

**CITY OF WEWAHITCHKA
BOARD OF CITY COMMISSIONERS
Senior/Community Building
REGULAR MEETING
January 30, 2025
6:00 PM**

The City Commission met on this date January 30, 2025 at 6:00 P.M. at the Wewahitchka Senior/Community Building, 314 N. 3rd St, Wewahitchka, Florida. **Mayor Gaskin** called the meeting to order, asked **Sheriff Harrison** to lead a prayer, and everyone said the Pledge of Allegiance.

Attendance

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

Public

Chris Karagiannis
Gulf County Commissioner Spike McLemore
Tom Wynn
Sammy Bailey
Chuck Johnson

City Manager

Michael Gortman

City Clerk

Rachel Jackson

City Attorney

Michelle Jordan

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

Jack Husband

Sheriff's Office

Mike Harrison

Approval of Agenda

Commissioner Cox 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 1.6.25 Regular Meeting minutes. **Commissioner Paul** seconded the motion. Motion carried 5-0.

Public Recognition

Sammy Bailey asked the board if the roof on the building at TL James Park could be started. Discussion followed regarding funding sources and what needs to be done

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to repair it. The Board instructed **City Manager Michael Gortman** to get 3 quotes and see how much it would cost.

Agenda

- 1. 2024-1212R-Community/Senior Building Resolution – City Clerk Rachel Jackson** stated this was the resolution that put the rates in place for the Senior Building rental, that was discussed at the last meeting.

Mayor Gaskin read **Resolution 2024-1212R** by title only. Following reading, **Commissioner Cox** made a motion to approve **Resolution 2024-1212R**. **Commissioner Paul** seconded the motion. Motion carried 5-0.

- 2. 2025-1213R-Excessive Force CDBG Resolution – City Clerk Rachel Jackson** explained that the CDBG federal grants that the city have for the water lines, waste water, and storm sewer projects require that the City have certain policies in place in relation to the projects. She explained that the excessive force policy protected individuals engaged in nonviolent civil right demonstrations.

Following discussion, **Commissioner Fisher** made a motion to approve **Resolution 2025-1213R**. **Commissioner Pettis** seconded the motion. Motion carried 5-0.

- 3. 2025-1214R-Anti-Fraud, Waste, Abuse CDBG Resolution – City Clerk Rachel Jackson** stated **Resolution 2025-1214R** puts a policy in place for administering the CDBG grant and provides prevention measures against fraud, waste, and abuse of federal funds.

Following discussion, **Commissioner Pettis** made a motion to approve **Resolution 2025-1214R**. **Commissioner Paul** seconded the motion. Motion carried 5-0.

- 4. 2025-1215R-Quality Assurance/Quality Control CDBG Resolution – City Clerk Rachel Jackson** explained **Resolution 2025-1215R** puts a policy in place related to quality assurance and control of the CDBG projects.

Following discussion, **Commissioner Cox** made a motion to approve **Resolution 2025-1215R**. **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 Fisher's Building Supply bills (\$450.41) **Commissioner Pettis** seconded the motion. Motion carried 4-0, with **Commissioner Fisher** abstaining due to conflict of interest.
- 2. Charlie Pettis Pest Services-** Following review, **Commissioner Paul** made a motion to approve Charlie Pettis Pest Services bill (\$90.00) **Commissioner Fisher** seconded the motion. Motion carried 4-0, with **Commissioner Pettis** abstaining due to conflict of interest.

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3. **Wewa Outdoors** – Following review, **Commissioner Pettis** made a motion to approve payment of Wewa Outdoors bills (\$59.00) **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 (\$39,165.95), re-occurring bills (\$110,085.75) and additional bills (\$31,237.79), **Commissioner Pettis** seconded the motion. Motion carried 5-0.
5. **Monthly Budget Update** – **Mayor Gaskin**, asked **Finance Director Brittney Proctor** if it was looking okay? **Finance Director Brittney Proctor** stated other than the fuel everything looks like it's going well.

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

Engineer Hunter Baumgardner presented pay request 7 for Monolith Construction in the amount of \$302,138.39. He stated Mr. Ralph and I did a final punch list with the contractor, and the pay request presented is contingent upon punch list completion.

Following discussion, **Commissioner Cox** made a motion to approve Monolith Construction's pay request 7 for \$302,138.39. **Commissioner Paul** seconded the motion. Motion carried 5-0.

Chris Karagiannis with Monolith Construction provided an update stating that they have received the certificate of occupancy and that the project is about 30 days ahead of schedule. They would like to plan for March 10th for a grand re-opening, but will work with the City to plan and schedule it.

2. **Delinquent Utility Bills** – **City Clerk Rachel Jackson** discussed the 23-24 bad debts and **Mayor Gaskin** read the list of names. **Mayor Gaskin** also instructed **City Clerk Rachel Jackson** to add the extension list and bad debts to open items.

Commissioner Cox asked **City Clerk Rachel Jackson** if she could provide a summary of bad debts that have been paid in the last few years. She stated yes she would.

3. **Water Losses** – **City Superintendent Chipper Wade** said they working on it

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4. **SEWER INFILTRATION AND INFLOW** – City Superintendent Chipper Wade said they working on it
5. **Ray Dickens Fish Fry for the Sr. Citizens (October 3, 2025)** - None
6. **Overtime Report broken down by pay periods** – None
7. **Employee Water/Sewer License Testing** – City Manager Michael Gortman provided and update:
 - Kyle Whitfield – Water – has 15 days left on book has 5 chapters to submit within 15 days
 - Blake Gilmore – Sewer – ready to take test
8. **Senior Building** – None
9. **Cemetery Committee & Buckhorn Decorative Fencing** – None

Other Comments

County Commissioner McLemore - None

County Commissioner Husband – requested dual meeting with City and County to discuss the road bond and courthouse on February 11th or 12th. The City board agreed to a dual workshop tentatively for Wednesday, February 12th @ 8:00 ct.

County Commissioner Husband stated a constituent asked if the wording on the sign could be changed West Arm Creek of the Famous Dead Lakes. Following discussion, the board agreed to the change.

County Commissioner Husband stated they shot the grade on Parker Street, but he does not think that it will work. Following discussion, the Board directed **City Manager Michael Gortman** to contact fish and game about the beavers.

Sheriff Harrison – talked with Michael about an issue in the park, we need to get an ordinance in place to help solve the issue with people sleeping/camping in parks. **City Attorney Michelle Jordan** stated she will reach out to **County Attorney Jeremy Novak** about mirroring the county ordinance.

Engineer Hunter Baumgardner – stated he has been working on the DOT application, will need resolution and he will work with **City Clerk Rachel Jackson** on getting that resolution. Once we have that we will submit the application to DOT.

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City Engineer Hunter Baumgardner stated we have the bid docs finalized on the water line project, now have the AUGF for all of the projects and they should start moving forward more quickly.

City Attorney Michelle Jordan – stated she will call in next month having a stent put in.

City Manager Michael Gortman – presented a packet for TL James baseball field lights, the co-op doing some work, city buying supplies and getting an electrician. After the Co-op part, the city costs will be about \$194,631.00 plus the cost of electrician. The county said they will give us \$50,000 per year when we get the project finished.

Following discussion, the board instructed **Engineer Jack Husband** to look into FRDAP grant, and instructed **City Clerk Rachel Jackson** to add that on the open items list.

City Superintendent Chipper Wade – None

City Parks & Rec Director David Paul – None

City Clerk Rachel Jackson – None

City Finance Director Brittney Proctor – None

City Finance Clerk Misty Robbins – None

Mayor/Commissioners' Comments

Commissioner Cox – None

Commissioner Paul – None

Commissioner Pettis – None

Commissioner Fisher – None

Mayor Gaskin – discussed letter sent to FDEM regarding reimbursement on the fire station project due to FDEM holding funds that the City has submitted requests for dating back to August 2024.

Mayor Gaskin discussed the storm drain on East River Road, having problems with it, asked **City Superintendent Chipper Wade** to go check culvert. **Engineer Hunter Baumgardner** asked to also to join meeting to look at the problem area.

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Adjournment

Commissioner Fisher made a motion to adjourn at 7:11. Commissioner Pettis seconded the motion. Motion carried 5-0.

CITY OF WEWAHITCHKA



Phillip Gaskin, Mayor

Ralph Fisher, Mayor-Pro-tem

ATTEST:



Rachel Jackson, City Clerk

