEE-FLINT BASIN STAKEHOLDERS

Chief Administrator Butler reported David McClain of Apalachicola-Chattahoochee-Flint (ACF) Basin Stakeholders came before the Board during the budget session and requested \$5,000.00 from the Board, stating the Board agreed to place \$5,000.00 in the budget, but during the process they did not put the money in the budget. Mr. Butler recommended the Board allow him to find \$5,000.00 in the budget and pay the Riparian County Stakeholder Coalition Coordination. Commissioner Williams discussed and motioned for Chief Administrator Butler to find the \$5,000.00 in the budget and pay the Riparian County Stakeholder Coalition. Commissioner McLemore seconded the motion

for discussion. Commissioner McLemore noted he has not seen any results but agreed the Board needs to continue to support them. Chairman Yeager stated we need to make sure the other Counties are participating, and it needs to be reviewed annually. The motion then passed unanimously.

HEALTH SAVING ACCOUNT CONTRIBUTIONS

Chief Administrator Butler recommended the Board pay upfront the contributions to the employee H.S.A. accounts on a quarterly basis starting in January, going through September. Commissioner McLemore motioned to approve this recommendation. Commissioner Smiley seconded the motion, and it passed unanimously.

BID AWARD #1112-03 – COUNTY PROBATION SERVICES AND LEASE

Chief Administrator Butler recommended awarding R.F.P./Bid #1112-03 for County Probation Services to Florida Probation Services, stating only one proposal was received. Commissioner McLemore motioned to approve this recommendation. Commissioner Smiley seconded the motion for discussion. Chief Administrator Butler discussed that Florida Probation Services would like to increase the Probation rate to \$50.00 and the motion was amended to allow Chief Administrator Butler to negotiate with Florida Probation Services on the rates. Chief Administrator Butler further reported FPS would also like to negotiate their rent (lease) at the Sheriff's Sub-Station in Wewahitchka at the same rate (\$600.00 per month), and the Board agreed to allow Chief Administrator Butler to negotiate this also. The motion then passed unanimously.

SUPPLEMENTAL AGENDA/T.D.C. INVOICES

Chief Administrator Butler recommended approval of the T.D.C. invoices and future projects (Dixson & Sons-New Years Eve Shuttle Service, City of Wewahitchka – Fourth of July Fireworks, and Go Plastics-Visitor Distribution racks) as recommended by the Tourist Development Council (item #2, pages 11-12 of the Supplemental Agenda). Chief Administrator Butler stated he reviewed each one, noting there is a recommendation from T.D.C. and documentation to back these up. Upon inquiry by Commissioner McLemore, Chief Administrator Butler stated he signed off on all but three invoices but will sign off on those when the additional documentation is provided. Commissioner McLemore motioned to approve his recommendation. Commissioner McDaniel seconded the motion, and it passed unanimously, as follows:

Kerigan Marketing Associates Invoices:

- #6070: TV spots – Commercial - \$10,107.00
- #6085: PanamaCity.com Banner Ad/POJO - \$942.00
- #6092: Domain Registrations – 5 year - \$250.00
- #6097: Comcast TV spots - \$2,620.00

#6098: Tallahassee Magazine Ad - \$1,059.00
#6094: WFTV Internet Ad/POJO - \$1,550.00
#6102: Coastal Angler/Birmingham Email Blast - \$4,892.00
#6129: VisitFlorida.com Banner Ads - \$3,559.00
#6084: Dothan Magazine ½ page Ad - \$815.00
#6087: VisitFlorida eNewsletter - \$1,170.00
#6054: Forgotten Coast E-Blast - \$250.00
#6073: Nashville Magazine ½ Ad - \$747.50
#6081: Radio spots – WILN/WOCY/WOYS - \$2,002.00
#6083: Griffin Outdoor Billboards (August & September) - \$1,412.00 (subject to additional required documentation)
#6096: Griffin Outdoor Billboards (October) - \$706.00 (subject to additional required documentation)
#6101: Griffin Outdoor Billboard (November) - \$706.00, and Lamar (October and November) - \$1070.00 (both subject to additional required documentation)

Grants:

Employees Club of Wewa: Florida Catfish Classic Tournament - \$2,980.39
Dyslexia Research: Autumn Golf Scramble - \$1,678.00
St. Joseph Bay Humane Society: Bow Wow Bash - \$2,200.00
Friends of St. Joseph Bay: Bay Day Shrimp Boil - \$1,600.35

Sponsorships:

WickerBills: Saltwater Slam Event - \$1,500.00

Invoices Over \$5,000.00:

#1520: MRD Associates, Inc. – St. Joseph Peninsula Monitoring Services - \$114,793.00

Other Proposed/Just Approved:

Dixson & Sons: Shuttle service for New Years Eve Event - \$2,060.25
City of Wewahitchka: Fourth of July Fireworks - \$5,000.00
Go Plastics: Visitor Distribution Racks - \$2,461.07

BP-Other Invoices:

Patrick Ferrell: Dumpster for POJO Music Festival - \$499.50

HOWARD CREEK FIRE DEPARTMENT

Chief Administrator Butler reported he received a request from Fire Chief Billy Ray Moore of the Howard Creek Fire Department to replace a fire truck from the Division of

Forestry with another Division of Forestry truck, with no cost to the County. Mr. Butler noted the Board would insure the replacement truck and remove the one that is being returned to the State. Commissioner McLemore motioned to approve this request. Commissioner Williams seconded the motion, and it passed unanimously

COUNTY EMPLOYEES – CHRISTMAS LUNCHEON/APPRECIATION DINNER

Chief Administrator Butler requested permission for County employees to have a Christmas Luncheon at the Public Works building on December 21st at 12:00 p.m.; noting this to be an employee appreciation dinner. Commissioner McLemore motioned to approve this request. Commissioner Smiley seconded the motion, and it passed unanimously.

BURNED/DAMAGED/CONDEMNED HOUSES

Chief Administrator Butler reported on four (4) houses remaining to be removed due to health and safety issues, stating they have been condemned by the City of Port St. Joe, and requested permission to assist the City of Port St. Joe with this project (requiring less than one day's work). Commissioner Williams motioned to approve this request. Commissioner McLemore seconded the motion for discussion. Upon inquiry by Commissioner McLemore concerning who owns the property and the number of homes, Commissioner Smiley confirmed they are not owned by Realtors and there are only four (4) homes remaining. Chairman Yeager discussed the need to draft a policy to include a dollar amount, noting for the tax payers benefit, there needs to be a lien placed on the property in an effort to recover some of the costs. Commissioner McDaniel discussed property in North Gulf County and the review of a lien process. Chairman Yeager requested permission for County Attorney Novak to draft a policy to cover the costs on these projects. The motion then passed unanimously.

COUNTY VEHICLES USE– INTERNAL REVENUE REQUIREMENTS

Chief Administrator Butler discussed the requirements of the Internal Revenue to compensate for the use of County vehicles, stating the Board previously approved for County employees that worked at the old road department be allowed to ride to work in the County van until the new facility at Howard Creek was completed. He noted this is now an issue due to the Internal Revenue rules; stating someone has to pay taxes on the value of that ride. Chief Administrator Butler requested permission to work with County Attorney Novak and the Internal Revenue concerning this issue. Commissioner McLemore motioned to continue the use of providing the van, if it can be worked out, and approve Mr. Butler's request to work with County Attorney Novak and the I.R.S. on this issue. Commissioner Smiley seconded the motion, and it passed unanimously.

COMMISSIONER WILLIAMS – DEEPWATER HORIZON OIL SPILL – WASHINGTON

Chief Administrator Butler reported over the past six months Commissioner Williams has traveled to Washington in front of the House Subcommittee to talk on Gulf County and the Gulf Coast's behalf in reference to the B.P. oil spill and presented the testimony he presented to the House subcommittee. Chairman Yeager commended Commissioner Williams and noted the short and long term benefit of having a presence there. The video of Commissioner Williams testifying in Washington was presented and viewed. Commissioner Williams discussed the possible fines against B.P. and some Congressional members wanting these dollars to be placed in General Trust Fund to go against the debt. He encouraged the citizens to talk to their Congressional body in support of the passage of this bill that will keep the dollars out of the General Trust Fund.

ALLEYWAY ABANDONMENT – BEN AND KATHY HARRELL

Commissioner Williams discussed there needs to be a process for alleyway abandonment and motioned to start the process of the alleyway abandonment for Ben and Kathy Harrell (alleyway between Starfish and Tulip Avenues in Beacon Hill Subdivision-pages 89-99 of Agenda). Commissioner McLemore seconded the motion, and it passed unanimously.

S.H.I.P. – SUBORDINATION AGREEMENT - KEITH NIXON

County Attorney Novak discussed an application he received for a subordination agreement for Keith Nixon at 706 Long Avenue Port St. Joe. Mr. Novak noted the policy adopted in 2009 for subordination agreements. He also noted the Board giving himself and Chief Administrator Butler the authority to handle short sale agreements on S.H.I.P. loan properties. Having met the subordination policy requirements, County Attorney Novak recommended approval of the subordination agreement for Keith Nixon. County Attorney Novak also requested the Board give himself and Chief Administrator Butler the authority to handle all future subordination applications and agreements. Commissioner Smiley motioned to approve both recommendations from the County Attorney. Commissioner McDaniel seconded the motion, and it passed unanimously.

TOURIST DEVELOPMENT COUNCIL

T.D.C. Director Kerigan asked for clarity on payment of expenditures for normal operations of the T.D.C., and options for paying items that may come up in the interim. County Attorney Novak reported the motion from the October 31, 2011 meeting read that all T.D.C. invoices related to B.P., sponsorships of events, or grant related payments are presented before this Board in the Consent Agenda for approval. He reported in subsequent meetings the Commission requested the invoices to be submitted to Administration to make sure they were all documented and properly

invoiced. County Attorney Novak discussed the ongoing audit of the T.D.C., noting there should be policy recommendations coming before this Board by the end of December or early January 2012. County Attorney Novak stated T.D.C. Director Kerigan brought up a valid point, such as timing of marketing ads, etc. T.D.C. Director Kerigan explained that opportunities may come up between Board meetings that may be lost if he has to wait until the next available Board meeting for approval and asked for direction on how he should handle these matters. Commissioner McLemore suggested Chief Administrator Butler and County Attorney Novak make the decision on these type issues. Commissioner Williams expressed his concern that the County is paying \$5,000.00 for a forensic review of the T.D.C., stating part of what caused the problem was the need for expediting everything; noting that nothing the T.D.C. does is critical. Commissioner Williams stated the Board fixed this by making the T.D.C. meetings coincide with the Board's regular meetings and recommended to leave the process as it is until the forensic audit is complete. Commissioner McLemore responded he was only referring to emergency situations. Chairman Yeager reiterated that a policy was in place and should be followed, but directed T.D.C. Director Kerigan to bring any emergency matters to the Attorney or Chief Administrator's attention and a special meeting can be called if necessary. Commissioner McDaniel explained that normal operating expenses (electric bill, telephone, etc.) can be paid without Board approval.

USE OF COUNTY VEHICLES

Billy Moore, Chief of Howard Creek Fire Department appeared before the Board and discussed a memorandum in the Information Packet (page 1) concerning the use of County vehicles. Upon inquiry by Chairman Yeager, Chief Moore stated he objects to the policy. He reported he is a volunteer for this County and drives the fire department's van to work to be able to respond to emergencies in the Howard Creek area. At Chairman Yeager's request, Chief Administrator Butler read the memorandum concerning use of County vehicles, stating he received several complaints concerning employee use of County vehicles and confirmed there has been some abuse. Mr. Butler discussed concerns South Gulf County Fire Department had with a portion of the memo regarding First Responders. Chairman Yeager stated he supports First Responders, but issues of abuse had to be addressed. Chief Administrator Butler reported there is ongoing conversation with the Clerk's Office concerning the I.R.S. rules on use of County vehicles, stating when someone drives a county vehicle to and from home to work, the I.R.S. requires taxes be paid on the value of driving that vehicle. Commissioner McDaniel discussed trying to get all the fire departments under one umbrella, noting the need to have an accurate list of active volunteers. Chairman Yeager talked about coordination of the fire departments, equipment, properly insured volunteers; noting his desire to hire a Fire Coordinator. Upon inquiry by Commissioner McLemore concerning the response time from the Howard Creek Correction Facility,

Fire Chief Moore acknowledged he only has one family vehicle and uses the county vehicle to get to and from work. At the Commission's direction this was not allowed, Fire Chief Moore stated he would discontinue this practice.

SUPERVISOR OF ELECTIONS – VOTING PRECINCTS

Chairman Yeager brought up the issue for Supervisor of Elections concerning the Overstreet voting precinct, and requested Commissioner Williams and Commissioner McDaniel check with the Supervisor of Elections concerning this issue. Commissioner Williams reported he spoke with Mrs. Griffin noting her concern is the deadline due to the Presidential Primary. Commissioner Williams motioned to keep the voting precincts as they currently area until after the Presidential Primary due to the fact that the State has not yet approved the new Re-Districting boundaries. Commissioner McDaniel seconded the motion. Commissioner Smiley discussed the Supervisor of Elections need for a doorway to separate the early voters from the general public. Chairman Yeager stated he had also discussed this matter with Supervisor of Elections Griffin; noting the Board will continue to look into the matter. The motion then passed unanimously.

2011 CHAIRMAN

Commissioner Williams presented a plaque to Chairman Yeager in appreciation of the 2011 Chairmanship, commending him for his leadership of this Board.

BEARS

Commissioner Williams reported he received several complaints from citizens on bears in the residential areas, stating he spoke with Fish & Wildlife concerning this issue and they are going to put out a public service announcement concerning this.

CITY OF PORT ST. JOE – WATER QUALITY

Commissioner Williams discussed the issues of water quality and cost issues of the City of Port St. Joe's system. Commissioner Williams, noting the great resource on the north end of the County, requested Commissioner McLemore to work with City Manager Don Minchew from the City of Wewahitchka for some guidance.

STATE WORKFORCE BOARD

Commissioner Williams discussed his appointment to the Workforce Florida Board and the proposed legislation that may move the control of local workforce boards to the State level. Commissioner Williams requested permission to work with County Attorney Novak in adopting a proposed resolution supporting the local workforce boards. The Board voiced no objection.

APPOINTMENT – MOSQUITO CONTROL

Chairman Yeager reported that Mark Cothran has been appointed as the Northwest Florida Regional Representative to the Florida Mosquito Control Association Executive Board of Directors.

JOINT COUNTY / CITY MEETING

Chairman Yeager requested Chief Administrator Butler work with the City of Port St. Joe in scheduling the joint County / City meeting.

BEARS

Sheriff Nugent requested everyone to call the Sheriff's Office if there is a problem with bears so the complaints can be documented.

There being no further business, and upon motion by Commissioner Williams, the meeting did then adjourn at 7:36 p.m., E.T.

**WARREN J. YEAGER, JR.
CHAIRMAN**

**ATTEST:
REBECCA L. NORRIS
CLERK**