

City of Chipley
Special Council Meeting
Minutes
April 21, 2020 at 5:00 p.m.

Attendees:

Ms. Tracy Andrews, Mayor
Mr. Tommy Sasser, Council Member
Mr. Kevin Russell, Council Member

Mr. Brett Butler, Mayor Pro-Tem
Mrs. Linda Cain, Council Member

Others Present Were:

Mr. Dan Miner, City Administrator
Mrs. Michelle Jordan, City Attorney

Mrs. Patrice Tanner, Asst. City Admin./City Clerk

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.

This meeting was held by ZOOM due to COVID-19 and there were 12 people in attendance.

- 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 Mr. Russell and Mr. Russell also led the pledge to the American Flag.
- C. **Approval of Agenda.**

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

D. Agenda Items.

- 1. **Approval of Resolution No. 20-17 – FDOT SCOP West Boulevard Supplemental Agreement No. 001.** Mr. Miner explained this resolution is the FDOT Supplemental Agreement which approves the additional grant funds necessary to pay for the West Boulevard project in full. The additional funds are \$54,952.00 which will bring the project to a total of \$335,386.00. Discussion ensued.

A motion was made by Council Member Sasser and seconded by Council Member Russell to approve Resolution No. 20-17. The motion passed unanimously.

- 2. **Approval of Bid No. 20-01 FDOT SCOP West Boulevard Improvements Construction Bid – Gulf Coast Utility Contractors, LLC.** Mr. Miner explained this is the bid the Council tabled at the previous meeting until it was determined if FDOT was going to fund the balance of the project. He stated that item no. 1 approved the additional funds to cover the balance of this project. The engineer is recommending the project be awarded to Gulf Coast Utility Contractors, LLC in the amount of \$282,114.80. Discussion ensued.

A motion was made by Council Member Cain and seconded by Council Member Russell to approve awarding Bid No. 20-01 FDOT SCOP West Boulevard Construction Bid to Gulf Coast Utility Contractors, LLC in the amount of \$282,114.80. The motion passed unanimously.

- 3. Approval of Planning & Zoning Recommendation** – Request for Demolition – Coggin Properties, Inc. – Attorney Michelle Jordan. Attorney Jordan explained that she has looked into the city code and the minutes have been reviewed and she recommends taking no action on this item at this time. She explained in Chapter 9 Section 60 of the code it identifies the requirements of demolition of principal improvements of historic sites and requires that no permit for the demolition of a principal improvement on a historic site shall be issued until a certificate of appropriateness has been granted by the Planning & Zoning Commission to proposed plans for new construction on the historic site. This means that plans must be in place for Planning & Zoning to issue a certificate of appropriateness and then grant a variance from our code if approved, or deny based on that requirement. This property is not registered so there are only code issues. The Council will need to make the determination as to whether these properties are historic before we can move forward. Mr. Butler stated if we want to move forward we can deny outright or grant a variance to demo and not put a new building there. Attorney Jordan stated there is still the question as to whether it is actually historic. Mr. Russell stated he realizes we cannot make the owners offer it up for sale but wouldn't that be a good place to start instead of going straight to demolition. He asked when do we get to a point as a Council where we stop approving variances. Mayor Andrews stated that if there are things in our Code that are too vague to make a decision on then we have to decide if a variance is necessary, or look at our code and determine if updates are necessary. Mrs. Cain stated she agrees that the building should be put up for sale first. Mrs. Lucy Carmichael explained they have not officially listed it with a realtor but they have spoken with a lot of people and there is no interest at this point. She stated they have also discussed it with FDOT to see if they would be interested in order to widen that intersection and make it safer, but they are not interested. The Council stated they are interested in seeing the properties. Attorney Jordan stated it can be published as a meeting or the Council can meet with Mrs. Carmichael individually to see the properties. Mayor Andrews asked that the Council make an appointment with Mrs. Carmichael and do a walk-through of the properties individually. Mr. Russell asked that we work as a team and see what we can do to accomplish what is best for everyone involved. Mayor Andrews stated we can also work with our Attorney and see if there is anything else to help remedy this situation. Mr. Butler requested that the Council take a look at the code and update it as necessary. Mr. Butler stated his understanding is that at this time we either can deny this request based on the current definition of historic, or we can grant a variance. Mayor Andrews stated it will also help us work on something moving forward. Mrs. Carmichael thanked the Council for discussing this with her. Mr. Miner explained that this item will have to be a June agenda item instead of a May agenda item due to the time for research. Mr. Russell asked if we can have this ordinance put on the June agenda. Mr. Miner stated he wanted to make sure the Council does understand there is always going to be a variance out there because the code is not going to cover everything that can possibly come up. This is a lot larger process than fixing everything. Attorney Jordan stated the development order process and putting a formal procedure in place will not be able to be on the June agenda. Mr. Russell stated that is fine we just don't want it to be placed on the back burner and nothing done to resolve these issues. Discussion ensued.

A motion was made by Council Member Butler and seconded by Council Member Russell to table the Request for Demolition for Coggin Properties, Inc. The motion passed unanimously.

Mayor Andrews adjourned the meeting at 5:31 p.m.

Attest:

Tracy L. Andrews, Mayor

Patrice A. Tanner,
Assistant City Administrator/City Clerk