



# **MINUTES**

## **CITY COUNCIL MEETING – REGULAR SESSION**

**MONDAY, JUNE 12, 2023 at 6:00 PM**

**Bonifay City Hall Council Meeting Room – 301 J Harvey Etheridge St.**

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### **I. CALL TO ORDER**

Mayor Emily McCann called the meeting to order at 6:00 pm.

#### **PRESENT**

Mayor Emily McCann  
Vice-Mayor Sierra Smith  
Council Member Larry Cook  
Council Member James Sellers  
Council Member Shelley Carroll

#### **Also Present**

City Clerk Rickey Callahan, City Attorney Michelle Jordan, City Superintendent Trey Barbee, Police Chief Jimmy Macon, and Fire Chief Travis Cook.

#### **A. Invocation**

Vice-Mayor Smith gave the invocation

#### **B. Pledge of Allegiance**

Vice-Mayor Smith led the Pledge of Allegiance

### **II. APPROVE AGENDA**

The following items were added to the agenda:

#### **Old Business:**

Item B. Partnership with Holmes County Commissioners

Item C. 79 Corridor Board Clerk Services Interlocal Agreement

New Business:

Item E. GIS - Based Future Land Use Map

Item F. WWTP Storage Tank Inspection

Item G. Bonifay Fire Department

Motion made by Vice-Mayor Smith, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

### **III. APPROVE MINUTES**

A. 05-05-23 Special Session

B. 05-22-23 Regular Session

C. 06-02-23 Special Session

Council Members voted to approve the minutes contingent on corrections.

Motion made by Vice-Mayor Smith, Seconded by Council Member Carroll.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

### **IV. APPROVE ACCOUNTS PAYABLE / TRANSFERS / FINANCIAL SHEETS TO REVIEW**

Council Members voted to approve Accounts Payable, Transfers and Financial Sheets.

Motion made by Council Member Cook, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

### **V. VISITORS – PUBLIC ADDRESSING THE COUNCIL**

#### **NON- AGENDA AUDIENCE**

Effective October 1, 2013, Florida Statute 286.0114 mandates that “members of the public shall be given a reasonable opportunity to be heard on a proposition before a Board or Commission.” Each individual shall have three (3) minutes to speak on the proposition before the Board.

Connie Land, 702 N. Cotton Street, stated a neighbor had parked a large RV in yard and she cannot see to back out of her driveway, and she feels it diminishes the value of her property.

Police Chief Macon will check on it and report back at the next meeting.

Isaac Becker asked for help finding a location, like a church or non-profit, for a service to seniors for providing food boxes with dry goods and fruit. They have used a drive-thru location in the past that was very useful. They would need room for about 300 18 x 18 inch boxes that would weigh about 30 pounds.

He also asked for any penalties or fees be waived on his April City utility bill at 116 S. Waukesha Street.

Mayor McCann asked him to meet with the City Clerk.

## **VI. OLD BUSINESS**

### **A. Resolution 23-15**

Council Members voted to adopt Resolution 23-15 abandoning a portion of Varner Street between Nebraska and Iowa, and a portion of the alley on the north side of Lots 7 & 8, Block 7, as requested by Shelly and Tammie Harrison.

Motion made by Council Member Cook, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

### **B. Partnership with Holmes County Board of County Commissioners**

Mayor McCann asked the Council Members to approve her contacting the County Commission regarding lease or purchase of the old jail and office building that Sheriff Tate is vacating for the City's Police Department.

Motion made by Council Member Cook, Seconded by Vice-Mayor Smith.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

### **C. Board Clerk Services for 79 Corridor**

Council Members voted to approve the Board Clerk Services Interlocal Agreement for the 79 Corridor.

Motion made by Council Member Sellers, Seconded by Council Member Cook.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

### **D. Holmes County Rec Center**

Mayor McCann asked the Council Members to be thinking about taking the Rec Center back with the County's support. Holmes County BOCC Chairman Earl Stafford indicated they had \$65,000 secured as yearly donations to run the Rec Center. \$30,000 from the Board of County Commissioners, \$25,000 from the Tourist Development Council and \$10,000 from the Economic Development Commission. The day-to-day operations would be managed by the City. The maintenance, like grass cutting, would continue to be provided by BOCC through the Sheriff's Office.

## **VII. NEW BUSINESS**

### **A. Donation to Police Department**

Donna Meldon, with the Holmes County Chamber of Commerce, presented a check from the Miss Trailblazer Pageant donation fund for \$1,000 to the Bonifay Police Department.

### **B. Purchase of interface cards for decant actuator**

Council Members voted to approve the purchase of two interface cards for decant actuators at \$1,229 each.

Motion made by Council Member Cook, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

### **C. Social Media Archival Service**

Mayor McCann told the Council that citizens wanted the City to have a social media site like Facebook, etc. Before the creation of social media pages, the City must have a social media archival service in place and recommended Civic Plus, since the City already uses them for other services.

Council Members voted to approve Social Media Archival Service with Civic Plus at \$349 per month.

Motion made by Vice-Mayor Smith, Seconded by Council Member Carroll.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

### **D. Duties of Mayor**

Mayor McCann went over the duties of the Mayor in the City Charter. She explained and discussed each duty with the Council.

### **E. GIS Land Use Map**

John Feeney, City Planner, advised that there is a grant opportunity to apply to have a digitalized GIS Based Future Land Use Maps for the City. There was no cost to the City, if awarded with the grant.

Mayor McCann asked the Council for permission to apply.

Motion made by Council Member Cook, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

#### F. WWTP Storage Tank Inspection

The inspection on May 8, 2023 showed 7 corrections needed on our diesel storage tanks, such as, painting and resealing the tanks, and adding a break-away device. City Superintendent Trey Barbee is getting quotes from certified contractors.

#### G. Bonifay Fire Department

The Bonifay Fire Department had 38 calls in May with 151 individual responses.

Mayor McCann advised the Council that 4 helmets and several coats are out of date and recommended that they be replaced at a cost of \$2,000 from ARPA funds.

Motion made by Council Member Sellers, Seconded by Council Member Carroll.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

### **VIII. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION**

Items not listed on Formal Agenda.

#### A. Water usage discussion

Mayor McCann advised the Council that Holmes Correctional is on a flat rate charge for water and sewer, and the City is losing money, she feels like all users should be based on usage, and recommended we start the conversation with HCI, and other users who are on flat rate billing to go to usage rates . Mayor McCann stated that between December 2022 until May 2023 HCI would have paid \$80,000 more had they been billed by water usage.

Mayor McCann said that Doctor's Memorial Hospital does not get charged late fees and she feels like everyone should be charged if they are late, and the Council agreed.

Currently, there are no agreements between Holmes CI or Doctor's Memorial Hospital as it relates to their utility billing.

Motion made by Council Member Cook, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

#### B. Department Director Meeting

Mayor McCann advised the Council that she had held a Department Director meeting to go over budget and discuss the needs of each Department.

C. Sanitation Concerns

Mayor McCann advised the Council that the City is losing about \$2,800 per month on garbage service, and we are working on correcting this.

D. 79 Corridor Board Meeting

Mayor McCann stated there would be a 79 Corridor Board meeting on Wednesday, June 14, 2023.

E. Personnel Recommendation

Chief of Police Jimmy Macon recommended that Michael Antunovic and Zachary Neitsch be hired as full-time officers at \$20.19 per hour. They would have a 1-year probationary period. Both are certified in the state of Florida.

Motion made by Council Member Carroll and Mayor McCann relinquished her chair to the Vice-Mayor and seconded the motion.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Carroll

Voting Nay: Council Member Cook, Council Member Sellers

**IX. ANNOUNCEMENTS**

Vice-Mayor Smith advised Waukesha Way would hold "Watermelons on Waukesha" on June 24th at Eureka Square, and a "Back to School Bash" on August 5th.

A. Employee Spotlight

Mayor McCann wanted to recognize Elois Bradshaw, Utility Clerk, who always responds promptly with exact information to any requests made to her. She is a deep well of knowledge, and the City is grateful to have her.

**X. ADJOURN**

Mayor McCann adjourned the meeting at 7:05 pm.

**Persons with disabilities needing special accommodations to participate in this proceeding should contact City Hall at (850) 547-4238, at least five days prior to the proceedings.**