

**CITY OF WEWAHITCHKA
BOARD OF CITY COMMISSIONERS
SENIOR CITIZEN BUILDING
314 N 3rd STREET
REGULAR MEETING
April 28, 2022
6:00 PM**

The City Commission met on this date, April 28, 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 Joey Smith** to lead a prayer and everyone said the Pledge of Allegiance.

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

City Finance Director

Brittney Proctor

City Utility Billing Clerk

Misty Robbins

Public Present

Jason Glover
John Strzalka
Joe Boatright
Angela Benson
Ann Johnson
Dawn Whitfield
Pam Smith
Joey Smith
Debra Harvell
James Harvell Sr
Dave Hodson
Derrick Gerber
Tom Wynn
Wendy Weitzel
Gene Hanlon
Hunter Baumgardner
Jack Husband

Approval of Agenda – Commissioner Fisher 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 3/24/22, special meeting 4/1/22, and special meeting 4/14/22 minutes. Commissioner Pettis seconded the motion. Motion carried 5-0.

Open Public Hearing – At 6:05 pm Mayor Gaskin recessed the regular meeting and opened a public hearing regarding the Family Dollar Variance Request - 809 S Hwy 71.

Family Dollar Representative John Strzalka presented the variance request proposing renovation of building and expansion of store. Additionally, **Mr. Strzalka** proposed a loading area be moved to the rear of property, requesting 12 feet of right of way to be paved which they would enter into a maintenance agreement with the City in which Family Dollar would maintain the area.

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Public Hearing cont'd....

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Mayor Gaskin and **Commissioner Fisher** expressed concerns regarding the issue with the trucks damaging the roads and ditches.

City Engineer Jack Husband presented and discussed document showing current situation at the Family Dollar and addressed issues regarding the need for a survey. **Engineer Husband** also stated there is already erosion on River Road and Taylor Street caused by the trucks that would need to be addressed. **Engineer Husband** stated he felt it is possible to approve the variances requested, however some improvements would have to be made.

The Board agreed that they need to see a survey before making a decision regarding the variance request. Following discussion, **Commissioner Pettis** made a motion to table Family Dollar Variance Request-809 S Hwy 71 until a survey can be provided for the board's review. **Commissioner Paul** seconded the motion. Motion carried 5-0.

At 6:39 pm, **Commissioner Fisher** made a motion to adjourn the public hearing and continue the regular meeting. **Commissioner Pettis** seconded the motion. Motion carried 5-0.

Public Recognition

Joe Boatright addressed the board asking if he could work out a payment arrangement for water and sewer capital facilities charges at his property located at 275 Tennessee Ave. **Mr. Boatright** stated he was able to put \$4,000.00 down and make monthly payments of \$100.00 in addition to his regular monthly bill.

Following discussion, **Commissioner Paul** made a motion for **City Attorney Michelle Jordan** to draft an agreement that would allow for the arrangement. **Commissioner Pettis** seconded the motion. Motion carried 5-0.

Dawn Whitfield addressed the board about an issue with building located at 130 Hwy 22. **Mrs. Whitfield** stated the building was damaged during Hurricane Michael, there has been no effort to repair it. She stated it is an eyesore and needs to be addressed. Following discussion, the Board directed **City Manager Michael Gortman** to add the building to the code enforcement list.

Agenda

1. **RFQ 2022-0210-Comprehensive Plan Update Services – City Clerk Rachel Jackson** stated that no RFQ's were received. **Engineer Jack Husband** stated that he knew a planner who was interested in the project that he would allow to run through his company's standing contract. The planner r he had not seen the advertisement for the RFQ request, but would be glad to do the project. The board directed **City Clerk Rachel Jackson** to email scope to **Engineer Jack Husband** to pass along to the planner.

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2. Ordinance No 2022-1218L Ward III and Ward IV Elections (first reading/approval to advertise) – City Clerk Rachel Jackson presented and discussed election Ordinance No 2022-1218L. Following discussion regarding swearing in dates, **City Clerk Rachel Jackson** read by title only

ORDINANCE NO. 2022-1218L
AN ORDINANCE OF THE CITY OF WEWAHITCHKA PROVIDING FOR A CITY ELECTION, PROVIDING FOR QUALIFYING DATES AND A QUALIFYING FEE, DESIGNATING POLLING PLACE(S), AUTHORIZING THE APPOINTMENT OF ELECTION OFFICERS, STATING WHO MAY VOTE, PROVIDING FOR VOTE BY MAIL BALLOTS, PROVIDING FOR THE APPOINTMENT OF A CANVASSING BOARD AND PROVIDING FOR AN EFFECTIVE DATE.

Following reading, **Commissioner Fisher** made a motion to approve the first reading and advertise Election Ordinance No. 2022-1218L. **Commissioner Paul** seconded the motion. Motion carried 5-0.

3. DEO-CDBG-DR Waste Water Repair Grant Agreement- City Clerk Rachel Jackson discussed and request the boards acceptance of the CDBG-DR Waste Water Repair Grant agreement for \$8,500,000 and permission for the Mayor to sign the agreement. **Commissioner Paul** made a motion to accept the agreement and for **Mayor Gaskin** to sign it. **Commissioner Cox** seconded the motion. Motion carried 5-0.

4. COVID-19 – None

Approval of Bills

1. Fisher's – Commissioner Paul made a motion to approve payment of Fisher's Building Supply invoices for \$1,720.50. **Commissioner Cox** seconded the motion. Motion carried 4-0, with **Commissioner Fisher** abstaining due to conflict of interest.

2. Charlie Pettis Pest Services – Commissioner Cox made a motion to pay Charlie Pettis Pest Services invoice for \$90.00. **Commissioner Paul** seconded the motion. Motion carried 4-0, with **Commissioner Pettis** abstaining due to conflict of interest.

3. Wewa Outdoors – Commissioner Cox made a motion to approve payment Wewa Outdoors invoices for \$68.95. **Commissioner Fisher** seconded the motion. Motion carried 4-0, with **Commissioner Paul** abstaining due to conflict of interest.

4. Regular Bills –After review, **Commissioner Cox** made a motion to approve payment of the regular, re-occurring, and additional bills. **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

City Attorney Michelle Jordan stated she had a call with the bond company phone call, need to get clarification regarding the change orders. **City Attorney Jordan** explained that the bond company wants to ensure that the final product is acceptable to the City.

Following discussion, the board directed **City Attorney Jordan** to follow the original bid and signed/executed change orders.

2. Delinquent Utility Bills - None

3. Water Losses – **Commissioner Brian Cox** stated there is a leak at on Red Bull Island by the sewer plant. A fire hydrant at the industrial park that has water loss every time it is turned on. **Mayor Gaskin** instructed **City Superintendent Chipper Wade** to dig up the fire hydrant and find out what is wrong with it.

Commissioner Johnny Paul stated there is a water leak at hydrant across the road at Buy Rite pharmacy and asked **City Superintendent Chipper Wade** to repair that leak also.

4. SEWER INFILTRATION AND INFLOW – None

5. Ray Dickens Fish Fry for the Sr. Citizens (October 7, 2022) - None

6. Lift Station – **City Engineer Hunter Baumgardner** presented pay request #1 in the amount of \$86,357.02 from North Florida Construction for the DEO lift stations project. **Engineer Baumgardner** explained that the contractor was asking for payment of the bonds and a majority of the pay request was for stored materials. He presented the sales orders and invoices for the stored materials, all to be shipped to the City Annex for storage and recommended payment of the pay request. **Following discussion, Commissioner Paul** made a motion to approve pay request #1 to North Florida Construction for \$86,357.02. **Commissioner Fisher** seconded the motion. Motion carried 5-0.

Engineer Hunter Baumgardner presented and discussed Change Order #1 from North Florida Construction on DEO lift Station project. **Engineer Baumgardner** explained that there the control panel for lift station # 11 increased by \$7,412.98, and the contractor was requested an additional 112 days due to the delay in shipment of the control panel. Following discussion, **Commissioner Fisher** made motion to approve the change order contingent upon approval DEO for a time extension. **Commissioner Paul** seconded the motion. Motion carried 5-0.

Engineer Baumgardner provided on an update on the separate contract on lift station #3 that we are doing with the ARPA funding. He stated that he has received the signed contract, but is awaiting insurance and bonds before he brings the contract for board approval.

7. **Overtime Report broken down by pay periods - None**
8. **Buckhorn Decorative Fencing – Commissioner Cox** stated he is still looking for something on it, he has found a couple of things, but it isn't what we want.
9. **County LDR – None**
10. **Employee Water/Sewer License Testing – City Manager Michael Gortman** stated that David Paul is studying and getting date for test for water.
11. **Senior Building – Mayor Gaskin** asked if the roof had been fixed on the Senior Building, **City Superintendent Chipper Wade** stated yes.

Commissioner Fisher asked about the stove, following discussion the Board directed **City Manager Michael Gortman** to contact County Administrator regarding the county's half of money for stove.

Commissioner Cox addressed the other issues regarding the Senior Building the front and back doors, and the floors in the A/C room. **City Superintendent Chipper Wade** stated they had not had time to make the repairs/replacements yet. **Commissioner Cox** said the work order for the door repairs has been in since September. **Mayor Gaskin** said to put David Paul or Kyle on the door replacement.

Other Comments

City Manager Michael Gortman – Stated he has ordered the generator for the consent order it is 17-18 weeks out.

City Manager Michael Gortman stated we need a new camera system at the shop. It has been hit by lightening 2 or 3 times. If we don't get a new system, we will not continue to be able to get the inmates, so I'll be bringing quotes for review soon.

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City Manager Gortman stated we need to hire another employee, we have received a few applications, upon reviewing them I would like to recommend we hire Chris Hoover. Following discussion, **Commissioner Pettis** made a motion to hire Chris Hoover at the rate of \$17.00 per hour. **Commissioner Fisher** seconded the motion. Motion carried 5-0.

Additionally, the board discussed increasing pay rates for other city staff. Following discussion, **Commissioner Paul** made a motion to increase Corey Hooper and Blake Gilmore's pay rate to \$17.00 per hour at next pay period and re-address pay rates during budget. **Commissioner Pettis** seconded the motion. Motion carried 5-0.

City Manager Michael Gortman also discussed other possible changes to staffing if Tommy Daniels retires.

City Attorney Michelle Jordan – None

Finance Director Brittney Proctor – None

Utility Billing Clerk Misty Robbins – None

City Clerk Rachel Jackson – Stated that Robert Farmer with the Gulf County Senior Citizens Center called and invited the Commissioners to Cinco de Mayo at the Senior Center in Port St. Joe on May 5, 2022 at 12:00 et.

City Superintendent Chipper Wade – Stated that he had a state bid on the Skag for \$7,600.00, he hasn't gotten a price on the Big Dawg yet but requested permission to order. The board stated if it was in budget to go ahead with the purchase.

City Engineer Hunter Baumgardner presented and discussed a task order for waterline DEO project 20-706-11. Following discussion, **Commissioner Cox** made a motion to approve the task order. **Commissioner Paul** seconded the motion. Motion carried 5-0.

Sheriff - None

Mayor/Commissioners' Comments

Commissioner Cox- None

Commissioner Paul- Stated we need to go ahead and get summer employees, board directed the City Manager to contact school about summer employees.

Commissioner Paul asked about the status of the noise ordinance. **City Attorney Michelle Jordan** stated will have it ready at next meeting.

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Commission Paul and Mayor Gaskin discussed road patching.

Tom Wynn stated that the 4th street hole that was patched is bad again. **City Superintendent Chipper Wade** said it needs concrete, they are trying to get concrete to make repairs.

Commissioner Pettis – Stated that David Paul would like have fish fry at the end of month or beginning of June. Following discussion, **Commissioner Pettis** he would coordinate with David Paul and plan for the first Friday of June.

Commissioner Fisher – None

Mayor – None

Adjournment

Commissioner Pettis made a motion to adjourn the meeting at 7:56 PM. **Commissioner Paul** seconded the motion. Motion carried 5-0.

CITY OF WEWAHITCHKA



Phillip Gaskin, Mayor

ATTEST:



Rachel Jackson, City Clerk

