

**Nassau County of County Commissioners
Special Session, September 6, 2017, 10:00 a.m.
Commission Chambers, 96135 Nassau Place, Yulee, Florida**

Call to Order.

Commissioners:

Present: Chairman Daniel B. Leeper, Commissioners Steve W. Kelley, George Spicer, Justin Taylor, and Pat Edwards.

Other Official Present: Michael S. Mullin, County Attorney; and Shanea Jones, County Manager.

Staff Present: Justin Stankiewicz, Office of Management and Budget; Scott Herring, Public Works Director; Taco Pope, Planning and Economic Opportunity Director; and representing the Clerk's office Peggy Snyder, Deputy Clerk.

Purpose: Discussion of preliminary preparations related to Hurricane Irma.

Audience Input:

None.

Discussion

SS170906 - 10:02:27

Discussion: Billy Estep, Emergency Management Director, provided the most current briefing for Hurricane Irma from the National Hurricane Center. Regarding communications, Mr. Estep advised that the Emergency Operations Center (EOC) will be answering telephone calls and updating social media sites.

The following representatives came forward to explain how their departments are readying for Hurricane Irma: Jeffrey Bunch and Kevin Burnette, Nassau County School Board; Sheriff Bill Leeper; Michael Hickox, Property Appraiser; and Fire Chief Rigdon. In addition, a representative from Florida Public Utilities came forward to advise that they have activated their emergency plans. Janice Ancrum, Director of the Council on Aging, discussed transporting of

senior citizens and other residents; and Mr. Herring explained the process for obtaining sandbags.

SS170906SS - 10:27:02

Discussion: Mr. Mullin provided the Board with the Governor's Declaration of a State of Emergency followed by the County's proposed Declaration of a State of Local Emergency.

Motion: Approve the resolution for the Declaration of a State of Local Emergency from September 6, 2017 through September 12, 2017 and authorize the Chairman to sign Resolution 2017-128 regarding same.

Maker: Commissioner Spicer

Second: Commissioner Taylor

Action: Aye: Commissioners Kelley, Spicer, Taylor, Edwards, and Leeper

Follow up: County Attorney, County Manager, EOC Director, Public Works Director, OMB, Finance

SS170906SS - 10:27:12

Discussion: Ms. Jones distributed a contract for Disaster Debris Monitoring Services. The County has a contract with O'Brien's Response Management, LLC from August 2013 which is piggybacked off the City of Fernandina Beach which allows two additional extensions of one year each if agreed to. The request is to extend this contract in order for the County to be prepared for debris cleanup after Hurricane Irma as needed. Chairman Leeper requested that the County Manager reach out to contractors and builders to secure any loose items on site.

Motion: Approve Amendment No. 3/ Third Extension to the contract with O'Brien's Response Management, LLC for Disaster Debris Monitoring Services from August 22, 2017 through December 25, 2017 and authorize Chairman to sign Contract No. CM1997-A3 regarding same.

Maker: Commissioner Edwards

Second: Commissioner Spicer

Action: Aye: Commissioners Kelley, Spicer, Taylor, Edwards, and Leeper

**Follow up: Public Works, County Manager, Facilities
Maintenance, Road and Bridge, OMB, Finance,
Contract Management**

SS170906SS - 10:27:58

Discussion: Ms. Jones distributed a copy of Revisions to Policies and Procedures, Section 8, Policy 8.10 of the Employee Policy and Procedures Manual relating to work and compensation during emergencies or disasters. On page 2, the only change is under Essential Employees. The request is to strike "below Department Head level" from that paragraph in order for the department heads to be included in this compensation.

Motion: Approve revision to the Employee Policy and Procedures, Section 8, Policy 8.10, Work and Compensation during Emergencies or Disasters, striking "below Department Head level" under Essential Employees in order for the Department Heads to be included in this policy.

Maker: Commissioner Edwards

Second: Commissioner Spicer

Action: Aye: Commissioners Kelley, Spicer, Taylor, Edwards, and Leeper

Follow up: Human Resources, Finance, OMB

Ms. Jones explained that if the Board determines that Monday's meeting needs to be delayed or cancelled, she will get that information out as soon as possible. In addition, she explained that at 1:00 p.m. today there is a mandatory department head meeting in the County Manager's office to discuss with all the departments where they are in their preparations and what to do with the buildings, generators, fuel, etc. She will provide summary information via email.

There being no further business, the special session of the Nassau County Board of County Commissioners adjourned at 10:33 a.m.

Daniel B. Leeper, Chairman

Attest:

John A. Crawford, Ex-Officio Clerk