

***City of Chipley***  
**Special Council Meeting**  
**Minutes**  
**August 8, 2019 at 4:00 p.m.**

**Attendees:**

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

Mrs. Linda Cain, Council Member  
Mr. Kevin Russell, Council Member

**Absent:**

Mr. Brett Butler, Mayor Pro-Tem

**Others Present Were:**

Mr. Dan Miner, City Administrator  
Mr. Scott Thompson, Police Chief

Mrs. Patrice Tanner, Asst. City Admin./City Clerk  
Mr. Jimmy Cook, Water Utilities Director

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 4:00 p.m.
- B. Prayer and Pledge.** Prayer was given by Mr. Russell 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.**  
**A motion was made by Council Member Russell and seconded by Council Member Sasser to approve the agenda as presented. The motion passed unanimously.**
- E. Agenda Item.**
- 1. Approval of the Execution and Submittal of the USDA Rural Development Application – Wastewater System Improvements.**

Mrs. Mary Gavin with SERCAP explained we are here tonight as part of the USDA Rural Development application process to hold a public meeting to discuss the proposed development of the Wastewater System Improvements located at 33 Pike Pond Road and the application submittal process. Discussion ensued.

Mr. Amir Zafar with Mott MacDonald explained that the City has a mandate from FDEP to move the sprayfields. We have completed the preliminary engineering report and the environmental assessment is in progress. One of the Indian tribes has some questions and we are currently addressing those questions. Discussion ensued.

Mrs. Gavin stated that USDA has approved the engineering report and she will be meeting with a USDA underwriting specialist Tuesday to finalize the underwriting for the application. She explained that since the project is \$11,090,000.00 it has to go to the national office for approval. She hopes to have a funding package to offer within the next 30 days. Mrs. Gavin stated the current interest rate with USDA is 2.125% for 40 years and the loan to grant ratio looks very favorable. She explained USDA will give the City a draft letter of funding to review prior to approval. Discussion ensued.

Mr. Sasser asked if the FEMA funds that were discussed at the Economic Development meeting will be able to be used for this project. Mr. Miner explained if there is any way we can use any of the hurricane recovery funds for this project, we definitely will do that but right now we are looking at USDA Rural Development and FDEP State Revolving Fund funding for this project. Discussion ensued.

**A motion was made by Council Member Russell and seconded by Council Member Sasser to approve the Execution and Submittal of the USDA Rural Development Application for Wastewater System Improvements. The motion passed unanimously.**

Mayor Andrews adjourned the meeting at 4:22 p.m.

City of Chipley

Tracy L. Andrews, Mayor

Attest:

Patrice A. Tanner,  
Assistant City Administrator/City Clerk