

CITY OF WEWAHITCHKA  
BOARD OF CITY COMMISSIONERS  
SENIOR CITIZEN BUILDING  
314 N 3rd STREET  
REGULAR MEETING  
October 26, 2023  
6:00 PM

The City Commission met on this date October 26, 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 Brian Cox  
Commissioner Charlie Pettis

**Public**

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

**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

**Approval of Agenda**

**Commissioner Cox** made a motion to approve the **Commissioner Pettis** seconded the motion. Motion carried 3-0.

**Approval of Minutes**

**Commissioner Cox** made a motion to approve Regular Meeting 9/28/23 minutes and workshop 10/19/23 minutes. **Commissioner Pettis** seconded the motion. Motion carried 3-0.

**Public Recognition**

**Ann Johnson** stated the historical society has been at the brickyard and have 4 stacks of bricks cleaned up. **Mrs. Johnson** thanked the city for the use of tools.

## REGULAR MEETING

October 26, 2023 @ 6:00 pm

Public Recognition cont'd....

Page 2

**Mrs. Johnson** stated the historical society has bought a time capsule and asked that everyone be thinking of things to put in it.

**Mrs. Johnson** stated the historical society was a LLC, however they have become incorporated to be able to become 501 3C.

**Mrs. Johnson** stated she was thankful for transfer station re-opening.

**Mayor Gaskin** thanked **Mrs. Johnson** for her service to the community.

**County Commissioner Jack Husband** discussed the transfer station, stating it will be opened from 7:00 am – 3:00 pm ct on Wednesdays and Saturdays. He also discussed costs and methods of payments accepted.

**City Clerk Rachel Jackson** asked **County Commissioner Husband** if he would like the information to be put on the City water bills. He stated yes, if the board would allow it. The board agreed to allow the information to be printed on the bills.

**County Commissioner Husband** also discussed Amnesty day, to be held November 11, 2023 in the courthouse parking lot in Port St. Joe.

### Agenda

1. **Coastal Waste Contract Amendment** – **City Clerk Rachel Jackson** discussed the amendment to the Coastal Waste contract, stating that the amendment required Coastal Waste to notify the City of any rates changes by certified mail. Following discussion, **Commissioner Pettis** made a motion to approve the amendment and allow Mayor Gaskin to sign it. **Commissioner Cox** seconded the motion. Motion carried 3-0.
2. **Technical Assistance Grant** – **Engineer Hunter Baumgardner** discussed the Florida Commerce Infrastructure Technical Assistance grant, stating it could be used for a feasibility study for water.

**Commissioner Pettis** asked about administration cost reimbursement. **Engineer Baumgardner** stated he spoke to the head over Florida Commerce and there will be administration cost reimbursement available to the City for all of the grants. The exact percentage could vary slightly, in the past it has been 5%.

Following discussion, **Commissioner Cox** made a motion to approve applying for the Florida Commerce Infrastructure Technical Assistance grant for the feasibility study. **Commissioner Pettis** seconded the motion. Motion carried 3-0.

3. **2024-2025 Appropriations Application** – **Engineer Hunter Baumgardner** stated it was discussed at the workshop about possibly applying for appropriations for a new city hall and requested formal approval to apply. Following discussion, **Commissioner Cox** made a motion to approve applying to the State of Florida FY

**REGULAR MEETING**  
**October 26, 2023 @ 6:00 pm**  
**Agenda Items cont'd....**  
**Page 3**

2024-2025 appropriations for a new City Hall. **Commissioner Pettis** seconded the motion. Motion carried 3-0.

**Approval of Bills**

1. **Fisher's** – Moved to regular bills in Commissioner Fisher's absence.
2. **Charlie Pettis Pest Services** - Following review, **Commissioner Cox** made a motion to approve Charlie Pettis Pest Services invoice (\$90.00). **Mayor Gaskin** seconded the motion. Motion carried 2-0, with **Commissioner Pettis**, abstaining due to conflict of interest.
3. **Regular Bills** – Following review, **Commissioner Cox** made a motion to pay Fisher's year end 2022-2023 bills (\$246.91) Fisher's October 2023 bills (\$158.42), Regular Fiscal Year End 2022-2023 bills (\$2,299.59), Regular October 2023 bills, (\$19,640.74), October 2023 Re-occurring bills (\$72,296.34), Additional Fiscal Year End 2022-2023 bills (\$557.04), Additional October 2023 bills (\$45,168.79). **Commissioner Pettis** 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 settlement agreement has been executed and the check is supposed to be on the way.

**City Attorney Jordan** asked **City Clerk Rachel Jackson** if it had been received yet? **City Clerk Rachel Jackson** stated not to my knowledge, the email from the other attorney's office stated it would be sent to them and held until the Winterfell bankruptcy proceedings were finalized.

2. **Delinquent Utility Bills** – **City Manager Michael Gortman** stated they are down about \$500.00 from last month, and the accounts for the deceased that were discussed last month have either had the names changed or have been cut off.
3. **Water Losses** – **Mayor Gaskin** discussed the trucks getting water from the fire hydrant at the water plant and possibly putting a meter in.
4. **SEWER INFILTRATION AND INFLOW** – **City Superintendent Chipper Wade** said they caught some in the last rain, and David Paul caught some. We are going to have to do more smoke tests.

**REGULAR MEETING**

**October 26, 2023 @ 6:00 pm**

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

**Page 4**

**Mayor Gaskin asked about Lake Grove Road. City Superintendent Chipper Wade said that have looked for that one for 15 years and haven't been able to find it.**

- 5. Ray Dickens Fish Fry for the Sr. Citizens (October 4, 2024) – None**
- 6. Lift Station – Engineer Hunter Baumgardner said the panel will ship in December, once it is received they will be able to work on it.**
- 7. Overtime Report broken down by pay periods – None**
- 8. LDR's – Engineer Jack Husband said that if the board is ready, he will talk to Ray about submitting them to Florida Commerce for approval.**

Following discussion **Commissioner Pettis** made a motion to allow the LDR's to be submitted for approval. **Commissioner Cox** seconded the motion. Motion carried 3-0.

- 9. Employee Water/Sewer License Testing – City Manager Michael Gortman gave an update on the water/sewer license testing:**
  - Kyle Whitfield – working on tests
  - David Paul – November 30<sup>th</sup> scheduled to re-take test
  - Blake Gilmore – sent off 4 more for Blake
- 10. Senior Building –. City Manager Michael Gortman stated the vent for office will be \$350 and Charlie spoke to the people about the sign, it'll be \$550.00 to be replaced.**
- 11. Cemetery Committee & Buckhorn Decorative Fencing – Ann Johnson said the historical society wants to have a historic cemetery tour and will get with city to get permission when it's closer to time.**

**Other Comments**

**City Attorney Michelle Jordan – None**

**City Manager Michael Gortman –. Requested approval to purchase a new truck. Commissioner Cox made a motion to approve purchasing the truck out of budgeted funds in the water budget. Commissioner Pettis seconded the motion. Motion carried 3-0.**

**City Manager Gortman stated he spoke to Kenny about baseball lights, last time he went over the amount expected, it was under the bid amount, but more than we anticipated. This time he will need to provide a quote before work starts.**

**REGULAR MEETING**

**October 26, 2023 @ 6:00 pm**

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

**Page 5**

**City Manager Gortman** said he will be meeting with Kenny Tuesday to go over what needs to be done. The city will do as much as possible to keep costs down.

**City Superintendent Chipper Wade** – None

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

**Sheriff Harrison** – None

**City Engineer Hunter Baumgardner** – stated we are getting a concept plan for waste water and will get a survey ordered within the month, Water lines - still waiting for environmental reviews stated the reviews are taking longer than expected, requested city staff to help with waste water and storm sewer environmental reviews.

**City Finance Clerk Misty Robbins** – None

**City Finance Director Brittney Proctor** – None

**City Clerk Rachel Jackson** - None

**Mayor/Commissioners' Comments**

**Commissioner Cox** – None

**Commissioner Pettis** – None

**Mayor Gaskin** - None

**Adjournment**

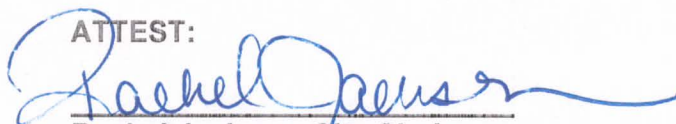
**Commissioner Cox** made a motion to adjourn at 6:36 pm. **Commissioner Pettis** seconded the motion. Motion carried 3-0.

**CITY OF WEWAHITCHKA**



Phillip Gaskin, Mayor

**ATTEST:**



Rachel Jackson, City Clerk

