

**DECEMBER 18, 2014**

**PORT ST. JOE, FLORIDA**

**SPECIAL MEETING**

The Gulf County Board of County Commissioners met this date in special session with the following members present: Chairman Ward McDaniel, Vice Chairman Carmen L. McLemore, and Commissioners Sandy Quinn, Jr. and Warren J. Yeager, Jr. <Commissioner Joanna Bryan was absent.>

Others present were: County Attorney Jeremy Novak, Clerk Rebecca L. Norris, Clerk Finance Officer Sherry Herring, Deputy Clerk Leanna Roberts, Chief Administrator Don Butler, Assistant Administrator Michael L. Hammond, Deputy Administrator Lynn Lanier, Deputy Administrator Brett Lowry, Building Inspector George Knight, Central Services Director Denise Manuel, Grant Coordinator Towan Kopinsky, Mosquito Control Director Mark Cothran, Public Works Director Joe Danford, T.D.C. Executive Director Jennifer Jenkins, and Veterans' Service Officer Joe Paul.

Chairman McDaniel called the meeting to order at 8:31 a.m., E.T.

**UNION / CONTRACT NEGOTIATIONS**

Chief Administrator Butler discussed the Union negotiations regarding the proposed three (3) year contract; reporting that the Shop Coordinator topic was not agreed upon during negotiations and requested that the Board hold a special meeting with the Union Representative to discuss this topic further. After discussion by Chief Administrator Butler, Chairman McDaniel discussed his concerns regarding the Union negotiations and the position of Shop Coordinator. Upon inquiry by Commissioner Yeager, Chief Administrator Butler reported that all of Public Works employees (non-management) fall in the bargaining unit. Upon inquiry by Commissioner Yeager, Central Services Director Manuel reported that seventeen (17) members pay Union dues. After discussion by Chief Administrator Butler, Commissioner Yeager motioned to approve all items approved by both parties (County and the Union) under the Union Contract. Commissioner Quinn seconded the motion. Chairman McDaniel called for public comment. There being no public comment, the motion passed unanimously (4-0). Clerk Norris stated that it will take some time in implementing the annual leave changes.

**NON BARGAINING UNIT PERSONNEL POLICY**

Upon recommendation by Chief Administrator Butler, Commissioner Yeager motioned to approve the same accrual rate as the bargaining unit employees for the non-bargaining unit employees. Commissioner Quinn seconded the motion. Chairman McDaniel called for public comment. There being no public comment, the motion passed unanimously (4-0).

### **COUNTY ADMINISTRATOR AUTHORITY**

Chief Administrator Butler read a proposed county administrator contract and invoice authority policy. Upon inquiry by Commissioner Yeager, Clerk Norris reported that once a contract is approved by the Board, invoices do not come back before the Board for payment approval. Upon inquiry by Commissioner McLemore, Chief Administrator Butler reported that when he is not in the office (vacation, sick leave, etc) that Michael Hammond is the County's Administrator. Commissioner McLemore motioned to adopt the County Administrator Contract and Invoice Authority Policy. Commissioner Yeager seconded the motion. Chairman McDaniel called for public comment. There being no public comment, the motion passed unanimously (4-0).

### **COUNTY ATTORNEY**

Chief Administrator Butler presented to the Board a proposed county attorney contract; reporting this proposed contract is for four (4) years. He discussed items within the proposed contract: (1) the retainer fee remains the same; (2) an increase, in the amount of \$1,785.00 with a 2% increase every year for operational costs; (3) re-districting process and county-wide voting issues will be under the retainer fee; (4) Section C added. Upon recommendation by Chief Administrator Butler, Commissioner McLemore motioned to approve the Professional Services Agreement – Addendum with Jeremy T. M. Novak, ESQ., of Novak Law Group, PLLC. Commissioner Yeager seconded the motion. Chairman McDaniel called for public comment. There being no public comment, the motion passed unanimously (4-0).

### **CONTRACT RENEWALS**

Chief Administrator Butler stated that being that the Board approved the County Administrator Contract and Invoice Authority Policy there is no need to discuss Item D (contract renewals) from the Agenda.

Chairman McDaniel called for public comment. There was no public comment.

### **COUNTY ADMINISTRATOR AUTHORITY**

Commissioner Yeager discussed the changes that are coming regarding Five Points Landfill and the transfer station; stating that these changes need to get out to the public. Commissioner McLemore discussed his concerns with Waste Pro regarding complaints he had received; stating that Waste Pro needs to be contacted. Assistant Administrator Hammond reported that Waste Pro will take control January 2, 2015; noting the price quoted (waste services) at the last meeting was correct. After Board discussion, Chief Administrator Butler stated he would make contact with Waste Pro. County Attorney Novak reported that the billing amount will be \$21.25 which includes yard debris pickup; noting it will be on the County's Website referencing Waste Pro's contact information. He reported that Five Points Landfill will be closing on January 1, 2015 and Waste Pro will operate the transfer station. After discussion by Commissioner McLemore, Chairman McDaniel discussed the Waste Pro billing process and yard debris pickup.

There being no further business, and upon motion by Commissioner McLemore, second by Commissioner Yeager, and unanimous 4-0 vote, the Board did then adjourn at 9:14 a.m., E.T.

**WARD MCDANIEL  
CHAIRMAN**

**ATTEST:**

**REBECCA L. NORRIS  
CLERK**