

## **PORT ST. JOE, FLORIDA**

**JANUARY 8, 2008**

### **REGULAR MEETING**

The Gulf County Board of County Commissioners met this date in regular session with the following members present: Chairman Billy E. Traylor, Vice Chairman Nathan Peters, Jr., and Commissioners Carmen L. McLemore, Bill Williams, and Jerry W. Barnes.

Others present were: County Attorney Timothy McFarland, Clerk Becky Norris, Clerk Executive Administrator Towan Kopinsky, Clerk Finance Officer Carla Hand, Chief Administrator Don Butler, Deputy Administrator Lynn Lanier, Building Official Lee Collinsworth, Emergency Management Director Marshall Nelson, G.I.S. Director Scott Warner, Grant Writer Loretta Costin, Gulf County E.M.S. Director Shane McGuffin, Human Resources Director Denise Manuel, Planner David Richardson, Assistant Planner Sarah White, Road Department Superintendent Bobby Knee, Assistant Road Department Superintendent Chris Wood, Solid Waste Director Joe Danford, and Sheriff's Office Major Bobby Plair.

Major Plair called the meeting to order at 6:00 p.m., E.T.

Commissioner Barnes opened the meeting with prayer, and Vice Chairman Peters led the Pledge of Allegiance to the Flag.

#### **2007 CHAIRMANSHIP**

Chairman Traylor discussed the Chairmanship of Commissioner Williams, stating that he had the job during a very difficult year, and commended him for his efforts. He then presented Commissioner Williams with a plaque in recognition of his service.

#### **APPROVE MINUTES**

Upon motion by Commissioner McLemore, second by Commissioner Williams, and unanimous vote, the Board approved the minutes of the December 3, 2007 Special Meeting and the December 11, 2007 Regular Meeting.

#### **CONSENT AGENDA**

Upon motion by Commissioner Williams, second by Commissioner Barnes, and unanimous vote, the Board approved the Consent Agenda items, as follows.

1. Agreement - Gulf County & Agency for Health Care Administration  
(H.C.R.A. Fund Expenses for 2007-08 \* \$36,867.00)

2. BCC Correspondence - Chairman to Governor Crist (Gulf Co. A.R.P.C. Re-Appointment - Benjamin Ranie)
3. Change Order #1 - Donnie Wayne Brake Park Fencing (A & R Fence \* Bid #0708-06 \* \$4,225.00 Increase)
4. Easement - Partial Release & Assignment (Gulf County Canal)
5. Fee Schedule Amendment - Gulf County Health Department
6. Grant Contract - Emergency Management (State Homeland Security Grant #08-DS-60-02-33-01 \* \$40,892.00)
7. Invoice - A & R Fence - Donnie Wayne Brake Park Fencing (Bid #0708-06 \* \$15,870.00 \* to be paid from Account #46472-63000)
  - Bay Medical Center - H.C.R.A. (#0726100221 \* \$240.51 / #0729500839 \* \$4,521.72 / #0731200340 \* \$120.40 / #0732000496 \* \$240.80 / 0733100409 \* \$120.40 \* to be paid from Account #51462-31500)
  - Carr, Riggs & Ingram, LLC - 2006-07 Audit Services (#20080593 \* \$12,853.00 \* to be paid from Account #21111-32000)
  - County Attorney Timothy McFarland (December, 2007 \* \$8,948.87 \* to be paid from Account #21314-31100)
  - Gulf County C.D.C. - S.H.I.P. Program Expenses (\$1,620.00 \* to be paid from Account #46355-82000)
  - M.R.D. Associates - St. Joseph Peninsula Permit Processing (#997 \* \$1,227.68 \* to be paid from Account #43137-31000)
  - Preble-Rish, Inc. - Courthouse & Jail Roof Replacement (#65456 \* \$3,529.40 \* to be paid from Account #26219-62100)
8. Refund - Land Use Change Application Fee (\$1,500.00 - David Lau)
9. S.H.I.P. - Subordination Agreement (Doran/Coastal Community Mortgage)
  - Subordination Agreement (Lyles/F.H.F.C.)
  - Subordination Agreement (Lyles/U.S.D.A. Rural Housing Service)
10. Travel - National Conf. on Preventing Crime (6/19-22/08 \* Tampa, FL)
11. Invoice - St. Joseph Bay Humane Society - Animal Control Services

(\$395.00 \* to be paid from Account #43262-82000)

(End of Consent Agenda)

### **ADVERTISE FOR BIDS OVERSTREET WATER SYSTEM**

Upon motion by Commissioner Peters, second by Commissioner Williams, and unanimous vote, the Board agreed to advertise to receive sealed bids for construction of the Overstreet Water System, as requested by Grant Writer Costin.

### **ECONOMIC DEVELOPMENT COMMITTEE (E.D.C.)**

Grant Writer Costin discussed the meeting held with the E.D.C., stating that they have agreed to (1) restructure the committee, (2) relocate to the new Welcome Center (if T.D.C. approves it, with 1 year rent-free), and (3) request that the Board allow them to keep the funds budgeted by the Board for operational expenses until they receive grant funding (they will give the Board monthly progress/accountability reports). After discussion by members of the Board, E.D.C. Chairman Jim Townsend discussed 2 companies that they are currently working with for location to Gulf County, and Commissioner Williams discussed 2 new businesses that have opened recently that were not offered incentives by E.D.C. After further discussion and upon motion by Commissioner Peters, second by Commissioner Williams, and unanimous vote, the Board agreed to allow E.D.C. to keep the County funds, contingent upon receiving the monthly reports.

### **PUBLIC HEARINGS - P.D.R.B. RECOMMENDATIONS**

The Board then considered the following recommendations from the December 18, 2007 meeting of the Planning & Development Review Board:

#### **FINAL PLAT REVISION HARBOR WALK**

Pursuant to advertisement to hold a public hearing to consider approval of a final subdivision plat revision for 7 Mile, LLC (Parcel ID #02798-035R, #02798-005R, #02798-015R, #02798-050R, #02798-001R, #02798-055R, #02798-020R and #02798-060R \* S10, T7S, R10W \* 11.62 Acres \* 22 Units), County Attorney McFarland read the public hearing notice and called for public comment. There being no public comment, Commissioner Williams motioned to approve the final plat subdivision revision for Harbor Walk, subject to all Federal, State and Local Development Regulations, both stated and unstated, as recommended by the Planning & Development Review Board. Commissioner Barnes seconded the motion, and it passed unanimously.

#### **SMALL-SCALE MAP AMENDMENT APPROVAL DIETZ**

Pursuant to advertisement to hold a public hearing to consider approval of a Small-Scale Map Amendment requested by James C. Dietz, Jr. (Parcel ID #00732-001R \* S18, T5S, R9W \* 3 Acres), County Attorney McFarland read the public hearing notice and called for public comment. There being no public comment, Commissioner Williams motioned to

approve the Small-Scale Map Amendment, changing the land use from Agricultural to Residential as recommended by the Planning & Development Review Board. Commissioner Peters seconded the motion, and it passed unanimously.

### **SMALL-SCALE MAP AMENDMENT APPROVAL BUSKENS**

Pursuant to advertisement to hold a public hearing to consider approval of a Small-Scale Map Amendment requested by Frederick & Rose Buskens (Parcel ID #03436-000R \* S33, T5S, R11W \* .50 Acres), County Attorney McFarland read the public hearing notice and called for public comment. There being no public comment, Commissioner Williams motioned to approve the Small-Scale Map Amendment, changing the land use from Residential to Mixed Commercial/Residential as recommended by the Planning & Development Review Board. Commissioner Peters seconded the motion, and it passed unanimously.

### **VARIANCE REQUEST APPROVAL GRIMES**

Pursuant to advertisement to hold a public hearing to consider a request for variance of the development regulations by James & Deborah Grimes (Parcel ID #03806-065R \* S31, T6S, R11W), County Attorney Timothy McFarland read the public hearing notice and called for public comment. There being no public comment, Commissioner Peters motioned to approve the variance request, and Commissioner Williams seconded the motion for discussion. Upon his inquiry about the details of the variance request, the second and motion were withdrawn, and the Board tabled this issue until later in the meeting.

### **SMALL-SCALE MAP AMENDMENT APPROVAL CATHEY**

Pursuant to advertisement to hold a public hearing to consider approval of a Small-Scale Map Amendment requested by William B. Cathey (Parcel ID #03488-002R \* S6, T6S, R11W \* 2 Acres), County Attorney McFarland read the public hearing notice and called for public comment. There being no public comment, Commissioner Peters motioned to approve the Small-Scale Map Amendment, changing the land use from Residential to Mixed Commercial/Residential as recommended by the Planning & Development Review Board. Commissioner Barnes seconded the motion, and it passed unanimously.

### **VARIANCE REQUEST APPROVAL GRIMES**

Upon inquiry by Commissioner Williams regarding the request for variance of the development regulations by James & Deborah Grimes (Parcel ID #03806-065R \* S31, T6S, R11W), Planner Richardson reported that they are requesting to encroach into the roadway setback, Commissioner Peters motioned to approve this variance request as recommended by the Planning & Development Review Board. Commissioner Williams seconded the motion, and it passed unanimously.

## **GULF COUNTY TRANSPORTATION COMMITTEE**

Upon request by Grant Writer Costin, Commissioner Peters motioned to allow the Gulf County Transportation Committee to meet with E.D.C. and T.D.C. to discuss new routes which should be pursued. Commissioner Williams seconded the motion, and it passed unanimously.

## **STATE HOMELAND SECURITY GRANT / A.R.P.C.**

Emergency Management Director Nelson reported that the County received a State Homeland Security Grant (in the amount of \$31,226.00), and requested permission to contract with the Apalachee Regional Planning Council to perform the training and exercise portion of the program (in the amount of \$31,226.00), and to overspend the Emergency Management budget pending receipt of the grant funds. Upon motion by Commissioner Peters, second by Commissioner Barnes, and unanimous vote the Board approved these requests.

## **E.M.S. GRANTS**

Upon request by Gulf County E.M.S. Director McGuffin, the Board agreed for him to apply for various grants (Florida Department of E.M.S., Rural, Matching, and a County grant) for E.M.S. equipment and supplies.

## **AWARD BID #0708-10 / SALE OF WETAPPO FIRE DEPARTMENT TRUCK**

Road Department Superintendent Knee reported that Steve Shiver entered a bid in the amount of \$46.95 (only bid) for sale of the 1968 Fire Truck (Tag #102567/ VIN#TM768OVD3833H) for Wetappo Fire Department. Upon motion by Commissioner McLemore, second by Commissioner Barnes, and unanimous vote, the Board agreed to accept this bid.

## **INVOICE ROAD BOND PAVING PROJECT (BID #0607-11)**

Upon recommendation by Road Department Superintendent Knee, Commissioner McLemore motioned to pay G.A.C. Contractors invoice #5338, in the amount of \$377,947.13, for work completed on the Road Bond Paving Program (to be paid from Account #41441-63000). Commissioner Peters seconded the motion, and it passed unanimously.

## **CHANGE ORDER #10 / ROAD BOND PAVING PROJECT**

Road Department Superintendent Knee reported that District 2 is over budget on the Road Bond Paving Project due to work on C. R. 5, and requested that the Board approve Change Order #10 to delete West Leary Drive and South Long Road to make up the shortfall (approval of this change order would result in a balance of \$4,483.67 for District 2). Upon motion by Commissioner Williams, second by Commissioner McLemore, and unanimous vote, the Board approved Change Order #10 (a deduction of \$61,612.76).

### **STRIPING C. R. 30**

Commissioner Barnes discussed the need for striping on C. R. 30 from Dead Man's Curve to the Franklin County line, and requested that Road Department Superintendent Knee obtain a cost estimate on this work. After discussion, members of the Board agreed to contribute to the cost from their remaining Road Bond funds, if necessary.

### **COMPREHENSIVE PLAN**

Planner Richardson reported that he has received Notices of Intent to find the Comp Plan and Capital Improvements Schedule in Compliance (in reference to the Stipulated Settlement Agreement), and the E.A.R. has also been found sufficient. Members of the Board commended Planner Richardson for his hard work on preparation of these documents.

### **LOW-INCOME POOL PROGRAM / HOSPITAL SALES TAX**

Chief Administrator Butler discussed the low-income pool in reference to the one-half cent sales tax collected for the hospital, and requested that the Chairman execute a letter requesting permission for the ½-cent Sales Tax being collected for the hospital to be included in the low-income pool program. Upon motion by Commissioner Peters, second by Commissioner McLemore, and unanimous vote, the Board approved this request.

### **PAY REQUEST AMERICUS AVENUE DITCH (BID #0708-01)**

Upon motion by Commissioner Williams, second by Commissioner McLemore, and unanimous vote, the Board approved payment of Bailey & Son's Diversified, Inc. invoice #1808 (in the amount of \$29,148.75) for the Americus Avenue Ditch project (to be paid from Account #41441-63000), as recommended by Chief Administrator Butler.

### **BIDS MOSQUITO CONTROL BUILDING INTERIOR COMPLETION (#0708-08)**

Upon motion by Commissioner McLemore, second by Commissioner Williams, and unanimous vote, the Board agreed to extend the receiving date for the bids for completion of the interior of the Mosquito Control Building to January 18, 2008 at 4:30 p.m., E.T.

### **SACRED HEART HOSPITAL CONSTRUCTION**

Chief Administrator Butler reported that there will be a meeting between the Contractor for the new Sacred Heart Hospital (Green Hut) and all local contractors on Thursday, January 10, 2008 at 1:00 p.m., E.T. to discuss the use of local contractors and sub-contractors on this job.

### **911 DEPARTMENT**

Chief Administrator Butler requested that the 911 Department be allowed to purchase a truck from D.R.I. funds through the Sheriff's Association State Contract. Upon motion by Commissioner Williams, second by Commissioner Barnes, and unanimous vote, the Board

approved this request.

### **FIRE DEPARTMENTS / STIPENDS**

Chief Administrator Butler recommended that the Board allow each fire department to have dinners twice per year (not to exceed \$600.00 each), with the payment to come from Fire Department funds (in lieu of paying stipends). After discussion regarding a flat rate per fire attended, clothing allowances, etc., Commissioner Williams motioned to allow the fire departments for pay for their Christmas/Employee Appreciation Dinners held in December, 2007 (not to exceed \$500.00 each) from Fire Department funds. Commissioner Peters seconded the motion, and it passed unanimously. Commissioner Williams stated that he will continue to work on the stipend issue and bring a recommendation back to the Board.

### **WATER ALLOCATION / APALACHICOLA-CHATTAHOOCHEE-FLINT RIVERS**

Commissioner Williams discussed the ongoing "water war" regarding the A-C-F River System, and requested permission to submit a letter to the Governor to request that the Board be recognized as members in this issue to that we can obtain vital information. Upon motion by Commissioner McLemore, second by Commissioner Williams, and unanimous vote, the Board approved this request.

### **T.D.C. DONATION FLORIDA BASS ASSOCIATION**

Commissioner Williams reported that the Florida Bass Association would like to hold a bass tournament in June or July, but they missed the T.D.C. application process for funding. He then motioned that the Board allow him to approach the T.D.C. to request funding for this tournament. Commissioner Peters seconded the motion, and it passed 4-0, with Commissioner McLemore abstaining due to involvement in the tournament.

### **WASTE MANAGEMENT RATES**

Commissioner Williams discussed the proposed rate increases for garbage collection for 2008, and requested that this topic be placed on the special meeting for January 14<sup>th</sup> to discuss mandatory pickup or other ways to reduce these costs.

### **AMERICUS AVENUE DITCH PROJECT / ROAD BOND PROGRAM**

Commissioner Williams discussed the progress of the Americus Avenue Ditch project, stated that they are looking at the stormwater outlet and ways to prevent backflow.

### **NEIGHBORHOOD WATCH PROGRAM**

Commissioner Williams discussed a Neighborhood Watch meeting to be held on January

22, 2008 for residents of Beacon Hill, St. Joe Beach and Highland View.

### **BUDGET**

Commissioner Peters wished everyone a Happy New Year, and discussed that the Board main emphasis this year will be on the budget. He stated that the Maintenance Department may be able to place timers on the lights and pumps at the Parks to save money, and this should be discussed at the special meeting on January 14<sup>th</sup>. Deputy Administrator Lanier stated that the cost of the timers would be \$1,500.00, and they could only be placed at the Honeyville and Donnie Wayne Brake Parks.

### **GRAND OPENING - WASHINGTON MUSEUM**

Commissioner Peters reported that the Grand Opening of the Washington Museum will be on January 21, 2008 at 1:00 p.m., E.T., and invited everyone to attend.

### **BEACH NOURISHMENT PROJECT (BID #0607-34)**

Upon inquiry by Commissioner Barnes, Chief Administrator Butler reported that there will be a pre-construction conference held tomorrow (January 9<sup>th</sup>), and the Contractor is scheduled to be on-site in a couple of weeks. County Attorney McFarland stated that if everything goes well there should be sand on the beach by the end of February.

### **HOWARD CREEK FIRE DEPARTMENT / GRANT**

Commissioner McLemore presented a grant check to H.C.F.D. Chief Billy Moore, in the amount of \$199,500.00 (requires a \$10,500.00 match), and thanked Grant Writer Costin for her assistance in obtaining this \$210,000.00 grant.

### **BUDGET ISSUES / COUNTY POLICIES**

Commissioner McLemore discussed the County's budget situation, and motioned that the Board discontinue allowing County vehicles to be driven home by employees. Commissioner Peters seconded the motion, and it passed unanimously.

Commissioner McLemore also motioned that time worked will begin when employees clock-in and will end when they clock-out (they will not be paid for travel time to and from work). Commissioner Williams seconded the motion, and it passed unanimously. The Board requested that Chief Administrator Butler distribute a memo outlining these changes in Board policy.

### **WATER SYSTEM OVERSTREET**

Chairman Traylor discussed the possibility of the City of Port St. Joe sending out information regarding rates, etc. for the new water system in Overstreet. After discussion,

Grant Writer Costin stated that questions regarding this system can be directed to her office. Commissioner Williams also discussed the possibility of holding a community meeting with all entities involved to discuss the issue.

### **“NO WAKE” SIGNS**

Upon inquiry by Chairman Traylor, Commissioner Williams reported that he and Road Department Superintendent Knee will be using his boat to place the “No Wake” signs at Overstreet, Highland View and White City.

### **HOSPITAL MEETING**

Jim Townsend discussed that he was unaware of the meeting with the local contractors and Green Hut regarding construction of the hospital, and discussed the possibility of communicating with the local contractors to make sure they are aware of the meeting. Chairman Traylor stated that these contacts were made today.

There being no further business and upon motion by Commissioner McLemore, the meeting did then adjourn at 6:50 p.m., E.T.

**BILLY E. TRAYLOR**  
**CHAIRMAN**

**ATTEST:**

**REBECCA L. NORRIS**  
**CLERK**