

**CITY OF WEWAHITCHKA  
BOARD OF CITY COMMISSIONERS  
SENIOR CITIZEN BUILDING  
314 N 3<sup>rd</sup> STREET  
REGULAR MEETING  
AUGUST 26, 2021  
6:00 PM**

**Attendance**

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

**Sheriff**

Mike Harrison

**City Attorney**

Michelle Jordan

**City Manager**

Michael Gortman

**City Superintendent**

Chipper Wade

**City Clerk**

Rachel Jackson

**Finance Director**

Brittney Proctor

**Utility Billing Clerk**

Misty Robbins

**Public Present**

Ann Johnson  
Chuck Johnson  
Gene Hanlon  
Waymon Hanlon  
Jack Husband (SCE)  
Hunter Baumgardner (SCE)  
Jerry Pridgeon  
John Faircloth  
Domino Demunck  
Wendy Weitzel (The Star)

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

**Approval of Minutes** – Commissioner Paul made a motion to approve Regular Commission Meeting 7/29/2021 and Workshop 8/10/2021 minutes. Commissioner Cox seconded the motion. Motion carried 5-0.

**Public Recognition** – Mayor Gaskin asked if anyone from the public had anything to discuss. Tom Wynn stated that he is looking into grant writing, he stated that he has never done it, but he is looking at courses that are reasonable he has also looked at the Bay County grant manual that has step by step instructions.

Mr. Wynn stated that 100 year anniversary for Gulf County coming up, he said we should look into a festival for that. He also has been talking to new vendors for the Fall Festival so there may be new vendors interested in registering for it.

Mayor Gaskin thanked Mr. Wynn, and asked if anyone else in the public had anything to discuss.

**Open Public Hearing** – Mayor Gaskin stated that he missed the public hearing on the agenda and stated that we are going to adjourn the regular meeting and open the public hearing for Ordinance 2021-1214L-Land Use Change-583 S 2<sup>nd</sup> St.-Parcel # 02232-000R. Mayor Gaskin asked if anyone had any comments about the ordinance. No one in the public had any comments. Mayor Gaskin adjourned the public hearing and re-opened the regular meeting.

Agenda

1. Ordinance 2021-1214L-Land Use Change-583 S 2<sup>nd</sup> St.-Parcel # 02232-000R-(Approve final reading and adopt) – City Clerk Rachel Jackson read by title only:

ORDINANCE NO. 2021-1214L

WEWAHITCHKA COMPREHENSIVE PLAN AMENDMENT

AN ORDINANCE OF THE BOARD OF THE CITY COMMISSIONERS OF WEWAHITCHKA, FLORIDA AMENDING THE ADOPTED COMPREHENSIVE PLAN OF WEWAHITCHKA, FLORIDA, DATED JUNE 12, 1990, AS AMENDED, WHICH CONTROLS FUTURE LAND USE, GUIDES PUBLIC FACILITIES, AND PROTECTS NATURAL RESOURCES PURSUANT TO THE LOCAL GOVERNMENT COMPREHENSIVE PLANNING AND LAND DEVELOPMENT REGULATIONS ACT (CHAPTER 163, PART II, FLORIDA STATUTES); PROVIDING FOR PROVISIONS TO THE FUTURE LAND USE MAP, PROVIDING FOR A COPY ON FILE, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Fisher made a motion to approve the final reading and adopt Ordinance 2021-1214L. Commissioner Pettis seconded the motion. Motion carried 4-0 with Mayor Gaskin abstaining due to conflict of interest.

2. RV Ordinance – 2021-1213L – City Clerk Rachel Jackson stated that Michelle redrafted the RV Ordinance for the board to review. The board reviewed the ordinance. During the review, a Domino Demunck, in the public audience, stated the he did not speak during public recognition and asked if he could speak. The board stated that he could. Mr. Demunck stated that he is on the policy council for North Florida Head Start, and they would like to request that the speed bumps and the ditch in front of the head start be repaired, because both issues are creating problems when kids are being dropped off and picked up at school.

After review, Mayor Gaskin asked what would the board like to do in regards to the RV Ordinance? John Faircloth, a member in the public audience, asked what the RV Ordinance was about. Mayor Gaskin told Mr. Faircloth that the City had been working on the ordinance for quite a while and he could pick up a copy of the draft ordinance at City Hall. City Clerk Rachel Jackson also stated that a draft of the ordinance was available on the City website for review.

Following discussion, the board decided to table the ordinance until next meeting for further review by both the public and the board.

3. Resolution 2021-1177R - Variance Correction John Hudnell - 295 Beeline St. – City Clerk Rachel Jackson explained that at the last meeting a variance request had been granted for John Hudnell @ 295 Beeline St. for 1 foot. There was an error with the request and the variance that he was requesting was actually for 6.5 foot.

After review, Commissioner Pettis made a motion to move the variance request to next meeting, until Mr. Hudnell could provide notarized letter from his daughter-in-law stating that she has no issue with the variance in order to approve it. Commissioner Paul seconded the motion. Motion carried 5-0.

## REGULAR MEETING

August 26, 2021 @ 6:00 pm

Page 3

Agenda Items cont'd....

**4. Resolution 2021-1178R - State Wide Mutual Aid Agreement 2021 – City Clerk Rachel Jackson** stated she received an email from Gulf County Emergency Management asking that we adopt an updated resolution for the SMAA. Florida Department of Emergency Management some changes to the resource request forms and the FEMA equipment rate schedule and were asking that the agreements be updated.

After review, **Commissioner Paul** made a motion to adopt Resolution 2021-1178R, Statewide Mutual Aid Agreement. **Commissioner Pettis** seconded the motion. Motion carried 5-0

**5. Senior Citizens Building Lease Agreement –** The board reviewed and discussed the old lease agreement and decided that the attorney needed to review the agreement further before any decisions were made regarding renewing the lease.

**6. COVID-19 - None**

### Approval of Bills

**1. Cox Transmission – Commissioner Paul** made a motion to approve payment of Cox Transmission invoice for repairing the radiator on Van #18. (\$648.00) **Commissioner Pettis** seconded the motion. Motion carried 4-0, with **Commissioner Cox** abstaining due to conflict of interest.

**2. Fisher's – Commissioner Pettis** made a motion to approve payment of Fisher's Building Supply invoices. (\$363.79) **Commissioner Paul** seconded the motion. Motion carried 4-0, with **Commissioner Fisher** abstaining due to conflict of interest.

**3. Wewa Outdoors – Commissioner Cox** made a motion to approve payment of Wewa Outdoors for June and August invoices. (\$72.98) **Commissioner Pettis** seconded the motion. Motion carried 4-0, with **Commissioner Paul** abstaining due to conflict of interest.

**4. Charlie Pettis Pest Services – Commissioner Paul** made a motion to approve payment of Charlie Pettis Pest Services from July and August (\$180.00). **Commissioner Cox** seconded the motion. Motion carried 4-0, with **Commissioner Pettis** abstaining due to conflict of interest.

**5. Regular Bills –** After review of the regular (\$33,088.65), re-occurring (\$61,844.95), and additional bills (\$25,618.92), **Commissioner Cox** made a motion to approve payment of them. **Commissioner Paul** seconded the motion. Motion carried 5-0.

### Old Business/Open Items

**1. Fire station/old City Hall – City Engineer Jack Husband** stated that they are continuing on although it has been raining a lot.

**Commissioner Fisher** stated that the completion dates needed to be updated on the Old Business/Open Items list. **City Clerk Rachel Jackson**, stated that she would update it.

**Mayor Gaskin** asked if someone had gotten with the Contractor about the building being out of square. **Engineer Jack Husband** said they have some anchor bolt problems and they are being sorted through, when they poured the slab it was off by 2" to 2 1/2" on some of their anchor bolts and they cut them. **Engineer Jack Husband** stated that they were in conversation with the building engineer and our foundation plans to find a solution for the issue.

**REGULAR MEETING**

**August 26, 2021 @ 6:00 pm**

**Page 4**

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

After further discussion, **Commissioner Fisher** stated that the Contractor needs to come before the board. **Engineer Jack Husband** stated that he will let him know and assured the board that they will get it corrected. **Commissioner Fisher** also asked if there is builder's risk insurance on it **Engineer Husband** responded that there is.

**2. Delinquent Utility Bills – None**

- 3. Water Losses – City Superintendent Chipper Wade** stated that the flow meter at the water plant is not reading properly and needs to be repaired or replaced. To repair the quote is \$2,400.00, but can't be guaranteed to work properly. The quote to replace with a laser controlled flow meter wrap around is \$3,900.00.

After discussion, **Commissioner Cox** made a motion to purchase the new flow meter wrap around. **Commissioner Paul** seconded the motion. Motion carried 5-0.

- 4. SEWER INFILTRATION AND INFLOW – City Manager Michael Gortman** stated Lift Stations #4 and #3 are having issues near College Park. Last time they did smoke tests they had a few areas but they were corrected, so they are not sure where the problems are coming from now.

**5. Ray Dickens Fish Fry for the Sr. Citizens (October 2, 2021) – None**

- 6. Lift Stations – Engineer Hunter Baumgardner** discussed and presented pictures of man holes with I & I issues. **Engineer Baumgardner** stated that the pictures were taken after 3.1" of rain, it had the whole system backed up. They believe that a majority of the problem is with the I & I and the undersized line at Church Street. **Engineer Hunter Baumgardner** stated that what they propose to help the situation would be to re-route #5 to Lake Grove Road and to install a lock and man hole lid. **Engineer Baumgardner** asked **City Clerk Rachel Jackson** if it was possible to get an amendment to the DEO grant. **City Clerk Rachel Jackson** responded that she can ask, however since there was recently a SOW amendment approved on that grant it probably would not be an option.

After further discussion, the board directed **City Superintendent Chipper Wade** to begin smoke tests again to find the open lines to reduce I & I issues.

**Engineer Hunter Baumgardner** then requested approval from the board to submit drawings to DEP for permitting. Mayor Gaskin asked if the City has reviewed the drawings, **Engineer Baumgardner** stated that he would send them over to **City Manager Michael Gortman** for review.

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

**8. Buckhorn Archway – None**

- 9. County LDR – City Attorney Michelle Jordan** stated that she is working on them, but they are not completed yet.

- 10. Employee Water/Sewer License Testing – City Manager Michael Gortman** stated David Paul went to the Bay County plant to review it, and will be taking his test next week.

Other Comments

**City Superintendent** – None

**City Manager** – Stated that we need 3 new laptops, after discussion **Mayor Gaskin** stated that he would like to review the quotes and specifications on them.

**Sheriff** – **Sheriff Mike Harrison** presented the Law Enforcement Service Agreement for the 2021-2022 budget. **Sheriff Harrison** stated that he is requesting a \$2,400 increase to keep up with the base salary of a deputy. He explained that there had been no increase in 4 years. **Commissioner Paul** made a motion to accept the law enforcement agreement. **Commissioner Pettis** seconded the motion. Motion carried 5-0.

**City Engineer** – **Engineer Hunter Baumgardner** stated that they have been working on the grant applications. **Engineer Baumgardner** stated that he needed direction on how the board would like to proceed regarding two of the proposed projects, one was hardening the Senior/Community Building and the other was building a whole new storm shelter. **Engineer Baumgardner** explained that he found out we can only submit an application for one of the projects because it would be considered a duplication of funds. **Engineer Jack Husband** stated that he would recommend applying to build a new facility, because the cost of the new facility would be less than trying to harden the current building. The board directed **Engineer Hunter Baumgardner** to proceed with the application for the new facility.

**Finance Director** – **Finance Director Brittney Proctor**, stated that last month the board voted to added Misty and Brian as signors for the checking accounts, the resolution did not support that and need to be updated in order to make those changes. **Mayor Gaskin** asked her to read the resolution. **Finance Director Brittney Proctor** read by title,

**RESOLUTION 2021-1179R**

**A RESOLUTION OF THE CITY OF WEWAHITCHKA, GULF COUNTY, FLORIDA, AUTHORIZING VARIOUS BANKING ACTIVITIES BY SPECIFIED INDIVIDUALS IDENTIFIED BY TITLE ON BEHALF OF THE CITY AND PROVIDING FOR AN EFFECTIVE DATE**

**Commissioner Paul** made a motion to accept the resolution. **Commissioner Pettis** seconded the motion. Motion carried 5-0.

**Finance Director Brittney Proctor** then presented and discussed the FLAIR report.

**Finance Director Brittney Proctor** also stated she reviewed the procurement policy and discussed with Michelle going out for bid about the dental, vision and life insurance. Michelle does don't think that we need to go out for bid on them because the dental and vision are employee paid, so there is no cost to the city and the life insurance would be under the procurement threshold. The agent already obtained different quotes, so there is no need to go out for bid. The changes would save both the City and the employees' money. The board agreed to make the changes.

**City Clerk** – None

**Utility Billing Clerk** – None

**City Attorney** – None

Mayor/Commissioners' Comments

**Commissioner Cox** – Asked **City Superintendent Chipper Wade** about getting the flashing repaired on the Senior/Community Building. **Superintendent Wade** stated that they are working on it.

**Commissioner Paul** – Discussed the speed bumps and ditches that Mr. Demunck asked about earlier in the meeting.

**Commissioner Paul** also discussed the water lines on Jehu Road. The board agreed that the issue could not wait until grants were available to fund the project and directed **City Superintendent Chipper Wade** to fix the issue.

**Commissioner Pettis** – None

**Commissioner Fisher** – None

**Mayor Gaskin** – None

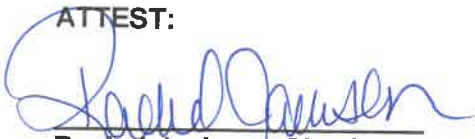
Adjournment

**Commissioner Fisher** made a motion to adjourn at 7:09 p.m. **Commissioner Cox** seconded the motion. Motion carried 5-0.

CITY OF WEWAHITCHKA

  
\_\_\_\_\_  
Phillip Gaskin, Mayor

ATTEST:

  
\_\_\_\_\_  
Rachel Jackson, City Clerk

