

**CITY OF WEWAHITCHKA
BOARD OF CITY COMMISSIONERS
Charles Whitehead Public Library
REGULAR MEETING
September 25, 2024
8:00 AM**

The City Commission met on this date September 25, 2024 at 8:00 A.M. at the Charles Whitehead Library, 314 N. 2nd St, Wewahitchka, Florida. **Mayor Gaskin** called the meeting to order, lead a prayer, and everyone said the Pledge of Allegiance.

Attendance

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

Public

None

City Manager

Michael Gortman

City Clerk

Rachel Jackson (VIA VIDEO CONF)

City Attorney

Michelle Jordan (VIA VIDEO CONF)

City Superintendent

Chipper Wade

City Parks & Rec Director

David Paul

City Finance Director

Brittney Proctor (VIA VIDEO CONF)

City Finance Clerk

Misty Robbins

City Engineer-SCE

Hunter Baumgardner

Sheriff's Office

Beau McCorvey

Approval of Agenda

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

Approval of Minutes

After review, **Commissioner Cox** made a motion to approve 8.29.24 Regular Meeting, 9.11.24 Public Hearing, 9.11.24 Workshop, 9.23.24 Public Hearing, 9.23.24 Special Meeting. **Commissioner Paul** seconded the motion. Motion carried 5-0.

Public Recognition

No public in attendance

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Public Recognition cont'd...

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Agenda

1. **Senior Building Contract – City Attorney Michelle Jordan** discussed the amended agreement that she drafted. The board clarified their wishes regarding rental of the building since the city has taken over all utilities except phone/internet. The inventory items were reviewed.

Commissioner Cox stated that paragraph 7 needs to be revised because the building will not qualify as a special needs shelter.

Following discussion, **Commissioner Cox** made a motion to approve the amended agreement with the revision to item 7. **Commissioner Pettis** seconded the motion. Motion carried 5-0.

2. **Resolution 2024-1209R Christmas Parade – City Manager Michael Gortman** read Resolution 2024-1209R in its entirety.

Following reading, **Commissioner Paul** made a motion to approve resolution 2024-1209 with a change to the approval date on the resolution from 9.26.24 to 9.25.24. **Commissioner Fisher** seconded the motion. Motion carried 5-0.

3. **Resolution 2024-1210R-ARPA Funds Designation – City Manager Michael Gortman** read Resolution 2024-1210R by title.

Following reading and discussion, **Commissioner Fisher** made a motion to approve Resolution 2024-1210R ARPA Funds Designation. **Commissioner Paul** seconded the motion. Motion carried 5-0.

Approval of Bills

1. **Fisher's Building Supply** – Following review, **Commissioner Paul** made a motion to approve payment of Fisher's Building Supply bills (\$754.56) **Commissioner Cox** seconded the motion. Motion carried 4-0, with **Commissioner Fisher** abstaining due to conflict of interest.

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

3. **Wewa Outdoors** – Following review, **Commissioner Pettis** made a motion to approve payment of Wewa Outdoors bills (\$539.73) **Commissioner Fisher** 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 (\$109,773.81), re-occurring bills (\$111,139.58) and additional bills (\$43,583.15), **Commissioner Paul** 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)
(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)

MONOLITH CONSTRUCTION:

SUBSTANTIAL COMPLETION DATE-2.26.2025 FINAL PAYMENT DATE-4.2.2025

City Engineer Hunter Baumgardner presented and discussed Pay Request #3 for Monolith Construction on the fire station project.

Following discussion, **Commissioner Fisher** made a motion to approve Monolith Construction's pay request #3 (\$307,715.73) on the fire station project. **Mayor Gaskin** noted that the remaining contract balance was 797,945.83. **Commissioner Pettis** seconded the motion. Motion carried 5-0.

2. **Delinquent Utility Bills – City Manager Michael Gortman** stated they are higher than normal because we haven't done shut offs due to storm
3. **Water Losses – City Superintendent Chipper Wade** stated they are working on them
4. **SEWER INFILTRATION AND INFLOW – City Superintendent Chipper Wade** stated they smoke tested Red Bull, found 4 broke caps.
5. **Ray Dickens Fish Fry for the Sr. Citizens (October 4, 2024) - None**
6. **Lift Station – City Engineer Hunter Baumgardner** stated we got the pay request last meeting approved upon receiving the as built surveys. We have received the as built and have reviewed them, and am working to get the right legal description wrote up for it. As soon as they are complete, **Engineer Baumgardner** will let the City know when they can release the check.
7. **Overtime Report broken down by pay periods – None**
8. **Employee Water/Sewer License Testing – City Manager Michael Gortman** stated Kyle is working on his 2nd book and Blake has got to go to two other plants before scheduling testing.
 - Kyle Whitfield – Water
 - Blake Gilmore – Sewer got to get him to other 2 plants before testing
9. **Senior Building – None**
10. **Cemetery Committee & Buckhorn Decorative Fencing – None**

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Other Comments...

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Other Comments

City Attorney Michelle Jordan – heard back FDOT, about intersection at 71 and Magnolia, they are not taking any action at this time

City Attorney Michelle Jordan stated she is still looking at sex offender ordinance

City Manager Michael Gortman – State of Emergency for Hurricane Helene was signed yesterday and needs to be noted in minutes

City Manager Michael Gortman stated Ansley started yesterday and it went really good. He spoke to Jay Rushing and he is putting in his two weeks notice and then will be able to start.

City Superintendent Chipper Wade – None

City Parks & Rec Director David Paul – None

Sheriff Mike Harrison – None

City Engineers – **City Engineer Hunter Baumgardner** provided an update on the grant projects. He stated we are submitting for permits on the waste water project to DEP and anticipating that to be pretty quick. Talking with commerce, we should have the AUGF for both of the storm sewer and the waste water project, sometime in October.

Engineer Baumgardner stated we've revised the bid documents for the water line project. They required us to send in a cost estimate, so we're doing that and should be ready very soon.

City Finance Director Brittney Proctor – Stated we're going to start working on an amendment as soon as we get the rest of September bills done. So hopefully we'll have that to you end of October or early November.

City Finance Clerk Misty Robbins – None

City Clerk Rachel Jackson – Stated the October meeting falls on Halloween, would the board like to change it. The board agreed to change it and told **City Clerk Rachel Jackson** to decide on a date and let everyone know later.

Mayor/Commissioners' Comments

Commissioner Pettis – None

Commissioner Paul – None

Commissioner Cox – Discussed applying for appropriations for a new fire truck due to the age and condition of the current fire trucks.

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Following discussion, **Commissioner Cox** made a motion to approve applying for legislative appropriations to purchase a new fire truck. **Commissioner Paul** seconded the motion. Motion carried 5-0.

Commissioner Fisher – None

Mayor Gaskin – None

Adjournment

Commissioner Paul made a motion to adjourn at 8:44 am. **Commissioner Pettis** seconded the motion. Motion carried 5-0.

CITY OF WEWAHITCHKA



Phillip Gaskin, Mayor

ATTEST:


Rachel Jackson, City Clerk