

**CITY OF WEWAHITCHKA  
BOARD OF CITY COMMISSIONERS  
SENIOR CITIZEN BUILDING  
314 N 3rd STREET  
REGULAR MEETING  
September 28, 2023  
6:00 PM**

The City Commission met on this date September 28, 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 Phillip Gaskin  
Commissioner Johnny Paul  
Commissioner Brian Cox

**City Manager**

Michael Gortman

**City Attorney**

Michelle Jordan

**City Superintendent**

Chipper Wade

**City Clerk**

Rachel Jackson

**City Finance Director**

Brittney Proctor (via phone)

**City Finance Clerk**

Misty Robbins

**City Parks & Rec Director**

David Paul

**Sheriff**

Mike Harrison

**Public**

Ann Johnson  
Tom Wynn  
Chuck Johnson  
Chris Wynn  
Jack Husband  
Hunter Baumgardner  
Wendy Weitzel

**Approval of Agenda**

**Commissioner Cox** made a motion to approve the agenda with the following changes, moving Fisher's and Pettis Pest Services bills to regular bills, in absence of Commissioners Fisher and Pettis. **Commissioner Paul** seconded the motion. Motion carried 3-0

**Approval of Minutes**

**Commissioner Cox** made a motion to approve Regular Meeting minutes 8/31/23, Budget Hearing minutes 9/14/23, and Budget Hearing minutes 9/26/23. **Commissioner Paul** seconded the motion. Motion carried 3-0.

**Public Recognition**

**Ann Johnson** asking if the City had started making any plans for the 2025 Gulf County 100 year celebration. **Mrs. Johnson** stated the historical society and library has started

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Public Recognition cont'd....

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getting a group together to plan something. She asked if the City would be joining in with the County to plan something or if it would be held separately. **Mayor Gaskin** asked **Mrs. Johnson** to head up planning it. Discussion followed regarding when the City of Wewahitchka was incorporated.

**Sheriff Harrison** stated that it will be 100 years of Gulf County having a Sheriff; they are planning to do some special badges and maybe something on the cars to commemorate it.

### Agenda

1. **Ordinance 2023-1225L – Yard Sales/Flea Markets on Public Park Property** (Final Reading) – **Mayor Gaskin** asked **City Manager Michael Gortman** to read **Ordinance 2023-1225L** by title. **City Manager Michael Gortman** read:

#### **Ordinance 2023-1225L**

AN ORDINANCE OF THE CITY OF WEWAHITCHKA, FLORIDA PROHIBITING CONDUCTING YARD SALES AND FLEA MARKETS ON PUBLIC PARK PROPERTY; PROVIDING FOR DEFINITIONS; PROVIDING FOR EXEMPTIONS; PROVIDING FOR PENALTIES; AND PROVIDING FOR AN EFFECTIVE DATE.

Following reading, **Commissioner Paul** made a motion to adopt **Ordinance 2023-1225L**. **Commissioner Cox** seconded the motion. Motion carried 3-0.

2. **Resolution 2023-1203R – 2023 Christmas Parade – City Clerk Rachel Jackson** stated the Resolution was regarding the 2023 Christmas Parade and needed to be approved in order to apply for the FDOT road closure permit. The parade will be held December 16, 2023 starting at 5:00 pm.

Following discussion, **Commissioner Cox** made a motion to accept **Resolution 2023-1203R**. **Commissioner Paul** seconded the motion. Motion carried 3-0.

3. **Lake Alice Bathrooms - After Hours Pay – City Manager Michael Gortman** said there is some confusion on what they are supposed to be paid. We would like it to be clarified. They get an hour Monday – Friday, do they get an hour on Saturday and Sunday or do they get 2 hours on Saturday and Sunday? The board stated they get paid 1 hour on Saturday and Sunday.

**Mayor Gaskin** stated he wants to change the way call outs are recorded. He wants the name of the person who called, their phone number, date, time, and scope of work performed during the call out. **Mayor Gaskin** stated he would like **City Manager Michael Gortman** to create a form for the guys to use to record the callouts and for him to occasionally verify the callouts.

Following discussion, **Commissioner Paul** made a motion to have a more detailed written record of call outs, to include the name of the caller, phone number, date, time, and scope of work performed. **Commissioner Cox** seconded the motion. Motion carried 3-0.



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### Approval of Bills

1. **Fisher's** – Moved to regular bills

2. **Charlie Pettis Pest Services** – Moved to regular bills

3. **Wewa Outdoors** – Following review, **Commissioner Cox** made a motion to approve payment of Wewa Outdoors bills (\$171.95), **Mayor Gaskin** seconded the motion. Motion carried 2-0, with **Commissioner Paul** abstaining due to conflict of interest.

4. **Regular Bills** – Following review and discussion of the bills including the trucks, ball field lights, and Emanuel Sheppard invoice, **Commissioner Cox** made a motion to approve Fisher's Building Supply invoices (\$291.47), Pettis Pest Services invoice (\$90.00), Regular Bills (\$146,380.73), Re-occurring Bills (\$47,493.01), and additional bills (\$30,638.60) Emanuel Sheppard mediation invoice(\$7,417.25) was excluded as there were questions regarding the charges. **Commissioner Paul** seconded the motion. Motion carried 3-0.

### 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 to summarize the last email, basically nothing else will happen until at least October 31<sup>st</sup> at the next bankruptcy hearing.

2. **Delinquent Utility Bills** – **City Clerk Rachel Jackson** stated the delinquency list was a few hundred dollars higher due to a couple of customers with leaks, they have promissory notes, but the balance was still included on the delinquency list.
3. **Water Losses** – **City Superintendent Chipper Wade** stated they are working on them
4. **SEWER INFILTRATION AND INFLOW** – **City Superintendent Chipper Wade** stated they are working on them
5. **Ray Dickens Fish Fry for the Sr. Citizens (October 6, 2023)** – **City Superintendent Chipper Wade** stated it will be held next Friday.
6. **Lift Station** – **City Engineer Hunter Baumgardner** stated they have received confirmation that the wet well is completed, but has not been delivered. The ship date for electric panel 12/18/23, it was ordered May 4, 2023.

**Mayor Gaskin** asked if we could get them built locally? **City Engineer Hunter**

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Open Items cont'd....

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**Baumgardner** stated in the future probably so, he explained they were trying to get same panel as #5 & #11 for this one.

7. **Overtime Report broken down by pay periods** – **Mayor Gaskin** stated to stay on top of over time.
8. **County LDR – City Engineer Jack Husband** asked if they had a chance to review and were there any questions? **Mayor Gaskin** said yes they had reviewed them, and stated they look about the same. The board instructed **City Manager Michael Gortman** to schedule a workshop.
9. **Employee Water/Sewer License Testing** – **City Manager Michael Gortman** gave an update on the water/sewer license testing:
  - Kyle Whitfield – Water working on them, will be sending off all tests at once
  - David Paul – Water they got number to call, still trying to schedule test after sitting on hold twice for 45 minutes
  - Blake Gilmore – Sewer been sending tests off has 91% so far
10. **Senior Building** – **City Manager Michael Gortman** stated we have a new window and new fans. The second window has been ordered.

**City Parks and Rec Director David Paul** stated that we need to work on the kitchen and need an AC duct in the office.
11. **Cemetery Committee & Buckhorn Decorative Fencing** – None

### Other Comments

**City Attorney Michelle Jordan** - None

**City Manager Michael Gortman** – The school zone light on Hwy 71 & River Rd is out, Griffin Traffic came out and said it will cost \$1,300.00 to fix it. The board instructed **City Manager Michael Gortman** to have it fixed.

**City Manager Michael Gortman** stated the school called and said the high school is not in a school zone, it stops at the field house. They want to extend school zone, but to extend the school zone, there would have to be a study done.

Following discussion about the school zone and speed limit, the board directed **City Manager Michael Gortman** to notify the school that the City will do an ordinance to extend the school zone, if the school will pay for any costs associated with extending the school zone.

**City Manager Michael Gortman** stated the Fall Festival will be held October 7<sup>th</sup>.

**City Superintendent Chipper Wade** – None



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**Other Comments cont'd....**

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

**Sheriff Harrison – None**

**City Engineer Hunter Baumgardner – Presented and discussed a grant update sheet on the Florida Commerce waterlines, waste water, and storm sewer projects.**

**Engineer Baumgardner stated we need to finalize a formal scope of work for the waste water project. We need to have a workshop, possibly with the LDR workshop.**

**State appropriations applications are open. Engineer Baumgardner recommended applying for a storm shelter, also could be discussed further during the workshop.**

**Engineer Baumgardner stated there is a Florida Commerce grant that was recently released; applications are due November 6<sup>th</sup> for up to \$300,000 with 0% match that the city qualifies for. That would be something else to discuss during the workshop.**

**Mayor Gaskin asked what could it be used for? Engineer Baumgardner stated the uses were pretty broad and could be used for feasibility purposes and infrastructure projects.**

**City Finance Clerk Misty Robbins – None**

**City Finance Director Brittney Proctor – None**

**City Clerk Rachel Jackson - None**

**Mayor/Commissioners' Comments**

**Commissioner Cox – None**

**Commissioner Paul – None**

**Mayor Gaskin – None**

**Adjournment**

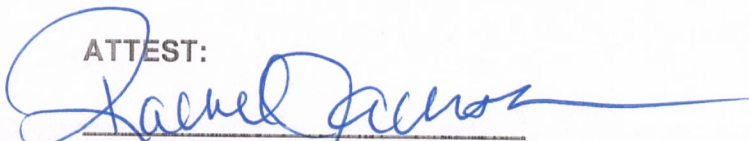
**Commissioner Paul made a motion to adjourn at 6:53 pm. Commissioner Cox seconded the motion. Motion carried 3-0.**

**CITY OF WEWAHITCHKA**

**Phillip Gaskin, Mayor**



**ATTEST:**

  
**Rachel Jackson, City Clerk**