

**CITY OF WEWAHITCHKA  
BOARD OF CITY COMMISSIONERS  
SENIOR CITIZEN BUILDING  
314 N 3<sup>rd</sup> STREET  
REGULAR MEETING  
September 29, 2022  
6:00 PM**

The City Commission met on this date, September 29, 2022 at 6:00 P.M. at the Senior Citizens/Community Building, 314 N. 3<sup>rd</sup> St, Wewahitchka, Florida. **Mayor Pro-Tem Fisher** called the meeting to order, asked **Sheriff Harrison** to lead a prayer and everyone said the Pledge of Allegiance.

**Attendance**

Mayor Pro-Tem Fisher  
Commissioner Paul  
Commissioner Cox

**Sheriff**

Mike Harrison

**City Attorney**

Michelle Jordan (via phone)

**City Manager**

Michael Gortman

**City Clerk**

Rachel Jackson

**City Superintendent**

Chipper Wade

**City Parks & Rec Director**

David Paul

**City Finance Director**

Brittney Proctor

**City Finance Clerk**

Misty Robbins

**Public**

Louise Keith  
Faye Davis  
Eddie Fields  
Ann Johnson  
Tom Wynn  
Gene Hanlon  
Hunter Baumgardner  
Jack Husband  
Wendy Weitzel

**Approval of Agenda** – **Commissioner Cox** made a motion to approve the agenda. **Commissioner Paul** seconded the motion. Motion carried 3-0.

**Approval of Minutes** – **Commissioner Cox** made a motion to approve Regular Commission Meeting 8/25/22, Budget Hearing 9/13/22, Special Meeting 9/13/22, and Final Budget Hearing 9/22/22, with a correction to September 22, 2022 final budget hearing minutes due to scribe's error. **Commissioner Paul** seconded the motion. Motion carried 3-0.

**Public Recognition** – **Mayor Pro-Tem Fisher** asked if there was anyone in the public that would like to speak. **Eddie Fields** Executive Director of Gulf County Senior Citizens Association stated that he wanted to provide an update on what the program is doing. **Mr. Fields** stated that they are doing community outreach and explained that he made a request for some funding because of the additional growth. Following the update Mr. Fields asked if the commission had any questions.

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**Commissioner Paul** asked how many seniors were attending the program each day? **Faye Davis** stated they have about 6 per day and their goal is to have 20 per day. They deliver between 8 and 9 meals every Tuesday.

**Mayor Pro Tem Fisher** asked how many attends in Port St. Joe. **Mr. Fields** stated there was an average of 12, sometimes up to 22.

**Mayor Pro-Tem Fisher** thanked **Mr. Fields** for their work in the community and asked if there was anyone else who would like to speak.

**Ann Johnson** stated that she has heard good things since **Mr. Fields** and their group has taken over and has several friends who benefit from their services.

**Ann Johnson** presented a flyer about a workshop to be held at the library on Friday, October 21, 2022 at 9:30, about the cemetery protection training workshop. **Mrs. Johnson** invited the commissioners to attend.

**Mayor Pro Tem Fisher** requested that **City Manager Gortman** attend the meeting if possible. **City Manager Gortman** responded that he is supposed to be out of town on that date, if he wasn't able to attend, he would see if Bro. Joey or Bro. Derek were attending and if they would take notes for him.

**1. RFQ 2022-0825-Engineering Services Waste Water Repairs DEO agreement # M0118 – City Manager Michael Gortman** stated that we only received one proposal for the RFQ from Southeastern Consulting Engineers received on 9/29/22 at 9:03 am according to the time/date stamp on the box received. **City Manager Michael Gortman** proceeded to open the proposal, verifying that an original with electronic CD copy and 7 paper copies were included as the RFQ advertisement required. **City Manager Gortman** then passed copies to the board members and city clerk.

Following review of the proposal/qualifications submitted by Southeastern Consulting Engineers, **Commissioner Paul** made a motion to accept the proposal from Southeastern Consulting Engineers for RFQ 2022-0825-Engineering Services Waste Water Repairs DEO agreement # M0118. **Commissioner Cox** seconded the motion. Motion carried 3-0.

**2. Resolution 2022-1191R – Buckhorn Cemetery Rates - City Manager Michael Gortman** discussed the cemetery rate resolution and read by title only

**RESOLUTION NO. 2022-1191R**  
**A RESOLUTION OF THE CITY COMMISSION OF CITY OF**  
**WEWAHITCHKA, FLORIDA; DEFINING AND ESTABLISHING A FEE**  
**INCREASE REGARDING BUCKHORN CEMETARY; PROVIDING FOR**  
**EFFECTIVE DATE.**

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Following reading, **Commissioner Paul** made a motion to approve Resolution 2022-1191R. **Commissioner Cox** seconded the motion. Motion carried 3-0.

3. **Resolution 2022-1192R – 2022 Christmas Parade – City Clerk Rachel Jackson** discussed the 2022 Christmas Parade resolution, stating upon approval she would apply for the DOT road closure permit. The parade will be held on December 17, 2022 beginning at 5:00 pm. **Commissioner Cox** made a motion to approve Resolution 2022-1192R. **Commissioner Paul** seconded the motion. Motion carried 3-0.
4. **TL James Baseball Field Fencing Estimate – City Manager Michael Gortman** presented and discussed Bracewell's fencing estimate to replace fencing at TL James Park baseball field and requested the board approve the purchase of the fencing material listed in the estimate. Following discussion, **Commissioner Cox** made motion to approve the purchase of the fencing material. **Commissioner Paul** seconded the motion. Motion carried 3-0.
5. **Hurricane Ian-** No discussion

**Approval of Bills**

1. **Fisher's** – Unable to approve due to **Mayor Gaskin** and **Commissioner Pettis'** absence.
2. **Charlie Pettis Pest Services** – Moved to regular bills due to **Commissioner Pettis'** absence
3. **Wewa Outdoors** – Unable to approve due to **Mayor Gaskin** and **Commissioner Pettis'** absence.
4. **Regular Bills** – Following review of bills, **Commissioner Paul** made a motion to approve payment of Charlie Pettis Pest Services invoice (\$90.00), Regular Bills (\$97,565.53), Recurring bills (\$59,674.65), and additional bills (\$26,057.26) **Commissioner Cox** 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 Engineer Jack Husband** presented bid tab for review and discussed the changes that were made based on the last meeting. Following detailed discussion,

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the board instructed **City Engineer Jack Husband** to send the bid tab to **City Attorney Michelle Jordan** to present to the bond company.

**Commissioner Paul** asked if **City Attorney Michelle Jordan** had heard anything from the bond company. **City Attorney Michelle Jordan** stated that they were waiting on Mr. Preble's report.

**City Engineer Jack Husband** added that they have the structural plans and the bid tab ready.

2. **Delinquent Utility Bills – Mayor Pro-Tem Fisher** stated that the delinquencies were up a little. **City Clerk Rachel Jackson** explained that there were more extensions this month and more customers that hadn't paid but were disconnected.
3. **Water Losses - City Superintendent Chipper** said they're working on it.
4. **SEWER INFILTRATION AND INFLOW – City Superintendent** said they have been working on 2<sup>nd</sup> st.
5. **Ray Dickens Fish Fry for the Sr. Citizens (October 7, 2022) – City Manager Michael Gortman** said that we held off buying fish last week because we weren't sure about the track of the storm. The board agreed to go ahead and move forward with the fish fry.
6. **Lift Station – City Engineer Hunter Baumgardner** presented pay request #3 from North Florida Construction for lift stations 5 & 11 for \$154,145.19 and stated that everything was going well with the project.

Following discussion, **Commissioner Cox** made a motion to approve pay request #3 for lift stations #5 & 11 in the amount of \$154,145.19. **Commissioner Paul** seconded the motion. Motion carried 3-0.

**City Engineer Hunter Baumgardner** then presented a Notice to Proceed on Lift station #3. **Engineer Baumgardner** stated that they have been in contact with the supplier for the lift station parts and they have a completion date for the wet well, so he has spoken with the contractor and he is comfortable with going ahead and starting the contract beginning October 4, 2022, with a substantial completion date of March 2, 2023. Following discussion **Commissioner Paul** made a motion to approve the Notice to Proceed on lift station #3. **Commissioner Cox** seconded the motion. Motion carried 3-0.

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**7. Overtime Report broken down by pay periods – None**

**8. Buckhorn Decorative Fencing – Commissioner Cox** presented and discussed a picture of what he envisioned, and stated that he was going to give it to the cemetery committee and see what their thoughts are.

**9. County LDR – City Engineer Jack Husband** said the planner is working on the land use maps and should be completed by next month

**10. Employee Water/Sewer License Testing – City Manager Michael Gortman** stated that the employees are working on studying for their licenses.

**11. Senior Building – City Manager Gortman** discussed the progress that had been made to the Senior Building and stated the air conditioning room flooring still has to be repaired, but we are waiting until the weather is cooler so they will not be without air conditioning.

**Parks and Rec Director David Paul** stated the front windows still have to be addressed. They have rot and one is cracked and will have to be replaced.

**12. Cemetery Committee – None**

**13. Cemetery Plot Rates –** The board instructed **City Clerk Rachel Jackson** to Remove Cemetery Plot Rates from Open items and move Buckhorn Decorative fencing to Cemetery Committee open item.

**Other Comments**

**City Superintendent Chipper Wade – None**

**City Attorney Michelle Jordan – None**

**City Engineer Jack Husband – None**

**City Engineer Hunter Baumgardner-** Stated the water line project is ahead of schedule The design is done for Jehu Rd and Lake Ave. East River Road will be completed tomorrow and then we will just be waiting for the surveys to come back, which should be completed in 1 to 2 months.

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**City Finance Director Brittney Proctor** – Presented and discussed the Flair report stating that it looks like we are about 34% higher than we budgeted for.

**City Finance Clerk Misty Robbins** – None

**City Clerk Rachel Jackson** – None

**City Manager Michael Gortman** - Discussed code enforcement contract, asked that the city pay the portion that is on the city's part which is approximately \$10,000.00. Following discussion **Commissioner Paul** made a motion to pay the county for the city's portion of the code enforcement clean up contract. **Commissioner Cox** seconded the motion. Motion carried 3-0.

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

**Sheriff Mike Harrison** - None

**Mayor/Commissioner Comments**

**Commissioner Cox**- Stated that the storm water pond at Burger King has no fence around it and asked what can be done to have them put a fence around it?

**City Engineer Jack Husband** explained it has to do with width and depth, and that Burger King's storm water pond is considered a dry pond, but it is not recovering as it's supposed to. However, it is not required to have a fence.

Following discussion, **Mayor Pro-Tem Fisher** asked **City Engineer Jack Husband** to talk with Burger King and request that they put a fence up.

**Commissioner Paul** – Asked **City Engineer Jack Husband** how often do we get the road bond money? **Engineer Husband** that its about 8-12 years, the allocation is 10%, its based on the amount that the City put in.

**Louise Keith** asked who was responsible for paving the road beside the Senior Building. The board explained that it was Gulf County's responsibility; and the city has been trying to get it done. It is on the list.

**Mayor Pro-Tem Fisher** stated when the road bond agreement comes up again, it needs to be changed so the board decides which streets get paved.

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**Adjournment**

**Commissioner Paul** made a motion to adjourn the meeting at 7:09 pm. **Commissioner Cox** seconded the motion. Motion carried 3-0.

**CITY OF WEWAHITCHKA**



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**Phillip Gaskin, Mayor**

**ATTEST:**



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**Rachel Jackson, City Clerk**

