

**CITY OF WEWAHITCHKA
BOARD OF CITY COMMISSIONERS
SENIOR CITIZEN BUILDING
314 N 3rd STREET
REGULAR MEETING
August 25, 2022
6:00 PM**

The City Commission met on this date, August 25, 2022 at 6:00 P.M. at the Senior Citizens/Community Building, 314 N. 3rd 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 Phillip Gaskin
Commissioner Brian Cox
Commissioner Johnny Paul
Commissioner Charlie Pettis

Sheriff

Deputy Sanders

City Attorney

Michelle Jordan

City Manager

Michael Gortman

City Clerk

Rachel Jackson

City Parks & Rec Director

David Paul

City Finance Director

Brittney Proctor

City Finance Director Trainee

Misty Robbins

Public

Waymon Hanlon
Ann Johnson
Wendy Wietzel
Tom Wynn
Tom Semmes
Gene Hanlon
Jack Husband
Hunter Baumgardner
Jo Ellen Campbell
Harvey Campbell
Ray Greer
Derrick Gerber
Jerry Pridgeon
James Rish
K-Leigh Gaskin

Approval of Agenda – **Commissioner Cox** made a motion to approve the agenda. **Commissioner Paul** seconded the motion. Motion carried 4-0.

Approval of Minutes – **Commissioner Pettis** made a motion to approve regular meeting 7/28/22, workshop 8/11/22, and workshop 8/16/22 minutes. **Commissioner Cox** seconded the motion. Motion carried 4-0.

Public Recognition – **Mayor Gaskin** asked if there was anyone from the public that was not on the agenda with anything to discuss? There was none.

Agenda

- 1. Comprehensive Planning Associates-Ray Greer – Consultant Ray Greer** provided and update about the comprehensive plan, making sure that everything is in compliance with chapter 163. The next step is updating the future land use maps. Following the map updates, the plan will be ready to present to the planning board.
- 2. RFQ-2022-0825 – Engineering Consulting Services for Waste Water Repair Project DEO agreement # M0118 (approval to advertise) – City Clerk Rachel Jackson** discussed RFQ-2022-0825 and requested approval of the RFQ and permission to advertise for engineering consulting services for the project. **Commissioner Cox** made a motion to approve RFQ-2022-0825 and permission to advertise. **Commissioner Paul** seconded the motion. Motion carried 4-0.

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 payment of Charlie Pettis Pest Services invoice (\$90.00). **Commissioner Paul** seconded the motion. Motion carried 3-0, with **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 (\$62.99). **Commissioner Pettis** seconded the motion. Motion carried 3-0, with **Commissioner Paul** abstaining due to conflict of interest.
- 4. Regular Bills** – Following review of the bills, **Commissioner Cox** made a motion to approve payment Fisher’s Building Supply (\$804.62), regular bills (\$65,946.81) re-occurring bills (\$54,932.39), and additional bills (\$26,409.91). **Commissioner Paul** seconded the motion. Motion carried 4-0.

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 counter claim was filed on Monday.

City Engineer Hunter Baumgardner presented and held an in depth line by line item discussion of a preliminary bid tabulation for re-bidding the fire station project.

Following discussion, **Commissioner Cox** made a motion for the engineers to prepare the bid documents for the re-bid of the fire station. **Commissioner Paul** seconded the motion. Motion carried 4-0.

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

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- 2. Delinquent Utility Bills – City Clerk Rachel Jackson** stated that the delinquencies were higher than last month because it is earlier in the month and there were also double the number of extensions this month compared to last month.
- 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 the panel for #11 has been shipped. The contractor is waiting on the fiberglass wet well and the panel to be built for lift station #3; the anticipated ship date of Oct 4th.
- 7. Overtime Report broken down by pay periods – None**
- 8. Buckhorn Decorative Fencing – None**
- 9. County LDR – City Engineer Jack Husband** stated that once comp plan is completed, we can get the LDR's going again.
- 10. Employee Water/Sewer License Testing – City Manager Michael Gortman** stated David took test, but did not come out as we hoped. He is getting re-scheduled to take it again. Kyle and Blake have started working on theirs again as well.
- 11. Senior Building – City Manager Michael Gortman** stated that **David Paul** has worked on doors and locks. We are waiting on the floors and air conditioning until winter time, when the air is not needed as much.
- 12. Cemetery Committee – Bro. Derek Gerber** stated that they submitted proposals to the board at July's meeting about the collapsed graves, removal of trees, and cleaning of the markers. The board directed City staff to remove trees that were causing the graves to collapse.

Ann Johnson stated the cleaning must be done a certain way to prevent them from being damaged. A cemetery workshop to review cemetery law and proper cleaning method is going to be held October 21st at the library.

Jim Rish asked if there was any plots for sale in Jehu? **Mayor Gaskin** and **City Manager Michael Gortman** explained that there are not any plots available for sale through the City in Jehu.

13. Cemetery Plot Rates – City Manager Michael Gortman presented a document with the current and proposed rates for Buckhorn Cemetery. After review of the current rates, the board instructed **City Clerk Rachel Jackson** to draft a resolution and to increase prices for non-city residents by double the rate of city residents because the city residents pay additional taxes.

Other Comments

City Attorney Michelle Jordan – None

Parks & Rec Director David Paul – None

City Manager Michael Gortman- None

Deputy Sanders (GCSO) – None

City Engineer Jack Husband – None

City Engineer Hunter Baumgardner- Stated they are working on the water line design and surveys on Jehu, E River Rd. and Lake Ave lines. Engineer Baumgardner stated they are anticipating having the design for the Jehu line completed by end of September and the other lines by the end of October. Permitting will be dependent on when the surveys come back.

Finance Director Brittney Proctor – None

City Clerk Rachel Jackson – Presented and discussed an email from Joyelle Linton at the library about the local history day that will be held November 12th from 10:00-2:00 and would like the Mayor or a Commissioner to come say a few words at the beginning of it.

City Clerk Rachel Jackson stated that **Mrs. Ann Johnson** requested a letter of support for the Historical Society and Gulf Counties efforts to preserve and re-store the Old Gulf County Court House. Following discussion of the project, the board reviewed and approved the letter.

City Clerk Rachel Jackson then asked the board to set the date and time of the Halloween festivities so that advertisement could begin. The board agreed to hold Halloween on 2nd street on Monday, October 31, 2022 from 5:00 – 7:00 pm ct.

City Clerk Rachel Jackson stated that the Florida League of Cities has recognized **Mayor Gaskin** and **Commissioner Fisher** with the John Land Years of Service Award. It honors public officials who have served for 20 years or more. **Commissioner Fisher**

has served on the board for 20 years and **Mayor Gaskin** has served for 28 years. **City Manager Michael Gortman** presented the award to **Mayor Gaskin**.

Finance Clerk Misty Robbins – None

Mayor/Commissioner Comments

Commissioner Cox – Stated that we have added new employees and are short on vehicles, **Commissioner Cox** asked **City Manager Michael Gortman** to address with them that only employees on standby should be driving city vehicles home.

Commissioner Paul – None

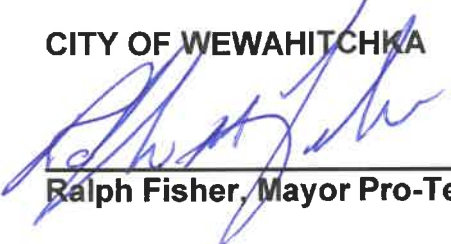
Commissioner Pettis- None

Mayor Gaskin – None

Adjournment


Commissioner Pettis made a motion to adjourn at 7:16 pm. **Commissioner Paul** seconded the motion. Motion carried 4-0.

CITY OF WEWAHITCHKA



Ralph Fisher, Mayor Pro-Tem

ATTEST:



Rachel Jackson, City Clerk

