

City of Chipley
Council Meeting
Minutes
November 12, 2024 at 5:00 p.m.

Attendees:

Ms. Tracy Andrews, Mayor
Mrs. Linda Cain, Council Member
Mr. Leonard Blount, Council Member

Mr. Kevin Russell, Mayor Pro-Tem
Ms. Cheryl McCall, Council Member

Others Present Were:

Mrs. Patrice Tanner, City Administrator
Mr. Guy Lane, Asst. City Admin./Public Works Director
Mr. Hunter Aycock, Fire Chief

Ms. Sherry Snell, City Clerk
Mr. Michael Richter, Police Chief
Mrs. Michelle Jordan, City Attorney

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 5:00 p.m.

B. PRAYER AND PLEDGE

Prayer was given by Council Member Blount and Mayor Andrews led the pledge to the American Flag.

C. APPROVAL OF AGENDA

Mayor Andrews added the Fire Department Truck Purchase as agenda item #4 and moved the remainder of the agenda items down.

A motion was made by Council Member Russell and seconded by Council Member McCall to approve the agenda with the addition. The motion passed unanimously.

D. 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 raise your hand to speak, state your name and address for the record and limit your comments to no more than three (3) minutes per Florida Statute 286.0114. To ask a question via phone; dial *9 and wait to be recognized/unmuted. If you are attending via webinar, there will be an onscreen option to ask a question during the public comment portion of the meeting. Your participation is welcomed and appreciated.

No citizen requests. No further discussion.

E. APPROVAL OF MINUTES

1. Regular Council Meeting – October 8, 2024

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

F. PRESENTATIONS

Recognition of Mr. Thomas Lancaster – Planning & Zoning Commission. The Council recognized Mr. Thomas Lancaster for 10 years of dedicated service on the Planning & Zoning Commission by presenting him with a plaque.

International City/County Management Association (ICMA) 25th Anniversary Recognition. Mr. Mark Ryan, Senior Advisor, presented the City Council and City Administrator, Patrice Tanner, with a certificate from the International City/County Management Association (ICMA) recognizing 25 years of the Council-Manager form of government.

K. CONSENT AGENDA ITEMS

1. **Resolution No. 25-07** – Florida Department of Environmental Protection Grant Agreement – FRDAP – Shivers Park. This resolution will approve the Florida Department of Environmental Protection – FRDAP Grant Agreement for Shivers Park in the amount of \$200,000.00. This funding will allow improvements to Shivers Park including Soccer field Renovation, Playground Renovation to include ADA Equipment; Baseball Field No. 7 Renovation, Softall/T-Ball Field No. 8 Renovation, Add Exercise Station to the Walking Trail, Picnic Facility Renovation, New Batting Cages, Restroom Renovation, Batting Cages Renovation, New Bleachers, Sidewalk to Batting Cages and Sidewalk to Playground Renovation.
2. **Resolution No. 25-08** – Florida Department of Environmental Protection Grant Agreement FRDAP – Gilmore Park. This resolution will approve the Florida Department of Environmental Protection – FRDAP Grant Agreement for Gilmore Park in the amount of \$50,000.00. This funding will allow improvements to Gilmore Park including adding a new Playground, Parking Lot renovations, Playground renovations Picnic Facility renovations, Restroom renovations, new Security Lighting and a new Picnic Pavilion.
3. **Resolution No. 25-09** – Florida Department of Commerce, CDBG-DR Agreement No. M0014 – Amendment No. 3. This resolution will approve the Florida Department of Commerce, CDBG-DR Agreement No. M0014 – Amendment No. 3 for the Northwest Stormwater Restoration Project. It will extend the project end date to September 30, 2025, amend Attachment A – Project Description and Deliverables, Section 7, and amend Attachment G – Reports, Section 6 to include updated information.
4. **State Governmental Consulting Services Contract Renewal** – Liberty Partners of Tallahassee, LLC. This will renew the State Governmental Consulting Services Contract for Lobbyist Services with Liberty Partners of Tallahassee, LLC in the amount of \$3,000 per month for one (1) year, with the option of one additional one-year term.
5. **Special Event Application** – MLK Parade. The MLK Parade will be held on Monday, January 20, 2025 starting at 10:00 a.m. using the new parade route.

A motion was made by Council Member Cain and seconded by Council Member McCall to approve the consent agenda items. The motion passed unanimously.

L. AGENDA ITEMS

1. **Florida Commerce Rural Infrastructure Fund Grant No. D0190** – Citywide Drainage Study

– Preliminary Engineering Report. Mr. Brent Melvin, Melvin Engineering, explained the City received a grant from Florida Commerce to do a citywide drainage study and the report is complete and ready to submit. He gave an overview of the report stating they identified twenty-seven specific problem areas around the city.

A motion was made by Council Member McCall and seconded by Council Member Russell to approve the submission of the Citywide Drainage Study – Preliminary Engineering Report to Florida Commerce. The motion passed unanimously.

2. **Connections Worship Center** – Blessing Box Discussion. Mr. Derick Balkcom, Youth Pastor, explained they are working with the youth group to go outside the church and be more involved in the community. Haley Forehand, Youth Group Member, stated they have been discussing getting into the community more as a group and the blessing box would be an outreach program and an ongoing mission for them. Mr. Guy Lane stated there is a grass area behind the church where it could be placed. Discussion ensued.

A motion was made by Council Member Cain and seconded by Council Member McCall to approve the placement of the Blessing Box behind Connections Worship Center. The motion passed unanimously.

3. **Opioid Use Disorder Recovery Management Program** – Pancare – Valorie Hall. Mrs. Hall explained Pancare offers many programs that they would like to share. Alexis Balbuena, Community Health Educator, gave an overview of a program called Startingpoint which is an opioid use disorder recovery management program; Community and provider trainings; and drug take back kiosks where anyone can safely drop off unused prescription medication, over the counter medications, and illicit substances. Mayor Andrews thanked Chief Michael Richter for having a drug take back kiosk at the Police Department. Discussion ensued.
4. **Fire Department Truck Purchase** – Chief Hunter Aycock explained they are having some mechanical issues with the rescue truck which is 28 years old. He is proposing to take his truck and turn it into a brush truck and also turn the current brush truck into the rescue truck. Mrs. Tanner stated there is a current loan for the Chief's truck that will be paid off this fiscal year. The purchase of a new truck can be funded with a loan that has a first payment in the next fiscal year, which would not require any additional payments this year. Mrs. Tanner stated the cost of the truck is \$66,473.00. No further discussion.

A motion was made by Council Member Cain and seconded by Council Member McCall to approve the purchase of a new F-250 truck for the Fire Department in the amount of \$66,473.00. The motion passed unanimously.

5. **Pride Committee** – Discussion. Mrs. Tanner explained the Pride Committee has not been active for some time and that Ms. McCall wanted to discuss possibly reactivating the committee. Ms. McCall stated she has people that want to help decorate in town. Mayor Andrews stated Pride encompasses the entire city for clean up or decorating. Mrs. Tanner stated there is money budgeted each year for this purpose. Mayor Andrews stated there should be a process and nominations for the committee from each Ward and one from the downtown merchants as a collaborative effort. Mrs. Tanner stated she could put something together for guidelines.
6. **Cheerleading for Basketball** – Discussion. Mrs. Tanner explained that she, Mr. Tate, Mayor Andrews and Jalisa Brown met and discussed the possibility of cheerleading during the basketball season. Mr. Tate conducted a poll on Facebook receiving 60 responses, with 59 in favor and only one against. Ms. Jalisa Brown stated there are parents interested in having their children ages 5-12 cheer at the basketball games. She feels it is important to show team spirit and to build skills for school cheerleading. Mrs. Tanner stated Mr. Tate proposes that we offer cheerleading for the upcoming basketball season on a trial basis to make sure there is adequate room for the cheerleaders and to see what type of participation there is. The charges would be the same as the other charges for sports and there would also be sponsors for individual teams to be able to

purchase uniforms. If it goes well, then the program could be continued. Mr. Russell asked about age groups and size of each. Ms. Brown stated there are four (4) age groups: Pee Wee and Boomers with eight (8) members on each team and Juniors and Seniors with 12 members on each team. Discussion ensued.

A motion was made by Council Member Cain and seconded by Council Member McCall to approve the cheerleading for basketball on a trial basis for the upcoming basketball season. The motion passed unanimously.

7. **Blue Star Memorial Veterans Marker** - Discussion. Mike & Stacy Hansen, Chipley Garden Club and the Blue Star Memorial Highway Marker Committee, explained there is a Blue Star Memorial Highway Marker located on State Road 90 by the Florida Department of Transportation office, that pays tribute to the US Armed Forces. It was placed there by the Garden Club on April 26, 1961. The current location makes visibility low due to a utility pole and overgrown landscaping around it. FDOT has notified them that the sign is in violation of state guidelines due to the post it is on and it needs to be relocated. We are asking for a new location for the sign that is fading so it can be updated. We are requesting to place it in front of City Hall near the time capsule monument. The Garden Club would provide the funds for a new post and to refurbish the sign. Mr. Guy Lane will coordinate with the Garden Club on the placement of the sign. Discussion ensued.

A motion was made by Council Member McCall and seconded by Council Member Blount to approve the placement of the Blue Star Memorial Highway Marker in front of City Hall. The motion passed unanimously.

I. OTHER BUSINESS

Mr. Russell asked about readdressing the garbage can ordinance. Mrs. Tanner stated she will address it on Facebook and advertise in the newspaper to explain further.

Mr. Tim Parsons, Liberty Partners of Tallahassee, LLC, gave an update on annexation after meeting with Representative Shane Abbott. Representative Abbott understands the City is committed and they will be discussing it further with the House Local Administrative Committee staff.

Mr. Parsons stated the City will be preparing their appropriation requests for the 2025 legislative session. Mayor Andrews stated we may need a workshop in December to discuss and understand our priorities and know which projects would have a higher approval rate.

J. ADJOURN

The meeting was adjourned by Mayor Andrews at 6:17 p.m.

City of Chipley

Attest:

Tracy L. Andrews, Mayor

Sherry Snell,
City Clerk