

**CITY OF WEWAHITCHKA  
BOARD OF CITY COMMISSIONERS  
SENIOR CITIZEN BUILDING  
314 N 3<sup>rd</sup> STREET  
REGULAR MEETING  
February 24, 2022  
6:00 PM**

The City Commission met on this date, February 24, 2022 at 6:00 P.M. at the Senior Citizens/Community Building, 314 N. 3<sup>rd</sup> St, Wewahitchka, Florida. **Mayor Gaskin** called the meeting to order, asked **Bro. Derek Gerber** to lead a prayer and everyone said the Pledge of Allegiance.

**Attendance**

Mayor Gaskin  
Commissioner Paul  
Commissioner ~~Pettis~~ **COX**

**Public Present**

Ann Johnson  
Tom Wynn  
Wendy Weitzel  
Jack Husband  
Hunter Baumgardner  
Gene Hanlon  
Chuck Johnson  
Derek Gerber  
Justin Suber

**Sheriff**

Sheriff Mike Harrison

**City Attorney**

Michelle Jordan

**City Manager**

Michael Gortman

**City Superintendent**

Chipper Wade

**City Clerk**

Rachel Jackson

**City Finance Director**

Brittney Proctor

**City Utility Billing Clerk**

Misty Robbins

**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 Paul** made a motion to approve the 2/10/22 regular commission meeting minutes. **Commissioner Cox** seconded the motion. Motion carried 3-0.

**Public Recognition**

**Ann Johnson** – provided an update on the historical group bricks project at the Presbyterian Church they had approximately 232 volunteer hours and cleaned 2,357 bricks. They have the city bricks on their list coming up. **Mrs. Johnson** asked to borrow

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tools if the City had some that they can use. City Superintendent Chipper Wade said they could borrow the tools that were needed.

**Agenda Items**

**1. Justin Suber-Wewa Dixie Youth Baseball Fields – Mr. Suber** stated he wants to make T.L James ballfields better, asked after season ends is there anyway to get someone to keep grass out of fields during off season. Would like to host travel ball tournaments and need help to keep the fields maintained.

Following discussion, **Mayor Gaskin** directed City Superintendent Chipper Wade to work on the baseball fields and general park maintenance year round.

**2. Fireworks –** Fireworks vendor called, explain to that the price has increased drastically on shipping, this year the cost will be close to \$15,000 rather than \$11,000. Following discussion the Board directed to **Finance Director Brittney Proctor** to contact TDC to see if they would contribute more.

**3. COVID-19 –** None

**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

**4. Regular Bills – Commissioner Paul** made a motion to move Fisher's Building Supply and Charlie Pettis Pest Services bills to the regular bills, in absence of Commissioner Fisher and Commissioner Pettis, and to approve payment of the regular, re-occurring, Fisher's Building Supply, Charlie Pettis Pest Services, and additional bills. **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 Attorney Michelle Jordan** stated the Surety has engaged with council, she was pleased with the response. **Attorney Jordan** asked the board to designate one commissioner to work with to make decisions regarding moving forward with project. The board designated **Mayor Gaskin**.

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 7, 2022) – None**
6. **Lift Station – Engineer Hunter Baumgardner** stated that he had negotiated on lift station #'s 5 & 11 the contractor was fine with splitting the contract, and doing #3 and #4 at a later date.

**Engineer Baumgardner** said the contractor asked for 90 days for substantial completion and 120 days for final completion and stated that the contract price for lift stations #'s 5 & 11 is \$422,360.00.

**Commissioner Cox** made a motion to award the contract for lift stations #'s 5 & 11 to North Florida Construction for \$422,360.00. **Commissioner Paul** seconded the motion. Motion carried 3-0.

After further discussion regarding funding sources for Lift station #3 and # 4. **Commissioner Paul** made a motion to move forward with a notice of award on #3 upon **Engineer Hunter Baumgardner** negotiating on #3 contract price and contract days with North Florida Construction. **Commissioner Cox** seconded the motion. Motion carried 3-0.

**Engineer Baumgardner** also requested the board approve a notice to proceed on Lift Stations #5 & #11, following the notice of award and signed contract completion with North Florida Construction. **Commissioner Cox** made a motion to proceed on lift stations #5 & #11. **Commissioner Paul** seconded the motion. Motion carried 3-0.

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

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

**8. Buckhorn Decorative Fencing – Commissioner Cox** stated that he was not finished gathering the information and should have it to present at the next meeting.

**9. County LDR – City Engineer** stated that he saw the advertisement for the RFQ for a planner. **City Clerk Rachel Jackson** confirmed that the advertisement had been placed.

**10. Employee Water/Sewer License Testing – None**

**Other Comments**

**City Superintendent Chipper Wade – None**

**City Manager Michael Gortman** – Stated #3 well at the water plant has gone down, he had Rowe to come look at it and waiting on estimate for replacement. Mayor Gaskin stated that was an emergency repair and needs to be completed as soon as possible. **Commissioner Cox** made a motion to allow **City Manager Michael Gortman** to proceed with the repair/replacement of #3 well pump. **Commissioner Paul** seconded the motion. Motion carried 3-0.

**City Manager Gortman** stated that **Finance Director Brittney Proctor** will be leaving, **Utility Billing Clerk Misty Robbins** is training to fill the position. City Manager Gortman stated we would like Brittney to continue to work remotely for the City, she would still oversee finance but Misty will take over the day to day duties. Brittney would also take on some of the grant management, continue to handle the audits, budgets, financial reporting, etc. Following discussion, the board directed **City Manager Gortman** to work on details of pay and hold a special meeting on 3/9/22.

**City Clerk Rachel Jackson** reminded everyone that the March meeting has been rescheduled to the 24<sup>th</sup> due to a scheduling conflict.

**Sheriff Mike Harrison-** Stated he will leave the speed trailer another month and then provide a report to the board. He recommended stop signs or speed bumps at Church St and Lake Grove Rd. if this doesn't correct the issue.

**Engineer Jack Husband-** Presented and discussed the Family Dollar's site plan update He found a couple of issues he wants to discuss the first is they are proposing 23 parking

spots, they are over 10,000 sq ft so the LDR requires 25 parking spots. Engineer Husband has addressed that with the Family Dollar's Engineers.

**Engineer Husband** stated both the existing building and the proposed building are in the set backs. **Engineer Husband** asked is the board wishes to recommend that they go through the variance process. The board agreed that they need to go through the variance process.

**Engineer Husband** then stated they are asking to use city right of way for loading and unloading zone. Further discussion followed regarding the use of the right of way.

**City Attorney Michelle Jordan** – Stated she has not had a chance to work on noise ordinance but will as soon as she can.

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

**Commissioner Paul**- Asked about waterline grant, **City Clerk Rachel Jackson** updated on the status of the grant, stating we are waiting for the next steps from DEO to begin the project.

**Mayor Gaskin** – discussed light poles at T.L. James ballfield.

**Adjournment**

**Commissioner Cox** made a motion to adjourn at 6:55 pm. **Commissioner Paul** seconded the motion. **Motion carried 3-0.**

CITY OF WEWAHITCHKA

  
Phillip Gaskin, Mayor

ATTEST:

  
Rachel Jackson, City Clerk

