

**CITY OF WEWAHITCHKA
BOARD OF CITY COMMISSIONERS
Senior/Community Building
REGULAR MEETING
November 21, 2024
6:00 PM**

The City Commission met on this date November 21, 2024 at 6:00 P.M. at the Wewahitchka Senior/Community Building, 314 N. 3rd St, Wewahitchka, Florida. **Mayor Gaskin** called the meeting to order, **Sheriff Harrison** lead a prayer, and everyone said the Pledge of Allegiance.

Attendance

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

Public

Troy Rowe
Chris Karagiannis

City Manager

Michael Gortman

City Clerk

Rachel Jackson

City Parks & Rec Director

David Paul

City Finance Director

Brittney Proctor (VIA VIDEO CONF)

City Finance Clerk

Misty Robbins

City Engineer-SCE

Clay Murphy

Sheriff's Office

Mike Harrison

Approval of Agenda

Commissioner Paul made a motion to approve the agenda. **Commissioner Cox** seconded the motion. Motion carried 3-0.

Approval of Minutes

After review, **Commissioner Cox** made a motion to approve 10.29.24 Regular Meeting minutes. **Commissioner Paul** seconded the motion. Motion carried 3-0.

Public Recognition

Troy Rowe stated he was following up on Parker Street drainage. **City Manager Michael Gortman** stated he spoke to **County Commissioner Husband** today, they have shot grade and believe that it's going to work. **City Manager Michael Gortman** stated **Gulf County Public Works Director Mark Cothran** had been out of town, but hopefully they will have more answers sometime next week.

Agenda

1. Dairy Farm Estates Development Order – Engineer Clay Murphy presented and

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discussed the plans for Dairy Farm Estates and requested approval of the development order.

Following review and discussion, **Commissioner Cox** made a motion to approve the development order. **Commissioner Paul** seconded the motion. Motion carried 3-0.

1. **Resolution 2024-1212R – Community/Senior Building Rental Fees – City Clerk Rachel Jackson** stated since the City has taken over handling the rental of the Sr/Community Building we need to get a resolution in place to set the rental fees. Following discussion, **Commissioner Cox** made a motion to table the resolution until the January commission meeting for further discussion. **Commissioner Paul** seconded the motion. Motion carried 3-0.

2. **Florida Forest Service Volunteer Fire Assistance Grant – City Clerk Rachel Jackson** stated that Florida Forest Service awarded a Volunteer Fire Assistance Grant to the fire department for new radio equipment. The grant is a 50/50 match grant for which the 50% match had been budgeted in the 24-25 fire department budget in the event that the grant was awarded.

City Clerk Rachel Jackson asked that the board accept the grant, waive the bid policy and allow the purchase of the radio equipment based on a quote received from Mobile Communications.

Following discussion, **Commissioner Cox** made a motion to accept the Florida Fire Service VFA Grant, waive the bid policy and purchase the radio equipment with the fire departments budgeted funds based on a quote from Mobile Communications for \$20,647.40. **Commissioner Paul** seconded the motion. Motion carried 3-0.

3. **2023-2024 Budget Amendment – Commissioner Pettis** entered the meeting at 6:24 pm.

Finance Director Brittney Proctor led a detailed discussion regarding the 2023-2024 Budget Amendment. **Mayor Gaskin** asked **Finance Director Brittney Proctor** to start providing updated line item budget expense reports through the preceding month, with the monthly commission meeting packages in order to prevent line items from going over budget. **Finance Director Brittney Proctor** confirmed she would include them.

Following discussion, **Commissioner Paul** made a motion to approve the 2023-2024 Budget Amendment. **Commissioner Cox** seconded the motion. Motion carried 4-0.

4. Added agenda item pay request for fire station project from Monolith Construction for \$105,926.28. **Chris Karagiannis** with Monolith Construction provided an update on the fire station progress.

Following update and review of the pay request #5, **Commissioner Paul** made a motion to approve the pay request. **Commissioner Pettis** seconded the motion. Motion carried 4-0.

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Approval of Bills

- 1. Fisher's Building Supply** – Moved to regular bills, in **Commissioner Fisher's** absence.
- 2. Charlie Pettis Pest Services-** Following review, **Commissioner Paul** made a motion to approve Charlie Pettis Pest Service bill (\$90.00) **Commissioner Cox** 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 (\$14.75) **Commissioner Pettis** seconded the motion. Motion carried 3-0, with **Commissioner Paul** abstaining due to conflict of interest.
- 4. Regular Bills** – Following review and discussion, **Commissioner Pettis** made a motion to approve payment of the regular bills (\$44,399.94), re-occurring bills (\$48,563.37) and additional bills, including late addition of Darley bill for the fire department for \$1,170.17, total additional bills (\$74,715.90), and Fisher's Building Supply bills (\$331.04) **Commissioner Cox** 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)

MONOLITH CONSTRUCTION:
SUBSTANTIAL COMPLETION DATE-2.26.2025 FINAL PAYMENT DATE-4.2.2025

None

- 2. Delinquent Utility Bills** – None
- 3. Water Losses** – **City Manager Michael Gortman** said they are working on them.
- 4. SEWER INFILTRATION AND INFLOW** – None
- 5. Ray Dickens Fish Fry for the Sr. Citizens (October 3, 2025)** - **Commissioner Pettis** stated it went well and **City Parks & Rec Director David Paul** stated we fed about 250 people, and we would probably want to get more next year because we ran out early.
- 6. Overtime Report broken down by pay periods** – None
- 7. Employee Water/Sewer License Testing** – **City Manager Michael Gortman** provided and update:

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Old Business/Open Items cont'd...

- Kyle Whitfield – Water – Kyle is working on his
- Blake Gilmore – Florida rural water got a new sewer guy he came and met with Blake, he will be taking Blake to a couple of plants the first week of December so that Blake can take his test soon.

8. Senior Building – City Parks & Rec Director David Paul stated we need to look at different tables because people who rent building have requested round instead of rectangle tables, continued discussion regarding rental rates for the building.

9. Cemetery Committee & Buckhorn Decorative Fencing – None

Other Comments

City Manager Michael Gortman – Griffin Traffic assessed the school lights, the light on 71 was hit by lightning, it needs a new controller. The controller on the school road needs 2 new lights and a new controller. We have a quote of \$4,000.00. We have it in the budget to make the repairs.

City Manager Michael Gortman discussed a meeting held at the County regarding advertising online would allow the city access for a reduced costs approximately \$665.00 per year. **City Manager Gortman** explained how Municode in conjunction with Civic Plus would be able to allow the county and city the ability to be able to advertise on their websites.

Additionally, the board instructed **City Clerk Rachel Jackson** to go ahead and look into Municode for the codification process since the comp plan and LDR's have been completed.

Following discussion, **Commissioner Paul** made a motion to approve the City moving forward with advertising online via Municode/CivicPlus with Gulf County. **Commissioner Pettis** seconded the motion. Motion carried 4-0.

City Parks & Rec Director David Paul – None

Sherriff Mike Harrison - provided an update on October calls. There are 314 calls county wide, 89 in City of Wewa, which is 28% of North end calls. The Sheriff's office has been very busy, there are lots of complaints on speeding on Chipola Ave. The officers wrote some citations, there were also complaints on West River Road. There were 102 traffic stops in the City of Wewa; 79 were for speeding.

City Finance Director Brittney Proctor – None

City Clerk Rachel Jackson – asked if the board wanted to move the December meeting due to the holidays. Following discussion, **Commissioner Paul** made a motion to move the regular December commission meeting to January 6, 2025. **Commissioner Pettis** seconded the motion. Motion carried 4-0.

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City Finance Clerk Misty Robbins – None

Mayor/Commissioners' Comments

Commissioner Cox – stated we need the attorney to check travel trailer ordinance regarding if it is allowable for someone to rent a spot for someone to put a travel trailer on.

Commissioner Paul – asked about the RFQ's for Triumph funds. **City Manager Michael Gortman** stated we are working on them. **City Clerk Rachel Jackson** stated she was working on getting the one that the county used, for a guide.

Commissioner Pettis – thanked the city workers for all of the effort that went into the Ray Dickens fish fry, also discussed making sure Halloween is advertised for foot traffic only, moving time from 5:00-7:00pm to 5:30-7:00pm, and possibly doing a haunted house at the fire station.

Mayor Gaskin – discussed COVID money, asked if we got the money for it. **Finance Director Brittney Proctor** stated we have received it. The budget change was only to adjust the budget because the ARPA money was not budgeted at the time due to the way the auditors had us categorize it at the time, we aren't actually moving funds from one grant to another, we are only reducing one line item and increasing the ARPA line item budget.

Adjournment

Commissioner Paul made a motion to adjourn at 7:23pm. **Commissioner Pettis** seconded the motion. Motion carried 4-0.

CITY OF WEWAHITCHKA



Ralph Fisher, Mayor Pro-Tem

ATTEST:



Rachel Jackson, City Clerk

