

**CITY OF WEWAHITCHKA
BOARD OF CITY COMMISSIONERS**

Annex Building
318 South 7th Street
Wewahitchka, FL 32465

SPECIAL MEETING

Thursday, January 13, 2022

10:00 a.m.

Mayor Gaskin called the special meeting to order on this date, January 13, 2022, at 10:00 A.M. at the Annex Building, 318 South 7th St. Wewahitchka, FL.

Attendance

Mayor Gaskin
Commissioner Fisher
Commissioner Paul
Commissioner Cox
Commissioner Pettis

City Manager

Michael Gortman

City Clerk

Rachel Jackson

City Deputy Clerk

Johnna Roberts

City Attorney

Michelle Jordan

Public Present

Jack Husband (SCE)
Tyler Marsh (SCE)
Hunter Baumgardner (SCE)
Tom Wynn
Wendy Weitzel

AGENDA:

1. **Fire Station – Engineer Tyler Marsh** presented an action item list sent from contractor.

Engineer Tyler Marsh stated first on the list was the repair on the concrete floor and placement of floor drains. He then presented and discussed a preliminary design foundation repair plan. **Mayor Gaskin** stated that he felt the board does not need to make decisions about what gets cut out because it is an engineering standpoint. **Engineer Marsh** continued to explain the design plan and discussed with **Commissioner Cox** the placement of the flood drains. **Mayor Gaskin** stated the contractor needs to acknowledge that these repairs are at no additional cost to the City, **Engineer Jack Husband** stated that the contractor was aware.

Change Order #6 – Engineer Tyler Marsh presented and discussed change order #6, requesting 40 days of additional time for delivery of roll up doors requested. Following discussion, the board instructed **City Clerk Rachel Jackson** to contact FDEM/FEMA about getting specialty contractor for rollup door installation and apply for extension on project.

Mayor Gaskin expressed concerns about the contractor's ability to produce a quality product.

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Commissioner Paul asked if the contractor was aware of the roof needing to be removed. **Engineer Jack Husband** stated that he was aware of it. **Engineer Tyler Marsh** discussed the most recent email from the building company regarding the roof warranty. Additional discussion followed about roof issues. **City Attorney Michelle Jordan** discussed the City's options including declaring default due to the deficiencies.

Commissioner Cox made a motion to have **City Attorney Michelle Jordan** prepare and send a letter to the bonding company declaring the contractor in default. **Commissioner Paul** seconded the motion. Motion carried 5-0.

Engineer Tyler Marsh discussed the next item on the action list, Change order #7 related to block work and sealant requesting 43 additional days.

Engineer Tyler Marsh discussed Change Order #8 – cost to substitute Cortec vinyl plank for Tarkett VCT Flooring - No action was taken regarding this item

Engineer Tyler Marsh discussed the next item on the action list Change Order #9 – substituting kitchen Sink-requested 45 additional days due redesigning cabinets to fit sink. Board instructed engineers to have the contractor put the deepest sink that fits in normal cabinet installation without the additional 45 days.

Engineer Tyler Marsh said item #6 was needing the location of flagpole, **Engineer Marsh** stated that has been resolved a stake has been put in the location where the flagpole is to be installed.

Engineer Marsh discussed the next item on the list – needing a system to resolve issues in a timely manner. Following discussion of what could be done to allow issues and decisions to be resolved more quickly, **Commissioner Cox** made a motion to hold an additional regular commission meeting on the second Thursday of each month @ 9:00 am ct and the **Charles Whitehead Public Library**. Located @ 314 N 2nd St. **Commissioner Paul** seconded the motion. Motion carried 5-0.

Engineer Tyler Marsh stated the final item on the list was the contractor's request for private provider inspections- Following discussion the Board did not agree, the City will continue to use the Gulf County building inspector.

Engineer Tyler Marsh then discussed an email that the contractor sent regarding retainage, there is a Florida Statute that came out that stated we can't exceed more than 5% retainage. It appears that the bid date was prior to the October 1st deadline so this would not apply to this project.

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City Attorney Michelle Jordan stated that the statute does not apply retro actively and does not apply to contracts that were pending at the time of the statute change or to public projects that were out to bid prior to Oct 1, 2020. This project was advertised for the first time on September 30, 2020, so it does not have to be changed. **City Attorney Jordan** stated you can choose to leave it the same or change it. Following discussion, the board decided retainage should remain at 10% as per the original contract.

City Attorney Michelle Jordan said we will need to address additional days regarding the block. **Engineer Jack Husband**, clarified that this was regarding the contractor's presented change order #7, the actual change order will be change order #5.

Additionally, City Attorney Michelle Jordan recommended that the contractor continue submitting change order's to the City Engineers' for review, however the City should consider requiring the contractor to present the change orders at the meetings himself.

Following discussion, **Commissioner Fisher** made a motion for pay requests and change orders to be submitted 7 days prior to meetings for review, and the Contractor must present change orders at meeting. **Commissioner Cox** seconded the motion. Motion carried 5-0.

Commissioner Pettis made a motion to approve 5 additional days regarding the block sealant, **Commissioner Paul** seconded the motion. Motion carried 5-0.

Adjournment

Commissioner Fisher made a motion to adjourn @ 11:02 am ct. **Commissioner Paul** seconded the motion. Motion carried.

CITY OF WEWAHITCHKA



Phillip Gaskin, Mayor

ATTEST:



Rachel Jackson, City Clerk

