

**CITY OF CHIPLEY  
REGULAR COUNCIL WORKSHOP  
MINUTES**

July 7, 2016

5:00 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. Scott Thompson, Lieutenant  
Mr. Tim Ray, Water Utilities Director  
Mr. Brock Tate, Code/Planning Officer

Mrs. Patrice Tanner, Asst. City Administrator/City Clerk  
Mr. Floyd Aycock, Fire Chief  
Mr. Chester Campbell, Public Works Director  
Mrs. Michelle Jordan, City Attorney

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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.

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- A. Call to Order.** The meeting was called to order by Mayor Kennedy at 5:00 p.m.
- B. Prayer and Pledge.** Prayer was given by Mr. Reed and Mr. Sasser led the pledge to the American Flag.
- C. Approval of Agenda.**
- D. Presentation and Approval of Minutes.**  
June 9, 2016 – Regular Council Workshop  
June 14, 2016 – Regular Council Meeting
- E. City Administrator and Department Head Reports.**

Police Department – Scott Thompson. Lieutenant Thompson explained everything is going well. No further discussion ensued.

Public Works – Chester Campbell. Mr. Campbell explained the department has been very busy. He explained water was not turned off today as planned, but a notice will be sent out on Monday next week for water to be turned off on Wednesday. Mrs. Cain explained some people didn't think they would have water so they put people in motels. Mr. Butler explained Mr. Paul Wood wanted to thank the department for fixing Harrison Street. Discussion ensued.

Water Utilities Department – Tim Ray. Mr. Ray explained everything is going good. The water analysis has been coming back good. Mrs. Rustin asked about the progress on the facility painting. Mr. Ray explained they are finishing up that project. No further discussion.

Fire Department – Floyd Aycock. Chief Aycock explained the department has been busy between the Watermelon Festival and Fireworks. No further discussion ensued.

Recreation Department – Guy Lane absent. Mr. Miner explained Guy has worked hard along with the volunteers and received nothing but positive feedback from those who attended the State Tournament. Mayor Kennedy explained there were a lot of volunteers and we really appreciate their hard work. We need to do something for the volunteers. It was stated that the hotels raised rates during the tournament so people went to Marianna. The hotels would not work with Mrs. Lopez to give a group rate. Mayor Kennedy stated he believed the TDC is going to try to meet with the hotel owners. Discussion ensued.

Planning/Code Enforcement – Brock Tate. Mr. Tate explained there were four land use compliance certificates, one sign permit and one parade permit and one request to site manufactured home unit at 586 Bennett Drive, issued for the month of June for Planning & Zoning. The request to site manufactured home will be discussed at the Planning & Zoning Meeting on July 28, 2016 at 3:00 p.m. Mr. Tate explained there were thirty one public nuisance cases and one case with the attorney for the month of June for Code Enforcement. Thirty one door hangers and fifteen certified letters were sent out for violations; all but five complied. Three cases will be presented to the Code Enforcement Board at the meeting on July 21, 2016 at 3:00 p.m. Ms. McCall stated that there is a fence down at Hwy 90 and Pecan Street. Mr. Tate

explained he will address the issue. Discussion ensued.

Administration Department – Dan Miner. Mr. Miner reviewed the different projects ongoing at this time based on his monthly report for the month of June 2016. Discussion ensued.

Finance Department – Patrice Tanner. Mrs. Tanner explained everything is going well and has been really busy. The audit report was completed and delivered last week. The Council should have received their copies with their council packets this month. No further discussion.

**F. Agenda Items.**

1. **Carr Riggs & Ingram – Fiscal Year 2014 – 2015 Financial Statement.** Mr. Miner explained Hilton Galloway with Carr, Riggs & Ingram will be present Tuesday night for the council meeting to discuss the financial statements. No further discussion.
2. **Approval of Resolution No. 16-16 – Fiscal Year 2015 – 2016 Budget Amendment.** Roulhac. Mrs. Tanner explained this resolution, if approved, will increase the Fiscal Year 2015 – 2016 budget by \$2,374,544.00. No further discussion ensued.
3. **Approval of Hatch Mott MacDonald Scope of Work Amendment – Wastewater Effluent Disposal Facilities Plan.** Mr. Miner explained the additional scope of work is for Hatch Mott MacDonald to prepare a Wastewater Effluent Disposal Facilities Plan in the lump sum of \$50,000.00. We sent a RFQ out for engineering services to produce a sprayfield, which has progressed, but since then we met with FDEP and they are requiring us to do a facilities plan. The RFP only spoke of one property. We need to approve an amendment with Hatch Mott to expand the scope of services to do a full blown facilities plan rather than looking at just one piece of property. Mr. Bill Perry with Hatch Mott MacDonald explained back in mid-2000's, the City went through a process for a facilities plan when you were upgrading your wastewater facilities; through that process you arrived at an effluent disposal alternative where you would pull the effluent out of the surface water that we discharged to and move to a spray irrigation site. As we progressed we looked at an opportunity to expand, the City then received a grant to do so and advertised. Hatch Mott MacDonald was selected for that work. There was a phase to where we look at a specific piece of property first and if it supports the ability to discharge then you move forward. Then there was involvement by FDEP and we met with them the middle of last month. They said we needed a facilities plan to reevaluate the entire system and I think we listed about ten alternatives. They were interested in looking at potentially putting water discharge back into surface water and looking at injection wells. This particular scope of work will go into the facilities plan and be reevaluated. If we arrive back at land application we will likely look at three top candidate project sites that are suitable. Mr. John Rogers explained he and his wife own property that adjoins Gene Prough's property; which is being proposed as a wastewater sprayfield. The property we own was approved back during the last project but Ms. Gilbert turned down the sale of the property. He explained that by accident they found out the City was planning to purchase 230 acres of Mr. Prough's property for a wastewater sprayfield which would spray waste from the city sewage plant onto his land. Mr. Rogers stated that they would like some transparency. We expressed our concerns to the FDEP and in turn they notified us that our concerns are legitimate. As a result, FDEP scheduled a meeting with city officials to review the waste water sprayfield project. Mr. Rogers explained that Mr. Banks with FDEP is requiring certain items be completed before they will make a final decision on whether the funds will be approved. Mr. Sasser asked if this additional scope of work is going to fit within the original grant approval. Mr. Miner explained Mr. Banks is amending the grant/loan to reflect that. Mrs. Linda Cain asked if the city would still look at other properties or has the Prough property already been purchased. Have the funds already switched hands? Mrs. Jordan explained the option to buy funds are in her trust account being held until the purchase takes place. Discussion ensued.
4. **I-10 Utilities South of Interstate – Hatch Mott MacDonald – Discussion.** Mr. Perry explained there are essentially three work components; a well component, a water line component, then a wastewater component. We have made really good progress with all components of work. Discussion ensued.
5. **Water Well Update – Hatch Mott MacDonald – Discussion.** The well site is tentatively laid out. We started putting a test well in. There have been some well complications. On the wastewater side of it, we approached FDOT about a pump station site that will be ideal for a more desired area to place the pump station to get it out of sight. We presented a request to FDOT to give the City that property for the pump station site. We are planning on putting the elevated storage tank on the school board site. We have three or four questions we are waiting on answers for, but once answered we will have a six week time frame to be finished and ready to bid. We are putting in a higher production well

than a lot of wells in the area since we are abandoning two wells and replacing it with one well. We needed to make sure we had a good producing well, so we recommended you put a test well in, which we have done. We ran an initial water quality test on the test well. Mr. Bill Rollins with Jim Stidham & Associates ran those tests and explained there was great production from the test well. We ran initial test of water quality and everything came back good relative to the production and it will meet the city's needs. Most of the water quality sampling came back very well. Formation potential testing was done. When we ran our initial set of test some of the values were fairly elevated. Mr. Ray was a little uncomfortable and decided to bring another lab in for testing. Those tests came back even higher and brought concern. We went back and retested and pulled in a third lab to hopefully sample at the same time. We decided to run a consecutive three day test. Two of the labs came back with good results and one lab came back with high results. These tests are not mandated, but are for an idea of what your disinfection byproduct issues could possibly be and decisions to move forward. Our instinct is, the well is fine. There is nervousness on Mr. Ray's part as the operator of the well. There are treatment processes that can be done that you can possibly get funding on. If we abandon this site and start looking for another site we run the risk of not finding as much water as good as production as far as quantities are concerned and are faced with finding the same type of potential results. It's a challenge for us to lock in on it. We have an offer on the table for the third lab to run the tests again. There will be a three week delay on the results. Mr. Harmon asked about the pond site for the waste water. Mr. Miner explained if the request fails with FDOT then the county has offered the spot at the park and ride. Mrs. Linda Cain asked if we are in the timeframes for the funding so we don't lose it. Mr. Miner explained Mrs. Tami Ray said we will have to do amendments to the funding agreements. Discussion ensued.

6. **Fireworks** – Discussion. Mr. Miner explained we did the fireworks show to see if it would help with some of the police issues. We had a lot of compliments on the fireworks display and it has potential to grow into a better show. Are we, however, addressing the issue at hand. Ms. McCall explained there were more fireworks this year. Mr. Reed explained we still had massive amounts of people congregating. Lieutenant Thompson explained there was a crowd of 50-75 juveniles migrating from one place to another ranging from 13 – 17 years of age. We laid back until we received complaints so we didn't have the big clash like last year; they started throwing fireworks at houses and cars so we had to step in. There were mortars thrown into Hwy 90 and seven complaints were called in and we had to take four juveniles home. Mayor Kennedy explained we don't mind spending the money on the fireworks show but parents need to take care of their kids. Ms. Tracy Andrews stated we had a strong campaign last year, the committee spoke of zero tolerance and the city had the show on Saturday which isn't the 4<sup>th</sup> of July. We didn't campaign this year. Mr. Miner explained we had a committee but it's a community problem. Mayor Kennedy explained we need to try to get everyone involved like last year. Ms. Andrews stated posters were supplied last year and we didn't have any this year. She explained the committee needs to be made up of influential people in the community. Mr. Miner explained we will work on forming a committee that will report to the Council. Ms. Andrews asked that she be included on the committee. Discussion ensued.
7. **Chibley Park Hours** – Discussion. Mr. Miner explained Mrs. Crews brought this before the Council last month. She requested that the city council look at park hours and possibly adjust the hours to a later time. The current hours are open at sunrise close at sunset. Mr. Miner explained he has looked at different parks and there are a wide variety of hours. The bigger cities have gone to parks that are lit up. There are some dark spots and roots that are issues in the park that are trip hazards, looking at it from a police stand point they like it like it is. We could go thirty minutes before and thirty minutes after sunset. There are things that go on at the park that shouldn't go on that police address. Lieutenant Thompson explained he has several pictures of the trip hazards and other issues at the park. Mrs. Linda Cain stated that she remembers there being an issue with basketball keeping people awake after hours. Mr. Miner stated that brings up good points. Mrs. Crews wanted to walk after hours. Maybe we can incorporate more sidewalks and lighting at a later date that will make it safer for citizens to walk after hours. Mayor Kennedy explained people walk around the hospital and the lighting is good. Mr. Sasser recommended thirty minutes before sunrise and after sunset at Shivers Park to give people that want to walk a little more time. Mr. Butler suggested timed lighting for walkers. Discussion ensued.

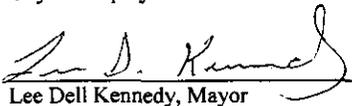
#### **Other Matters:**

Mr. Miner explained we will have two Planning & Zoning Board Member Reauthorizations to add to the agenda Tuesday. They include Ms. Rebecca Cousson and Mrs. Wanda Owens with terms to expire in July 2019. Discussion ensued.

Mr. Reed commended the Police Department for their hard work at the Watermelon Festival and Fireworks Show. Discussion ensued.

The meeting adjourned at 6:39 p.m.

City of Chipley

  
Lee Dell Kennedy, Mayor

Attest:

  
Patrice A. Tanner  
Assistant City Administrator/City Clerk