

**CITY OF WEWAHITCHKA
BOARD OF CITY COMMISSIONERS
SENIOR CITIZEN BUILDING
314 N 3rd STREET
REGULAR MEETING
August 29, 2024
6:00 PM**

The City Commission met on this date August 29, 2024 at 6:00 P.M. at the Senior Citizen Building, 314 N. 3rd St, Wewahitchka, Florida. **Mayor Gaskin** called the meeting to order, asked **Sheriff Harrison** to lead a prayer, and everyone said the Pledge of Allegiance.

Attendance

Mayor Phillip Gaskin
Commissioner Brian Cox
Commissioner Johnny Paul
Commissioner Ralph Fisher
Commissioner Charlie Pettis

City Manager

Michael Gortman

City Clerk

Rachel Jackson

City Attorney

Michelle Jordan

City Superintendent

Chipper Wade

City Parks & Rec Director

David Paul

City Finance Director

Brittney Proctor (VIA VIDEO CONF)

City Finance Clerk

Misty Robbins

Sheriff

Mike Harrison

Public

Chris Karagiannis
Ann Johnson
Royce Watkins
Bro. Derrick Gerber
Sharon Carter
Catherine Lee
Tom Wynn
Chris Wynn
Chuck Johnson
Gene Hanlon
Eddie Fields
David Buzier
Hunter Baumgardner

Approval of Agenda

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

Approval of Minutes

After review, **Commissioner Paul** made a motion to approve 7.30.24 Regular Meeting, 8.8.24 Workshop, 8.15.24 Workshop, 8.19.24 Workshop, **Commissioner Pettis** seconded the motion. Motion carried 5-0.

Public Recognition

Royce Watkins - Discussed Corn Griffin Street issues with rain and grading. **Mr. Watkins** stated every time it rains it's a mess and the ditches are filled in because of the way they grade it. Stated the road is not being crowned, its being flat graded.

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Public Recognition cont'd...

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Commissioner Paul stated it does have a crown, but the grader has left a hump of dirt near **Mr. Watkins** driveway. **Mayor Gaskin** stated we will get with the county about it.

Katherine Lee – Friends of the Library provided and discussed the quarterly report. Following report, **Mayor Gaskin** thanked **Mrs. Lee** for the work they are doing at the library.

Sharon Carter – discussed speeding traffic issues on Chipola, especially as school gets out. Stated it is worse than it's ever been, and we have more kids walking and riding bicycles, expressed her concern about someone getting hit by speeding vehicles.

Sherriff Harrison discussed having a deputy there during those school hours stating that is all they can do right now with the staff that he has. **Sherriff Harrison** explained that they will be able to hire two new positions through the new program, he explained that it would take time to get the new employees trained.

Mayor Gaskin asked about putting cameras up that does automatic ticketing. **Sherriff Harrison** stated he will look into it more.

Gene Hanlon – stated due to some events that has happened in his life he finds it necessary to vacate his city planning board position. **Mr. Hanlon** thanked the board for their confidence in him serving.

Mr. Hanlon asked about the cemetery lots being swapped at Jehu to Buckhorn. **Mayor Gaskin** stated that after looking into it, there wasn't a way to be able to swap them.

Agenda

Agenda

1. **Resolution 2024-1205R 2024 Water/Sewer Rate Increase - Mayor Gaskin** discussed the water and sewer rates and reason for the increase, stating that following a rate study the City is required to raise rates each year through 2027 in order to be eligible for grant funding.

Mayor Gaskin asked **City Manager Michael Gortman** to read by title **Resolution 2024-1205R**

City Manager Michael Gortman read:

RESOLUTION NO. 2024-1205R

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEWAHITCHKA, GULF COUNTY, FLORIDA INCREASING WATER AND SEWER UTILITY RATES EFFECTIVE October 1, 2024, IN ACCORDANCE WITH ORDINANCE NO. 2020-1209L; PROVIDING FOR AUTHORITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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Following reading and discussion, **Commissioner Fisher** made a motion to approve **Resolution 2024-1205R**. **Commissioner Paul** seconded the motion. Motion carried 5-0.

2. Resolution 2024-1206R 2024 Homecoming Parade – City Clerk Rachel Jackson discussed the Homecoming Parade stating that it is scheduled for November 1, 2024 at 2:00. **City Clerk Rachel Jackson** stated that we need the resolution in order to get the permit for the parade.

Commissioner Cox made a motion to approve **Resolution 2024-1206R**. **Commissioner Paul** seconded the motion. Motion carried 5-0.

3. ARPA Funds Obligation – City Clerk Rachel Jackson explained that she received an email regarding the obligation of ARPA funds. The email stated that federal regulations require the the funds need to be approved and budgeted and it involves placing orders for property and services, entering into contracts, subawards, and similar transactions that require payment.

City Attorney Michelle Jordan explained since the funds were accepted as loss of revenue doing a resolution that would clearly identify what the funds are being obligated for that would meet the requirements. Following discussion, the board instructed **City Attorney Michelle Jordan** to draft the resolution.

Approval of Bills

1. Fisher's Building Supply – Following review, **Commissioner Cox** made a motion to approve payment of Fisher's Building Supply bills (\$1,758.15) **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 Paul** made a motion to approve payment of Charlie Pettis Pest Services invoice (\$90.00). **Commissioner Fisher** seconded the motion. Motion carried 4-0, **Commissioner Pettis** abstaining due to conflict of interest.

3. Wewa Outdoors – Following review, **Commissioner Cox** made a motion to approve payment of Wewa Outdoors bills (\$75.25) **Commissioner Pettis** seconded the motion. Motion carried 4-0, with **Commissioner Paul** abstaining due to conflict of interest.

4. Regular Bills – Following review and discussion, **Commissioner Cox** made a motion to approve payment of the regular bills (\$141,328.00), re-occurring bills (\$82,835.81) and additional bills (\$33,018.09), **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)

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(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 Hunter Baumgardner stated we are making great progress on the fire station and presented Pay request #2 for \$328,535.62 from Monolith Construction.

Following review of the pay request, **Commissioner Fisher** made a motion to approve Monolith Construction's pay request #2 for \$328,535.62. **Commissioner Paul** seconded the motion. Motion carried 5-0.

Chris Karagiannis with Monolith Construction provided an update on progress at the fire station, he stated the storm drain pond has been excavated. They ran an entirely new water main from the meter to the building because the old one was pieced together and they did the same with the sewer line because it was not correct. They will be removing and replacing the backflow assembly in the upcoming week.

The framing inside is almost complete and should be finished next week. All rough ends have been started, the plumbing has been completed. The electrical rough end is about 60%. The mechanical HVAC should be complete on rough end next week.

The front apron on drive is all poured, the rear drive apron has been completed, and the handicap parking area will be complete tomorrow as they are pouring it at 7:00 am tomorrow.

The roll up doors have been ordered and are expected to be delivered within 2-3 weeks. The metal trim, gutters, and downspouts will be getting replaced in the next few weeks as well.

The drywall and interior wall insulation is onsite, they will continue with rough ends and get the inspections so they can start closing up the walls. **Mr. Karagiannis** stated tomorrow marks 60 days since the notice of commencement, and he is very pleased with the progress.

2. **Delinquent Utility Bills** – None
3. **Water Losses** – **City Superintendent Chipper Wade** stated they are working on it
4. **SEWER INFILTRATION AND INFLOW** – **City Superintendent Chipper Wade** stated they have been busy working on water lines

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5. **Ray Dickens Fish Fry for the Sr. Citizens (October 4, 2024) – None**

6. **Lift Station – City Engineer Hunter Baumgardner** presented a final pay request from North Florida Construction is the amount of \$230,095.79 on lift station 4, asking for contingent approval upon receiving as built surveys.

Following discussion, **Commissioner Cox** made a motion to approve the pay request, contingent on receiving the as built surveys. **Commissioner Paul** seconded the motion. Motion carried 5-0.

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

8. **Employee Water/Sewer License Testing – City Manager Michael Gortman** provided an update:
 - Kyle Whitfield – Kyle finished 1st book and got 2nd book in to work on
 - Blake Gilmore – Blake finished both books and are waiting to get him scheduled for tests

9. **Senior Building – None**

10. **Cemetery Committee & Buckhorn Decorative Fencing – Commissioner Fisher** said they haven't been able to get together on it, but it is in the works.

Other Comments

City Attorney Michelle Jordan – discussed purchasing title insurance on property we got from Gulf Coast Electric. She recommended the City should purchase it.

Following discussion, **Commissioner Cox** made a motion to purchase the title insurance. **Commissioner Pettis** seconded the motion. Motion carried 5-0.

City Manager Michael Gortman – stated the gas pump at the shop is down and has to be replaced, it will cost about \$8,988.00 to replace.

Following discussion, **Commissioner Fisher** made a motion to approve the purchase of the gas pump. **Commissioner Cox, Commissioner Pettis, and Commissioner Paul** simultaneously seconded the motion. Motion carried 5-0.

City Manager Michael Gortman stated for Tommy's replacement, Gary wants to go back to streets. **City Superintendent Chipper Wade** is good with Gary going back to streets and the new hire will need to go to parks. We closed the applications and will review and interview some and then bring back to the board for a hiring decision in September to vote on.

City Superintendent Chipper Wade – None

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City Parks & Rec Director David Paul – None

Sheriff Mike Harrison – Provided monthly update for July, **Sheriff Harrison** stated there were 98 total calls, not counting traffic follow up or civil papers. That makes up 17% of the total calls for the county and 40% of the calls for the North end of the county.

City Engineers – **City Engineer Hunter Baumgardner** provided updates on grants, stated he would have revised bid documents on the waterline project to Florida Commerce in the next couple of days for a final review on them.

The waste water project is going quickly with the design and should be submitted to DEP within two weeks for permitting.

Still working on environmental reviews on waste water and storm sewer.

City Finance Director Brittney Proctor – None

City Finance Clerk Misty Robbins – None

City Clerk Rachel Jackson – None

Mayor/Commissioners' Comments

Commissioner Cox – None

Commissioner Paul – Asked **City Engineer Hunter Baumgardner** to check on the rural infrastructure grant. **Engineer Baumgardner** stated he would.

Commissioner Paul asked about the Triumph funds consultant. **City Manager Michael Gortman** stated he has a meeting with **County Administrator Michael Hammond** the first week of September.

Commissioner Pettis – stated he wanted to give a shout out to guys on the water lines, they worked hard last night did a good job.

Commissioner Fisher – None

Mayor Gaskin – None

City Manager Michael Gortman stated we need approval for **City Finance Director Brittney Proctor's** travel reimbursement for flying in for the budget workshops.

Following discussion, **Commissioner Pettis** made a motion to reimburse **City Finance Director Brittney Proctor** for travel expenses up to \$600.00. **Commissioner Paul** seconded the motion. Motion carried 5-0.

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Adjournment

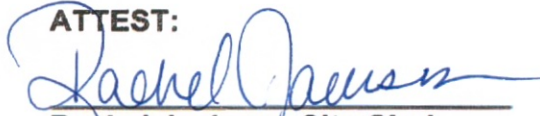
Commissioner Pettis made a motion to adjourn at 7:06 pm. **Commissioner Fisher** seconded the motion. Motion carried 5-0.

CITY OF WEWAHITCHKA



Phillip Gaskin, Mayor

ATTEST:



Rachel Jackson, City Clerk

