

City of Chipley
Regular Council Meeting
Minutes
August 11, 2020 at 5:00 p.m.

Attendees:

Ms. Tracy Andrews, Mayor
Mrs. Linda Cain, Council Member
Mr. Kevin Russell, Council Member

Mr. Brett Butler, Mayor Pro-Tem
Mr. Tommy Sasser, Council Member

Others Present Were:

Mr. Dan Miner, City Administrator
Mr. Guy Lane, Public Works Director

Mrs. Patrice Tanner, Asst. City Admin./City Clerk
Mrs. Michelle Jordan, City Attorney

This meeting was held by ZOOM due to COVID-19 and there were 10 people in attendance.

The data reflected in these proceedings constitute an extrapolation of information elicited from notes, observations, recording tapes, photographs, and/or videotapes. Comments reflected herein are sometimes paraphrased, condensed, and/or have been edited to reflect essential subject matter addressed during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the City Administrator and providing their own representative and equipment pursuant to Chapters 119 and 283, Florida Statutes.

- A. Call to Order.** The meeting was called to order by Mayor Andrews at 5:00 p.m.
- B. Prayer and Pledge.** Prayer was given by Mrs. Cain and Mayor Andrews led the pledge to the American Flag.
- C. Citizens Request.**
The City of Chipley welcomes you to this meeting. This is time set aside for the Citizens of Chipley to address the City Council. This is not a question and answer period, it is not a political forum, nor is it a time for personal accusations and derogatory remarks to/or about city personnel. If you would like to address the City Council please come to the podium, state your name and address for the record and limit your comments to no more than three (3) minutes per Florida Statute 286.0114. Your participation is welcomed and appreciated.

No citizen requests. No further discussion.

- D. Approval of Agenda.** Mayor Andrews deleted item #7 – Alternate Methods of Disposal for Yard Waste; added item #7 – Old City Hall Hurricane Michael Subgrant; and added item #8 – Pals Park. No further discussion.

A motion was made by Council Member Russell and seconded by Council Member Sasser to approve the agenda with the deletion/additions. The motion passed unanimously.

- E. Presentation and Approval of Minutes.**
1. Regular Council Meeting – July 14, 2020.

A motion was made by Council Member Russell and seconded by Council Member Cain to approve the minutes as presented. The motion passed unanimously.

F. **City Administrator and Department Head Reports.** Mayor Andrews stated if there are any questions regarding the Department Head Reports to please contact Mr. Miner. No further discussion.

G. **Agenda Items.**

1. **Approval of Ordinance No. 963 (First Reading) – Waste Management Inc. of Florida Contract Amendment.** Mr. Miner explained this amendment renews and extends the original agreement for an additional three (3) years with no price increase other than the normal CPI increase that has always been in our contract. The CPI increase will start being effective October 1st of each year instead of July 1st of each year and the renewal includes two neighborhood cleanups. Mr. Ronnie Bell with Waste Management was present via zoom. Mr. Bell explained the CPI has been moved to October 1st to keep in line with the other CPI increases the city has annually. Mr. Bell stated he was present at a prior meeting and heard about the issues the city is having with Code Enforcement and felt like Waste Management could possibly help with this situation, so I worked with the District Manager and we came up with working with the city two times per year and offering dumpsters free of charge to help get certain areas of the city cleaned up. We worked with Mr. Guy Lane a couple of months ago and got one area cleaned up. Mr. Miner explained we had a trouble area which was a trailer park on North 2nd Street with a lot of junk, trash and debris that we were able to get cleaned up. Code Enforcement was working this area but the property is in the process of changing ownership so there was no need to continue accruing fines. Mrs. Cain asked if we will still have Amnesty and Mr. Miner stated yes we will continue as we normally do with Amnesty, and these two cleanups each year will help us with troubled areas. Discussion ensued.

A motion was made by Council Member Cain and seconded by Council Member Sasser to approve the first reading of Ordinance No. 963. The motion passed unanimously.

2. **Approval of Resolution No. 20-25 – Fiscal Year 2019-2020 Budget Amendment.** Mr. Miner explained this budget amendment will increase the annual budget by \$580,233. It includes a Gulf Power donation for the Police Department; a Wal-Mart Grant for the Police Department; and the FDOT SCOP 7th Street Resurfacing Project. No further discussion.

A motion was made by Council Member Russell and seconded by Council Member Sasser to approve Resolution No. 20-25. The motion passed unanimously.

3. **Approval of the Fiscal Year 2020-2021 TRIM Schedule.** Mr. Miner explained the TRIM Schedule is to set the annual budget and millage meetings. We have budget workshops set as to be determined and we will get those dates to the Council as soon as possible to start the budget meetings the end of August. In order to avoid interfering with the County, School Board and other Municipalities, we have chosen September 17, 2020 for the Tentative Hearing and September 29, 2020 for the Final Hearing. Mr. Russell asked if there is a possibility of the Council meeting in person to discuss the budget. Mrs. Cain agreed that she would like to see the budget workshops held in person also. Mayor Andrews asked Mr. Miner to look into that and see if that can be a possibility by the time we start meeting on the budget. No further discussion.

A motion was made by Council Member Russell and seconded by Council Member Cain to approve the Fiscal Year 2020-2021 TRIM Schedule. The motion passed unanimously.

4. **Approval of Award of Bid No. 20-03 for Playground Equipment – J.A. Dawson & Company.** Mr. Miner explained this project was bid out and the low bid was received from J.A. Dawson & Company in the amount of \$25,558.61. Mr. Miner explained this playground equipment was damaged by Hurricane Michael and it has to be replaced by the same equipment, or if that equipment is no longer available then it has to be replaced with a comparable piece of equipment. Mr. Butler stated it is difficult to compare the bids since we

only received the lowest bid in our packet. Mr. Miner explained the piece of equipment that was damaged is no longer available so we have to replace it with a different piece of equipment. Mr. Butler asked if the \$450.00 for removal and disposal of the damaged equipment is included in the total on the bid sheet. Mrs. Tanner stated yes, we confirmed with the company that the \$450.00 is included in the total on the bid sheet. Mr. Miner stated it is a play feature with some of the same things but not all of the same, but is comparable to what was there and what was bid out. Mayor Andrews stated pictures would help because without pictures we have nothing to compare it to. Mr. Butler stated we will have to rely on yours and Guy's recommendation to know what to do. Mr. Miner stated yes, and we are unable to get the same piece of equipment because it was very old. Mr. Butler asked if the piece of equipment in the bid is adequate. Mr. Miner stated the piece of equipment in the bid is comparable to our other parks and it is something the kids will enjoy. Discussion ensued.

A motion was made by Council Member Sasser and seconded by Council Member Cain to approve the Award of Bid No. 20-03 for Playground Equipment to J.A. Dawson & Company in the amount of \$25,558.61. The motion passed unanimously.

- 5. Approval of the Chipley Downtown Redevelopment Project Agreement for Planning, Design Engineering and Consulting Services** – David H. Melvin, Inc. Mr. Miner explained this will approve the agreement with David H. Melvin, Inc. for the Chipley Downtown Redevelopment Project. The hourly rates are listed in the agreement, however, there is not a set amount at this time due to the fact that we have not had the public meetings to decide what we are going to do for the project. We did budget \$70,000 for the Planning, Design Engineering and Consulting Services. Discussion ensued.

A motion was made by Council Member Russell and seconded by Council Member Cain to approve the Chipley Downtown Redevelopment Project Agreement for Planning, Design Engineering and Consulting Services to David H. Melvin, Inc. The motion passed unanimously.

- 6. Approval of Planning & Zoning Recommendation** – Request for Variance for Fence – Martha Nebel. Mr. Miner explained this Request for Variance is for a fence at 1221 Court Avenue for Martha Nebel. The Planning & Zoning Commission met on July 23, 2020 and approved this request by a unanimous vote. He explained she is requesting a 6 foot fence be placed in front of the home along the property line. Mr. Russell asked what the reason is for having ordinances in place if we are going to continue to approve variances all the time. Mrs. Cain stated that Ms. Nebel has an issue with the people across the street, maybe a business there that needs to be seen about. Mayor Andrews stated there may be an underlying issue that needs to be addressed but I don't remember this location being on our Code Enforcement listing of open cases. Mr. Butler stated he tends to agree with Mr. Russell, he doesn't ever recall a variance being denied. Mr. Butler asked if it would be appropriate to table this until next month. Mrs. Cain stated we have a recommendation from Planning & Zoning to approve it and if we are not going with their recommendation then why do we have them. Mr. Sasser stated the house will still be open to the street. Mr. Miner stated he will look into the noted issues across the street. Discussion ensued.

A motion was made by Council Member Cain and seconded by Council Member Sasser to approve the Request for Variance for Fence for Martha Nebel at 1212 Court Avenue. The motion passed with four (4) ayes and one (1) naye (Council Member Russell opposed).

- 7. Approval of Old City Hall Hurricane Michael Subgrant.** Mr. Miner explained this item is a 100% grant up to \$350,000 through the National Parks Service. Mrs. Heather Lopez was present via zoom and explained the grant is being offered because of Hurricane Michael and since the old city hall building is a National Historic Site and meets all of the requirements, I do not see any reason why the grant will not be approved. We are also putting in applications in Vernon and Ebro but we feel good about this grant being funded. Discussion ensued.

A motion was made by Council Member Butler and seconded by Council Member Cain to approve the submission of the National Park Service Hurricane Michael Subgrant for the Old City Hall Building. The motion passed unanimously.

8. **Pals Park.** Mr. Russell explained that we have been working on the music park building. The building interior has been stripped to get rid of the mold issues and we are now looking at the roof issues. The metal roof will need to be repaired. Mr. Miner stated Brock Tate has gotten quotes on the repair to stop the leaking. At the point the roof is repaired other things can be done inside the building. Discussion ensued.

Mr. Russell explained that most of the fields at Pals Park are named after people that have helped with the park over the years. There is one person that was a large factor in the park being done and that is Mr. Jim Trawick. He did work on the lights poles, equipment, as well as hauling many children there to play. I am asking the Council to approve the renaming of Pals Park to Jim Trawick Park. Mrs. Cain stated he also paid for a lot of the children to be able to play. Mr. Russell stated he believes that PALS stands for People Assisting Little Sportsters. Mayor Andrews stated she remembers all he has done for the community. Discussion ensued.

A motion was made by Council Member Russell and seconded by Council Member Cain to approve renaming Pals Park to The Jim Trawick Park. The motion passed unanimously.

Other Matters:

Mayor Andrews stated kudos to the Department Heads for providing us with the information we need. Outstanding work.

Mr. Butler gave an update on CRA and stated that they are working on an advertisement to see if they can recruit individuals from the community for the vacant positions on the CRA Board. The next CRA meeting is scheduled for August 20, 2020.

Mr. Miner gave an update on Mikeal Thomas and Mrs. Cain asked that we all continue praying.

The meeting was adjourned by Mayor Andrews at 6:09 p.m.

City of Chipley

Tracy L. Andrews, Mayor

Attest:

Patrice A. Tanner,
Assistant City Administrator/City Clerk