

**CITY OF WEWAHITCHKA  
BOARD OF CITY COMMISSIONERS  
SENIOR CITIZEN BUILDING  
314 N 3rd STREET  
REGULAR MEETING  
November 30, 2023  
6:00 PM**

The City Commission met on this date November 30, 2023 at 6:00 P.M. at the Senior Citizen Building, 314 N. 3rd St, Wewahitchka, Florida. **Mayor Gaskin** called the meeting to order, and asked **Sheriff Harrison** to lead a prayer and everyone said the Pledge of Allegiance.

**Attendance**

Mayor Gaskin  
Commissioner Fisher  
Commissioner Cox  
Commissioner Paul  
Commissioner Pettis

**City Manager**

Michael Gortman

**City Attorney**

Michelle Jordan

**City Superintendent**

Chipper Wade

**City Clerk**

Rachel Jackson

**City Finance Director**

Brittney Proctor

**City Finance Clerk**

Misty Robbins

**City Parks & Rec Director**

David Paul

**Sheriff**

Mike Harrison

**Public**

Ann Johnson  
Tom Wynn  
Hunter Baumgardner  
Cindy Dunn  
Steve Marble  
James Jackson  
Eddie Fields  
Annie Williams  
Ida Porter  
Renece Gainer

**Approval of Agenda**

**Commissioner Cox** made a motion to approve the **Commissioner Paul** seconded the motion. Motion carried 5-0.

**Approval of Minutes**

**Commissioner Pettis** made a motion to approve Regular Meeting 10/26/23 minutes. **Commissioner Cox** seconded the motion. Motion carried 5-0.

**Public Recognition**

**Cindy Dunn** – Stated she has been a resident of Wewa since 2006, has recently become involved with friends of the library. They asked that she come tonight and provide and update about what they are doing at the library. **Ms. Dunn** provided and discussed a

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Public Recognition cont'd....

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statistic report regarding the improvements of the library, including the pre-kindergarten literacy program. Following the update, **Mayor Gaskin** thanked **Ms. Dunn** for the update and all the work they are doing.

**Eddie Fields – Executive Director of the Senior Citizens Center**, introduced staff from the senior citizens center and provided an update on the senior center. **Mr. Fields** stated the center has grown from about 7 to 28 and is moving along very well. **Mr. Fields** discussed Liberty County wanting to get the Senior building. He also discussed grant funding and issues that they are having with Liberty County. Following discussion, the board stated that Liberty County will not be getting the building.

### Agenda

1. **2022-2023 Budget Amendment – City Finance Director Brittney Proctor** led a detailed discussion regarding the budget amendment. She stated that it is a reduction overall, the main reason we are doing it is because of the lawyer fees from the fire station law suit and for the park improvements.

Following discussion, **Commissioner Pettis** made a motion to table the budget amendment to allow time for additional review. **Commissioner Fisher** seconded the motion. Motion carried 5-0.

### Approval of Bills

1. **Fisher's** – Following review, **Commissioner Paul** made a motion to approve payment of Fisher's Building Supply invoices (\$265.34). **Commissioner Pettis** seconded the motion. Motion carried 4-0, with **Commissioner Fisher** abstaining due to conflict of interest.
2. **Charlie Pettis Pest Services** – Following review, **Commissioner Fisher** made a motion to approve payment of Charlie Pettis Pest Services invoice (\$90.00). **Commissioner Paul** seconded the motion. Motion carried 4-0, with **Commissioner Pettis** abstaining due to conflict of interest.
3. **Regular Bills** – Following review of the bills, **Commissioner Cox** made a motion to approve payment of the regular bills (\$19,066.28) Re-occurring bills (\$46,090.16) and additional bills (\$45,032.60) **Commissioner Pettis** seconded the motion. Motion carried 5-0.

### 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** discussed the invoice from mediation.

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**Old Business/Open Items cont'd....**

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**Mayor Gaskin** suggested the board consider putting the funds received from the fire station settlement into CD's until they are ready to be expended. Following discussion, the board instructed **City Clerk Rachel Jackson** to research CD interest rates and provide information at a later date.

- 2. Delinquent Utility Bills – None**
- 3. Water Losses – City Superintendent Chipper Wade** stated they are working on them. **Mayor Gaskin** asked about leak near sewer plant. **City Superintendent Chipper Wade** stated we will have to do boil water notice for that. **Mayor Gaskin** said to get it done.
- 4. SEWER INFILTRATION AND INFLOW – City Superintendent Chipper Wade** stated we have to start smoke testing.
- 5. Ray Dickens Fish Fry for the Sr. Citizens (October 4, 2024) – None**
- 6. Lift Station – City Engineer Hunter Baumgardner** stated they have a new ship date for the lid and control panel. It has moved up to December 8<sup>th</sup>, instead of December 18<sup>th</sup>.
- 7. Overtime Report broken down by pay periods – Mayor Gaskin** stated we need to tighten up on OT, discussed a log for call outs. He stated whoever calls in needs to leave name and phone number so that **City Manager Michael Gortman** can follow-up and verify the call outs.
- 8. LDR's – City Engineer Hunter Baumgardner** stated they have been submitted to the stated, but said we haven't gotten them back yet.
- 9. Employee Water/Sewer License Testing – City Manager Michael Gortman** provided an update on the water/sewer license testing:
  - Kyle Whitfield – working on them, turned in 2 tests
  - David Paul – went and took test and came up short, will take it again
  - Blake Gilmore – Blake finished first book and has one more to do. Doesn't have test results back yet.
- 10. Senior Building – City Manager Michael Gortman** stated we have both windows in and still have to get back porch enclosed. **City Parks and Rec Director David Paul**, stated we need to decide what we want to finish the outside with because we have 3 different types of material outside now.
- 11. Cemetery Committee & Buckhorn Decorative Fencing – None**

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### **Other Comments**

**City Attorney Michelle Jordan – None**

**City Manager Michael Gortman –** Stated we have had people spinning out at TL James Park and tearing up the grass. It has happened 2 times in last couple of weeks. We would like to put a gate up to stop it. Following discussion, the board instructed **City Manager Michael Gortman** to have a gate put up.

**City Manager Michael Gortman** stated Ponce de Leon has 55 Christmas lights that they are willing to sell to us. Following discussion, **Commissioner Cox** made a motion to purchase the 55 Christmas lights from Ponce de Leon. **Commissioner Paul** seconded the motion. Motion carried 5-0.

**City Superintendent Chipper Wade – None**

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

**Sheriff Harrison –** provided an update on the Christmas drive for kids, **Sheriff Harrison** stated there are 305 kids that have been signed up for toy requests, over half in Wewa. **Mayor Gaskin** asked how do they raise the money for that? **Sheriff Harrison** said money is raised through Coastal Community Association, Lions Club, and the Sheriff's Office employee donations. Monetary donations can be made to the GCSO charity funds and Southern Styles is accepting unwrapped toys through December 8<sup>th</sup>.

**City Engineer Hunter Baumgardner –** Stated the survey has been ordered for the waste water project, should be back with the next couple of months.

**City Finance Director Brittney Proctor – None**

**City Finance Clerk Misty Robbins – None**

**City Clerk Rachel Jackson –** Stated the December meeting is scheduled for the 28<sup>th</sup> and asked does the board want to keep it the same or change it. After discussion, the board decided to keep the meeting scheduled for December 28<sup>th</sup>.

### **Mayor/Commissioners' Comments**

**Commissioner Cox – None**

**Commissioner Paul –** asked about naming the fire station would like to name it after **Mayor Gaskin**. Following discussion, the board agreed to discuss it further at workshop.

**Commissioner Pettis – None**

**Commissioner Fisher – None**

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**Mayor/Commissioners' Comments cont'd....**

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**Mayor Gaskin** – stated we usually designate what commissioners are responsible for. **Mayor Gaskin** stated he would like to change **Commissioner Fisher** to health and welfare and change **Commissioner Cox** to water and sewer.

**Adjournment**

**Commissioner Fisher** made a motion to adjourn at 7:14 pm. **Commissioner Paul** seconded the motion. Motion carried 5-0.

**CITY OF WEWAHITCHKA**

  
**Ralph Fisher, Mayor Pro-Tem**

**ATTEST:**

  
**Rachel Jackson, City Clerk**

