

**CITY OF WEWAHITCHKA  
BOARD OF CITY COMMISSIONERS  
SENIOR CITIZEN BUILDING  
314 N 3rd STREET  
REGULAR MEETING  
May 25, 2023  
6:00 PM**

The City Commission met on this date, May 25, 2023 at 6:00 P.M. at the Senior Citizen Building, 314 N. 3rd St, Wewahitchka, Florida. **Mayor Gaskin** called the meeting to order, **Sheriff Harrison** lead a prayer and everyone said the Pledge of Allegiance.

**Attendance**

Mayor Gaskin  
Commissioner Paul  
Commissioner Cox

**Public**

Hunter Baumgardner  
Ray Greer  
Tom Wynn  
Chris Wynn  
Gene Hanlon  
Chuck Johnson  
Wendy Weitzel  
Linda Rocher Davis

**Attorney**

Michelle Jordan

**City Manager**

Michael Gortman

**City Clerk**

Rachel Jackson

**City Finance Director**

Brittney Proctor

**City Superintendent**

Chipper Wade

**City Parks & Rec Director**

David Paul

**City Finance Clerk**

Misty Robbins

**City Utility Billing Clerk**

Jennifer Wright

**Sheriff**

Mike Harrison

**Approval of Agenda**

**Commissioner Cox** made a motion to approve the agenda, **Commissioner Paul** seconded the motion. Motion carried 3-0.

**Approval of Minutes**

**Regular Commission Meeting 5/3/2023** – **Commissioner Paul** made a motion to approve the 5/3/2023 regular commission meeting minutes. **Commissioner Cox** seconded the motion. Motion carried, 3-0.

**Mayor Gaskin** recessed the regular meeting and called the public hearing to order at 6:05 pm.

**REGULAR MEETING**  
**May 25, 2023 @ 6:00 pm**  
**Public Hearing**  
**Page 2**

**Public Hearing**

**Ordinance 2023-1222L – Comprehensive Plan** (1<sup>st</sup> Reading & Public Comment)

**Mayor Gaskin** discussed the comprehensive plan and asked **City Clerk Rachel Jackson** to read Ordinance 2023-1222L by title. **City Clerk Rachel Jackson** read Ordinance 2023-1222L by title.

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF WEWAHITCHKA, SPECIFICALLY CITY-INITIATED TEXT AND MAP AMENDMENTS TO (1) UPDATE THE GOALS, OBJECTIVES AND POLICIES OF THE FUTURE LAND USE, TRANSPORTATION, HOUSING, INFRASTRUCTURE, CONSERVATION, RECREATION AND OPEN SPACE, INTERGOVERNMENTAL COORDINATION, PUBLIC SCHOOL FACILITIES, AND CAPITAL IMPROVEMENTS ELEMENTS OF THE COMPREHENSIVE PLAN, (2) CREATE A PRIVATE PROPERTY RIGHTS ELEMENT OF THE COMPREHENSIVE PLAN, (3) TO UPDATE THE FUTURE LAND USE MAP SERIES OF THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE.

Following reading, **Mayor Gaskin** asked if there was anyone in the public that would like to comment on the ordinance.

**Ray Greer** stated that the board would need to vote to transmit to the state. **City Clerk Rachel Jackson** stated they would vote following the public hearing when the regular meeting resumed.

**Ordinance 2023-1223L – 2023 Election Ordinance** (Final Reading & Public Comment)

**City Clerk Rachel Jackson** discussed the election ordinance. **Mayor Gaskin** asked **City Clerk Rachel Jackson** to read the ordinance by title. **City Clerk Rachel Jackson** read

ORDINANCE NO. 2023-1223L

AN ORDINANCE OF THE CITY OF WEWAHITCHKA PROVIDING FOR A CITY ELECTION, PROVIDING FOR QUALIFYING DATES AND A QUALIFYING FEE, DESIGNATING POLLING PLACE(S), AUTHORIZING THE APPOINTMENT OF ELECTION OFFICERS, STATING WHO MAY VOTE, PROVIDING FOR VOTE BY MAIL BALLOTS, PROVIDING FOR THE APPOINTMENT OF A CANVASSING BOARD AND PROVIDING FOR AN EFFECTIVE DATE.

Following reading, **Mayor Gaskin** asked if there was any public comment. There was no public comment. At 6:10 pm **Mayor Gaskin** adjourned the public hearing and resumed the regular meeting.

**Public Recognition**

**Mayor Gaskin** asked if there was anyone in the public that was not on the agenda that would like to speak. **Linda Davis** provided an update from Ann Johnson with the Historical Society. **Mrs. Davis** stated the Wewahitchka Historical society would like to restore the

## REGULAR MEETING

May 25, 2023 @ 6:00 pm

Public Recognition cont'd....

Page 3

cemetery at lola; so they went before the Gulf County Board of County Commissioners to request the commissioners allow the County Attorney to write a letter to Teal Timber LLC regarding access to the cemetery at lola to clear the growth and locate and restore grave markers. **Mrs. Davis** stated all of the County Commissioners were in favor and

supportive of their efforts, and agreed to have the county attorney draft a letter to the timber company.

**Mrs. Davis** stated the Wewahitchka Historical society founded in June 2021, they are trying to become a non-profit and are trying to grow their membership, she brought a membership form and asked **City Clerk Rachel Jackson** to make copies and give to commissioners to consider joining the historical society.

**Mrs. Davis** also provided an update from a meeting she and Ann Johnson attended at the Bay County Historical Society regarding the history of Wewahitchka.

**Tom Wynn** stated he went to Calhoun County looking for plat maps for Wewa, someone said that they were found in the attic of the Calhoun County Courthouse, but were water damaged. They said they carried them to Gulf County. Gulf County said that they didn't have them, however they later learned that Gulf County Clerk of court has the plat maps and they are available to view at the Gulf County Clerk's office.

### Agenda

**1. Ordinance 2023-1222L – Comprehensive Plan – City Clerk Rachel Jackson** stated that the planning board met on May 2, 2023 and voted to recommend the board transmit the comprehensive plan to the state. Following discussion, **Commissioner Cox** made a motion to allow the comprehensive plan to be submitted to the state and to approve the 1<sup>st</sup> reading of Ordinance 2023-1222L. **Commissioner Paul** seconded the motion. Motion carried, 3-0.

**2. Ordinance 2023-1223L – 2023 Election Ordinance – Commissioner Paul** made a motion to adopt 2023 Election Ordinance 2023-1223L. **Commissioner Cox** seconded the motion. Motion carried, 3-0.

**3. Library Cleaning Agreement – City Clerk Rachel Jackson** stated that the Friends of the Library and the cleaning contractor signed the agreement for cleaning services at the library and asked that the board approve the agreement. **Mayor Gaskin** asked who would be paying for the cleaning services. **City Clerk Rachel Jackson** stated the Friends of the Library would be paying for the services. Following discussion, **Commissioner Paul** made a motion to approve the cleaning agreement. **Commissioner Cox** seconded the motion. Motion carried, 3-0.

**REGULAR MEETING**  
**May 25, 2023 @ 6:00 pm**  
**Approval of Bills**  
**Page 4**

**Approval of Bills**

1. **Fisher's** – Moved to regular bills
2. **Charlie Pettis Pest Services** – Moved to Regular Bills
3. **Wewa Outdoors** – Unable to approve due to absence of **Commissioners' Fisher and Pettis**
4. **Regular Bills** – Following review, **Commissioner Cox** made a motion to approve payment of Fisher's bills from 5/3/2023 meeting (\$708.80), Fisher's current 5/25/23 bills (\$452.85), Pettis Pest Services (\$90.00), Regular(\$136,343.54), Re-occurring (\$57,305.81), and additional bills (\$76,209.59). **Commissioner Paul** seconded the motion. Motion carried 3-0.

**Old Business/Open Items**

**1. Fire station/old City Hall**

(Original Substantial Completion Date 9/4/21, Original Work Completion Date 10/11/21)

(Change Order #3-7/29/21-Changed Substantial Comp. Date 11/17/21, Work Completion Date 12/25/21)

**CHANGE ORDER #4-10/28/21 – SUBST. COMPLETION DATE 12/9/21, WORK COMPLETION DATE 1/15/22**

**City Attorney Michelle Jordan** stated that since last written update the surety has requested to amend complaint against the city, however it does not make substantial difference. We are now looking at September for mediation.

2. **Delinquent Utility Bills** – None
3. **Water Losses** – None
4. **SEWER INFILTRATION AND INFLOW** – None
5. **Ray Dickens Fish Fry for the Sr. Citizens (October 6, 2023)** – None
6. **Lift Station** – **City Engineer Hunter Baumgardner** provided an update on the lift station projects. He stated at the last meeting the board signed the Notice of Acceptability for Lift Station # 3. The as built surveys have come back, and the contractor has submitted the final pay request for lift station #3 in the amount of \$90,245.50. Following discussion, **Commissioner Paul** made a motion to approve payment of the final pay request on lift station 3 to North Florida Construction in the amount of \$90,245.50. **Commissioner Cox** seconded the motion. Motion carried 3-0.
7. **Overtime Report broken down by pay periods** – None

**REGULAR MEETING**

**May 25, 2023 @ 6:00 pm**

**Open Items cont'd....**

**Page 5**

- 8. County LDR – Engineer Hunter Baumgardner** said once the comp plan is accepted by the state and finalized the LDR's can be finished.
- 9. Employee Water/Sewer License Testing – City Manager Michael** said Kyle and Blake are working on them and we are waiting on DEP to schedule David's. **Mayor Gaskin** said to put specifics on open items list.
- 10. Senior Building – City Parks and Rec Director David Paul** stated there are a few few repairs to do before hurricane season such as replacing cracked windows.
- 11. Cemetery Committee & Buckhorn Decorative Fencing – None**

**Other Comments**

**City Attorney Michelle Jordan – None**

**City Manager Michael Gortman – None**

**City Parks and Rec Director David Paul – None**

**City Superintendent Chipper Wade – None**

**Sheriff Mike Harrison – None**

**City Engineer Hunter Baumgardner – Stated** on the water line project we're are still going through the environmental review, we are supposed to have a meeting with DEO next week to get some questions answered, we are expecting about 3 months until we're ready to bid.

Waste water city has been working on uncovering manholes

Storm Sewer taking notice of damaged infrastructure throughout the city and storm sewer inlets.

**Commissioner Cox** asked how many of the manholes had been uncovered? **City Manager Michael Gortman** stated they just started them this week so not many has been completed yet.

**City Finance Director Brittney Proctor – Stated** this is her last meeting in person

**City Clerk Rachel Jackson – Stated** that **Carol Wood** with the Presbyterian Church requested a letter of support for a grant that they are applying for to help restore the church. Following discussion, **Commissioner Cox** made a motion to approve the letter of support. **Commissioner Paul** seconded the motion. Motion carried, 3-0.

**City Finance Clerk Misty Robbins – None**

**City Utility Billing Clerk Jennifer Wright – None**

**REGULAR MEETING**  
**May 25, 2023 @ 6:00 pm**  
**Mayor/Commissioners' Comments cont'd....**  
**Page 6**

**Mayor/Commissioners' Comments**  
**Commissioner Cox – None**

**Commissioner Paul – None**

**Mayor Gaskin – None**

**Adjournment**

**Commissioner Cox** made a motion to adjourn at 6:49 pm. **Commissioner Paul** seconded the motion. Motion carried 3-0.

**CITY OF WEWAHITCHKA**



---

**Phillip Gaskin, Mayor**

**ATTEST:**



---

**Rachel Jackson, City Clerk**

