

**CITY OF CHIPLEY
REGULAR COUNCIL MEETING
MINUTES**

January 12, 2016

6:00 p.m.

Attendees:

Mr. Lee Dell Kennedy, Mayor
Mrs. Karen Rustin, Council Member
Mr. John Sasser, Council Member

Mr. Brett Butler Mayor Pro-Tem
Mr. Ellis Reed, Council Member

Others Present Were:

Mr. Dan Miner, City Administrator
Mr. Kevin Crews, Police Chief

Mrs. Patrice Tanner, Asst. City Administrator/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.

- A. **Call to Order.** The meeting was called to order by Mayor Kennedy at 6:00 p.m.
- B. **Prayer and Pledge.** Prayer was given by Reverend Farmer and Mrs. Rustin led the pledge to the American Flag.
- C. **Approval of Agenda.** The agenda was presented for approval. Mayor Kennedy deleted Item No. 6 – Ted Everett; added Item No. 6 – Proclamation – Gulf Power; Item No. 7 – Resolution No. 16-09 – SRF; and Item No. 8 – Dorothy Harper.

A motion was made by Mr. Sasser and seconded by Mrs. Rustin to approve the agenda with the additions and deletion. The motion passed unanimously.

D. **Presentation and Approval of Minutes.**

1. November 4, 2015 – Regular Council Workshop
2. November 10, 2015 – Regular Council Meeting
3. December 8, 2015 – Regular Council Meeting

A motion was made by Mr. Sasser and seconded by Mr. Butler to approve the minutes as presented. The motion passed unanimously.

E. **Agenda Items.**

1. **Presentation of Outstanding Christmas Decoration Displays.** The 2015 Christmas Decoration Awards were presented as follows: Mrs. Rustin presented the Ward 1 award as Karlana Daniels at 1337 Campbellton Avenue; Mr. Sasser presented the Ward 2 award to Wanda Campbell at 1247 Campbellton Avenue; Mayor Kennedy presented the Ward 3 award to Luther & Thelma Farmer at 1180 Farmer Road; Mr. Butler presented the Ward 4 award as Steve & Tammy Ayers at 1331 Coleman Avenue; and Mr. Reed presented the Member-at-Large award to Jimmie Cooper at 1215 Church Avenue. The Council thanked these citizens for helping to make Chipley beautiful. No discussion.
2. **Approval of Special Event Application – Lewis & Clark Circus.** Mr. Miner explained Mrs. Dotsenko has presented a Special Event Application requesting approval to hold the Lewis and Clark Circus on February 25, 2016 from 5:00 p.m. – 7:30 p.m. at Pals Park. The purpose of this event is to bring lots of fun to the community. Discussion ensued.

A motion was made by Mr. Butler and seconded by Mr. Sasser to approve the Special Event Application for Lewis & Clark Circus. The motion passed unanimously.

3. **Approval of FDOT SCOP Project Engineering Award.** Mr. Miner explained that there were four engineering firms that submitted for the design services for the 5th Street Milling, Resurfacing and Drainage project. They were: David H. Melvin, Inc., Grimail Crawford, Inc., Panhandle Engineering and Construction, Inc. and Preble Rish. Mr. Miner stated the consultants were ranked and based on that ranking we negotiated a contract fee with David H. Melvin, Inc. my recommendation is to award the design services to David H. Melvin, Inc. in the amount of \$33,520.00. Discussion ensued.

A motion was made by Mrs. Rustin and seconded by Mr. Reed to approve the FDOT SCOP Project Engineering Award to David H. Melvin, Inc. in the amount of \$33,520.00. The motion passed unanimously.

4. **Approval of CRA Administration Contract – January 1, 2016 – September 30, 2016.** Mr. Miner explained this agreement is for CRA Administration fees for January 1, 2016 through September 30, 2016 and is in the amount of \$2,075.00 per month. Discussion ensued.

A motion was made by Mr. Sasser and seconded by Mr. Butler to approve the CRA Administration Contract for January 1, 2016 through September 30, 2016 in the amount of \$2,075.00 per month. The motion passed unanimously.

5. **Approval of Comprehensive Plan Update – West Florida Regional Planning Council.** Ms. Kate Daniel with West Florida Regional Planning Council explained the purpose of this plan is to convert and update the City of Chipley Future Land Use Map from Computer-Aided Design (CAD) to Geographic Information System (GIS) format, and update the Capital Improvement Element in the Comprehensive Plan with a ten-year improvement schedule at a total cost of \$30,000.00. The \$30,000 will include the following deliverables: GIS-based Future Land Use Map (FLUM); Updated Capital Improvement Technical Document; Updated Capital Improvement Element; Ten-Year Capital Improvement Schedule; Submission of Comprehensive Plan Amendment Package to Florida Department of Economic Opportunity (DEO); and Presentation to the Chipley City Council of Comprehensive Plan Amendment. Mr. Butler asked how the map updates will affect future updates. Ms. Daniel explained we will convert the auto cad maps to GIS maps and they will be available for future updates. Mr. Sasser asked the requirement for updates since the last one is dated 2010. Mr. Miner explained it should be updated every ten years and we have made small changes over the years but we have now been able to budget the funds for the entire update to be done this fiscal year. Discussion ensued.

A motion was made by Mrs. Rustin and seconded by Mr. Butler to approve the West Florida Regional Planning Council – Comprehensive Plan Update in the amount of \$30,000. The motion passed unanimously.

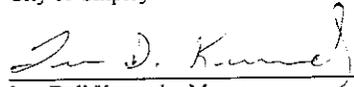
6. **Proclamation – Gulf Power.** Mayor Kennedy presented the Gulf Power Company Proclamation to Mr. Darrin Wall with Gulf Power. He explained this proclamation proclaims February 6, 2016 as Gulf Power Company Day. No discussion.
7. **Approval of Resolution No. 16-09 – SRF.** Mr. Miner explained this resolution, if approved, will authorize the FDEP State Revolving Fund Loan application. The FDEP State Revolving Fund loan priority list designates Chipley as eligible for available funding in the amount of \$2,350,000 with principal forgiveness allocated in the amount of \$1,072,305. He explained these funds are for the reclaimed water project to include the property purchase. Discussion ensued.

A motion was made by Mr. Reed and seconded by Mrs. Rustin to approve Resolution No. 16-09. The motion passed unanimously.

8. **Dorothy Harper – Mrs. Harper explained she has come to the council before with this same problem. What does the sign “No Trucks” mean?** Mr. Miner explained the way the law reads is if a person lives on that road then he is allowed to drive from his house to his place of business using his vehicle/work truck. Mrs. Harper explained she has lived on Orange Street for almost 25 years and she has been woke up at 3:00 a.m. by this truck. Why should I have to live in a neighborhood with a log truck in front of my house? I have backed out of my yard and almost backed into this log truck. The truck is parked on city right-of-way. Mr. Butler asked if the truck sign is based on weight limit. Mr. Miner explained we do not have weight scales and we do not have that road designated for so many thousand pounds. Mr. Butler asked if you can have whatever size truck you want if it is used for your livelihood. Mayor Kennedy stated that the current laws of the City allow him to have his truck on his property. Mr. Butler explained if we put up “No Parking” signs then we will have to do the whole street from one end to the other for all vehicles. Mr. Reed explained it will not solve the problem. As long as he lives there he is allowed to park in his yard. The only problem we will solve is taking away parking on the right-of-way. Mr. Miner explained he will revisit this with the Chief tomorrow. Mayor Kennedy stated if there is anything we can do we will. Mr. Miner stated if there is anything we can do we will need to be consistent throughout the City. Mayor Kennedy explained Dan will bring it to the council workshop next month. Discussion ensued.

The meeting adjourned at 6:30 p.m.

City of Chipley


Lee Dell Kennedy, Mayor

Attest:


Patrice A. Tanner
Assistant City Administrator/City Clerk