

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

The City Commission met on this date, July 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 **Sheriff Harrison** to lead a prayer and everyone said the Pledge of Allegiance.

Attendance

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

Sheriff

Mike Harrison

City Attorney

Michelle Jordan

City Manager

Michael Gortman

City Clerk

Rachel Jackson

City Superintendent

Chipper Wade

City Parks & Rec Director

David Paul

City Finance Director

Brittney Proctor

City Finance Director Trainee

Misty Robbins

Public

Jack Husband (SCE)
Hunter Baumgardner (SCE)
Richard Powell (Powell & Jones)
Karl Harmon (Powell & Jones)
Tom Semmes
Waymon Hanlon
Gene Hanlon
Tom Wynn
Jerry Pridgeon
Chuck Johnson
Russell Miles

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

Approval of Minutes – **Commissioner Fisher** made a motion to approve regular meeting minutes 6/23/22 **Commissioner Paul** seconded the motion. Motion carried 4-0.

Public Recognition –

Tom Semmes – stated the library is working on grant, to convert the southeast windows to doors and build two new rooms. Mr. Semmes asked permission to do work if they get grant. The board stated they would have to have some architectural plans to review, but if they get the grant the board would see what they can do.

Mr. Semmes asked who owned the leave no trace sign, he would like to inquire about using it to advertise a commission candidate forum meeting. **Sheriff Harrison** stated that

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Public Recognition cont'd....

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the health department owns it. **Commissioner Pettis** suggested that he contact Hunter Bailey about using it. The board also stated they would allow the meeting to be advertised on the electronic sign at City Hall.

Jerry Pridgeon stated the state had a noise ordinance that went into effect on July 1st that should override the City noise ordinance. **Mr. Pridgeon** stated he read in the City noise ordinance that it was effective from 10:00 pm – 7:00 am. **City Manager Gortman** stated that 10:00 pm -7:00 am is specifically for construction. Noise from boom boxes is at anytime during day or night. **Mr. Pridgeon** stated that the boom boxes were so loud they rattled the windows in his house. **Sheriff Harrison** told **Mr. Pridgeon** to report it to the Sheriff's office and they will cite them if they see them.

Mr. Pridgeon also thanked **City Manager Michael Gortman** for letting him know that he had a leak.

Gene Hanlon congratulated **Commissioners Pettis** and **Commissioner Paul** for being re-elected, since they ran unopposed.

Russell Miles residing at 232 Pridgeon Lane stated that it is a narrow road, and there are issues with people parking road preventing him from being able to get to his house. **Mr. Miles** stated he was also concerned for the safety of children running into road. He stated that the no parking signs were being taken down each time city staff installed them.

Sheriff Harrison told **Mr. Miles** if he could contact the Sheriff's office when vehicles were parking on the road in the right of way, they could come and issue citations to help resolve the issue.

Following discussion, **Mayor Gaskin** directed **City Superintendent Chipper Wade** to put more signs up and install cameras.

Agenda

1. 2020-2021 Audit-Powell & Jones – Richard Powell presented and discussed the 2020-2021 audit results. **Mr. Powell** stated the audit was completed remotely and reviewed with financial staff. **Mr. Powell** discussed:

- Audit Opinion on pages 7-8
- Management Discussion and Analysis on page 9
- Governmental Fund Balance Sheet on page 20
- Statement of Revenues, Expenditures, Changes in Fund Balance on page 21
- Balance of Enterprise Funds on page 23
- Net position of Enterprise Funds page 24
- Statement of Revenues, Expenditures and Changes in Net Position of Enterprise Funds on page 25

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- Statement of Cash Flows page 26
- Capital Assets on page 40
- Detail of Loans on page 42
- Long Term Debt on page 45
- General Fund Budget on page 49
- Grant Activity on page 52
- Audit Requirement Procedures on page 54
- Management Letter on page 57
- Independent Accountant's Report on page 59
- Communication with Staff on page 61.

Following discussion, **Mr. Powell** stated that the City had a successful year financially and there were no reportable recommendations from prior or current year.

- 2. 2022-2023 Millage** – **City Finance Director Brittney Proctor** discussed the millage stating the taxable value is higher than last year, this year's taxable value is \$69,870,176, She also stated the rollback rate is 5.4488, and discussed the current millage rate and projected revenues. **City Finance Director Brittney Proctor** stated that she would need a formal vote today in order to report by August 3rd.

Following discussion **Commissioner Fisher** made a motion to stay at current rate 6.1133, **Commissioner Pettis** seconded the motion. Motion carried 4-0.

City Finance Director Brittney Proctor also requested the Tentative Budget Hearing be scheduled.

Commissioner Fisher made a motion to set the Tentative Budget Hearing for September 13, 2022 @ 5:01 pm, **Commissioner Paul** seconded the motion. Motion carried 4-0.

- 3. New Employees-** **City Manager Michael Gortman** stated that we need to hire another maintenance employee and recommended hiring Gary Harrelson. Following discussion, **Commissioner Paul** made a motion to hire Gary Harrelson at \$17.00 per hour with the normal probation and benefit period. **Commissioner Pettis** seconded the motion. Motion 4-0.

City Clerk Rachel Jackson stated we advertised and accepted applications for the utility billing clerk position. We had 19 applications and after review of them, we interviewed 5 applicants. **City Clerk Rachel Jackson** recommended hiring Jennifer Wright. **Commissioner Fisher** made a motion to hire Jennifer Wright for the utility

billing clerk position at a rate of \$15.00 per hour with the normal probation and benefit period. **Commissioner Paul** seconded the motion. Motion carried 4-0.

Approval of Bills

1. **Fisher's** – Following review, **Commissioner Pettis** made a motion to approve payment of Fisher's Building Supply invoices (\$674.36). **Commissioner Paul** seconded the motion. Motion carried 3-0, with Commissioner Fisher abstaining due to conflict of interest.

2. **Charlie Pettis Pest Services** – Following review, **Commissioner Paul** made a motion to approve payment of Charlie Pettis Pest Services invoice (\$90.00). **Commissioner Fisher** seconded the motion. Motion carried 3-0, with **Commissioner Pettis** abstaining due to conflict of interest.

3. **Wewa Outdoors** – Following review, **Commissioner Fisher** made a motion to approve payment of Wewa Outdoors bills (\$221.95). **Commissioner Pettis** seconded the motion. Motion carried 3-0, with **Commissioner Paul** abstaining due to conflict of interest.

4. **Cox Transmission** – Due to **Commissioner Cox's** absence, Cox Transmission invoice was moved to regular bills.

5. **Regular Bills** – Following review of the bills, **Commissioner Fisher** made a motion to approve payment of Cox Transmission invoice (\$266.72), regular bills (\$118,745.43), re-occurring bills (\$52,958.92), and additional bills (\$26,882.89). **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 on July 12th that we received a letter from Winterfell's attorney about the slab, it appears that they are accepting responsibility for the problems with the slab. **City Attorney Michelle Jordan** sent a letter last month under Chapter 558, which is the Statutory Construction Defect Law, that laid out all of the problems that we know of to date. The only items that he responded to was the slab and said that he would remove and replace the slab according to the initial design plans. **City Attorney Jordan** stated that if the board wished to discuss the offer further that is a settlement issue and would need to hold an executive session. She stated if the board was not interested in Winterfell

removing and replacing the slab she would be happy to take that back to them without scheduling and executive session.

Following discussion regarding concerns about Winterfell's substandard work, **Commissioner Fisher** made a motion to turn down Winterfell Construction's proposal to remove and replace the slab. **Commissioner Pettis** seconded the motion. Motion carried 4-0.

Mayor Gaskin, stated that he saw an email where Winterfell's attorney has served the City Manager again. **City Attorney Michelle Jordan** stated that it was still served improperly.

Discussion followed regarding the need to finish the Fire Department and re-bidding to complete the building.

2. **Delinquent Utility Bills** – Commissioner Fisher stated they are down quite a bit.
3. **Water Losses - City Superintendent Chipper Wade** stated they are working on it.
4. **SEWER INFILTRATION AND INFLOW** – **City Superintendent Chipper Wade** stated they are working on it
5. **Ray Dickens Fish Fry for the Sr. Citizens (October 7, 2022)** – None
6. **Lift Station** – **City Engineer Hunter Baumgardner** stated lift station #5 is finished, we are waiting on panels for #'s 3 & 11, the panels are supposed to be shipped sometime in August.
7. **Overtime Report broken down by pay periods** – None
8. **Buckhorn Decorative Fencing** – None
9. **County LDR** – **City Engineer Jack Husband** stated that he got everything to the planner that was needed, and he is hoping to have the comp plan ready by the next meeting.
10. **Employee Water/Sewer License Testing** – **City Manager Michael Gortman** stated that David Paul is scheduled for testing in the 2nd week in August.

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11. Senior Building – City Manager Michael Gortman stated they got the new oven, new vent piping installed, and re-keyed the doors. There is some work to be done on the flooring, but they will wait until the winter to complete the floors.

12. Cemetery Committee – None

13. Cemetery Plot Rates – City Clerk Rachel Jackson presented a document regarding Buckhorn Cemetery plot rates, as requested at the previous meeting, for review and discussion at the next meeting.

Other Comments

Superintendent Chipper Wade– None

Parks & Rec Director David Paul – None

City Manager Michael Gortman- Stated Misty has been doing a good job in finance and requested increase in pay for Misty Robbins to \$20.00 per hour. **Commissioner Fisher** made a motion to approve a pay increase to \$20.00 per hour for Misty Robbins, **Commissioner Paul** seconded the motion. Motion carried 4-0.

Finance Director Brittney Proctor – None

Finance Clerk Misty Robbins – None

City Clerk Rachel Jackson – None

City Attorney Michelle Jordan – None

City Engineer Jack Husband – None

City Engineer Hunter Baumgardner- Provided update on the Waterline Project stating that the City has gotten the fire hydrant in and some more fire flow tests were completed.

Engineer Baumgardner also stated the grant for spray field has been applied for \$15 million, has not heard if it has been approved or not yet.

Sheriff Mike Harrison – None

Mayor/Commissioner Comments
Commissioner Paul – None

Commissioner Pettis- Discussed a hole in the storm drain @ Henry Ave & 2nd Street. **Commissioner Pettis** stated that it is undermining the road and is a safety concern, as the hole keeps getting bigger and needs to be checked. Following discussion, the Board instructed **City Superintendent Chipper Wade** to check it and see what could be done to repair it.

Commissioner Fisher- Stated he discussed code enforcement and the old court house with **Michael Hammond**.

They discussed having workshop about code enforcement, **Mr. Hammond** thought the board wanted to have a meeting with him, **Commissioner Fisher** told him no, the board wanted to hold a workshop with the code enforcement employees to understand the process and what code enforcement is doing.

Mr. Hammond explained that anyone with a code violation doesn't come before the county, they would go before the judge which allows the code violation to go through the process and cuts the politics out.

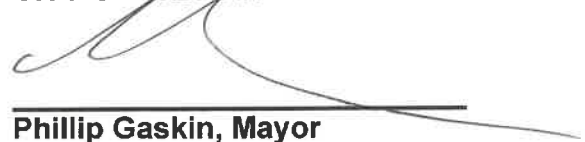
Commissioner Fisher also stated they discussed the court house, and the county is willing to make repairs/restored and then turn it over to the city. The City would need to present a plan to the county of what to do with the court house; the county will bring it up to code.

Mayor Gaskin – Asked **City Superintendent Chipper Wade** if the water meters at the high school have been replaced yet. **City Superintendent Chipper Wade** stated they are not done yet, but they are going to try to have them done before school starts.


Adjournment

Commissioner Pettis made a motion to adjourn at 7:24 pm. **Commissioner Paul** seconded the motion. Motion carried 4-0.

CITY OF WEWAHITCHKA


Phillip Gaskin, Mayor

ATTEST:


Rachel Jackson, City Clerk

