



MINUTES

CITY COUNCIL MEETING – REGULAR SESSION MONDAY, APRIL 24, 2023 at 6:00 PM

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

I. CALL TO ORDER

A. Invocation

The Invocation was given by Councilwoman Smith.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Councilwoman Sierra Smith.

II. APPROVE AGENDA

Thomas Brannon with Dewberry Engineers was added as Item H under Old Business.

Sandy Spear, Bonifay Kiwanis Boot at Memorial Field added as Item H under New Business.

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

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

III. APPROVE ACCOUNTS PAYABLE / TRANSFERS / FINANCIAL SHEETS TO REVIEW

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

IV. APPROVE MINUTES

A. Approve minutes of April 10, 2023 Regular Session

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.

None

VI. OLD BUSINESS

A. Resolution 23-15 to hold Public Hearing on Abandonment of a Portion of Varner St. and Abandonment of 10' of Alley

Resolution #23-15 to hold Public Hearing may 8, 2023 at 6:00 PM.

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

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

B. Middlebrooks Park Update

Mayor McCann advised that a partnership had been created whereby stainless steel heavy duty toilets as used in correctional facilities could be acquired free thru Holmes County Correctional Institution. The City will proceed with the repairs as previously adopted with Etta Hudson Park as the first priority and then Middlebrooks Park.

C. Update on Memorial Field

Mr. Harry Bell was not present at the meeting to give an update on Memorial Field.

D. Status of Spanish Mission Church Parking Issue

Mayor McCann stated that it had been a couple of weeks since the issue with parking had come up, and asked for an update on how it was going. City Superintendent Trey Barbee advised that he had spoken with First Baptist Church Pastor Dr. Shelly Chandler and that Dr. Chandler was supposed to speak with a tenant who parks at the entrance and see if it could be resolved, and

that he had not heard of any problems since then, and Chief of Police Wells said he thought it had been resolved.

E. 79 Corridor Project Board Clerk Proposal

Mayor McCann addressed the Proposal and advised the Council that the 79 Corridor Project Board had tabled the City's proposal and had asked to negotiate. They also may change the number of meetings. She stated that after reviewing the monthly billings from GSG submitted to the 79 Corridor Project Board which the Board payed, she had revised the original proposal to a flat rate of \$1,000 per month, and \$3,500 per meeting and would recommend taking it to the workshop to be held Wednesday, May 10, 2023 at 9:00 AM at PAEC in Chipley.

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

The Mayor and the Council discussed the issues the City has had with the 79 Corridor Board regarding the Water and Sewer rates, the usage of water at the current time with no reimbursement to the City, etc. The Mayor said that she found it hard to agree with the City selling water and sewer to the Hwy 79 Project Board cheaper than the residents of the City of Bonifay pay. City Clerk Callahan asked if the City Attorney could address the original creation of the 79 Corridor Project Board, its purpose, and had it served its original purpose. Attorney Blankenship-Jordan advised the Council that its purpose was to provide water and sewer services to that area, and that had been accomplished. The Mayor stated that she is ready to see what it would take for the City to stand alone in this process and provide water and sewer services only.

Motion by Council Member Smith, seconded Council Member Carroll to have City Attorney Blankenship-Jordan find out what it would take to dissolve the Hwy 79 Corridor Project. Voting Yea: Mayor McCann, Vice-Mayor Sierra Smith, Council Member Cook, Council Member Sellers, Council Member Carroll.

F. Update on Credit Cards/Debit Cards used at City Hall for Utility Payments

City Clerk Callahan updated the Council on accepting credit cards at City Hall. The City is working with Global Payments who already accepts credit cards by phone on behalf of the City for utility payments. The City is discussing convenience fees, credit card terminal, and other costs to the City and hope to have everything ready to report on at next meeting.

G. Approve Change Order #1 to include repaving at Railroad Crossing on Hubbard Street for \$8,500.

Clerk Callahan advised that the R/W owned by the railroad had not been included during the use of the Hubbard Street Repair Grant, and that it could be included on the contract to repair Hubbard Street from repairing the water leaks with approval of a change order in the amount of \$8,500.

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

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

Old Business - Item H

Thomas Brannon with Dewberry Engineers appeared before the Council to update the Council on Grant Projects being handled by their firm. He first handed out a list of projects to the Council. He had three projects listed: Etheridge Street Drainage Improvements (\$680,000) - He stated that this project was for the City of Bonifay Drainage and Safety Improvement on Etheridge Street. He stated the survey was completed mid-winter, and that plans are 30% complete on this project, and he also said that the project should be finished by July 31, 2023. Council Member Cook asked how it could be completed with the plans only at 30%. Mr. Brannon stated again that it could be completed by July 31, 2023.

Memorial Field Improvements - Mr. Brannon stated that this Legislative Appropriation Project consists of drainage improvements to South Depot Street and the football field. Point repairs to the existing bleachers and improvements to handicap/parking areas are also involved. He stated that the scope of work is very open and there are things that can be added. Council Member Cook asked if the work being done by the Kiwanis Club could have been covered in this grant. Thomas stated that it possibly could have, but the Kiwanis Club wanted to do it sooner. Mayor McCann asked that Thomas provide plans to City Hall for the Memorial Field Grant and Thomas advised he would send them. Note: Later in the meeting Mayor McCann asked Thomas to provide the City with ALL plans that Dewberry Engineers are working on for the City, and Thomas stated he would do that right away. Mayor McCann asked about holding a workshop between the City, the Holmes Co. School Board, and the Bonifay Kiwanis Club regarding the work to be done at Memorial Field, prior to our next regular meeting. Thomas stated that he would reach out to Josh McGowan with the School District and Harry Bell with the Bonifay Kiwanis Club to attend the workshop. The workshop was set for Monday, May 8, 2023 at 5:00 PM.

The next item was the CDBG Downtown Building Project (\$520,000). Mr. Brannon stated that the project had been bid out four times and that each time, the bids were much higher than the money provided. He then discussed the process to go to DEO and ask for a variance on the amount of money provided by the grant, to see if the City could get an increase. The last bid came in at \$1.2 million. Mayor McCann asked Mr. Brannon if we know why the Council requested the project be bid out again in January of 2023, and it had not been bid out. Mr. Brannon stated that "Dewberry kind of halted a lot of the City of Bonifay projects post-December because we had a couple of bills that were past 180, and I was directed by our financial department to kind of slow down until the City was caught back up on a lot of stuff, and that was because of the downtown parking lot project basically was not being reimbursed by DEO and I know a lot of that money was tied up and recently the City has caught back up." Mayor McCann asked if the City received any kind of notification that Dewberry was slowing down or halting your relationship with the City? Mr. Brannon stated "I had a conversation with Rickey, but there was nothing in writing." Clerk Callahan (Rickey) stated that he was never told that there was going to be a slow down or a stoppage of the work for the City of Bonifay. Mr. Brannon stated "If it wasn't clear, that's on me." Mayor McCann stated that she has discussed the lack of communication with Mr. Brannon and that there have been issues, but she wants the relationship to work. She asked Mr. Brannon to please put things in writing because the Clerk has been asked to do the same. Mayor McCann asked that the bid on the downtown building be put back out to bid with all the options included. She also asked that we move forward in a more strategic way.

Mayor McCann asked Mr. Brannon about a project that was not listed on his list, the Veteran's Memorial Park Grant (\$200,000). Mayor McCann stated she had been told that we had lost the grant. Mr. Brannon stated that that was the final thing he had to tell the City about. He stated that there was a FRDAP project awarded back in 2020. Mayor McCann asked if we received that and Mr. Brannon responded that we did. She then asked what the amount was and Mr. Brannon replied \$200,000. The work involved bathrooms, playground equipment, and parking upgrade. Council Member Cook asked about the design plans, and Mr. Brannon advised that they are complete, and he will send them to us with the Memorial Field plans. As of April 30, 2023 funds will be reverted. He stated that the mistake that he made was trying to put the project out to bid at the same time the Memorial Field Project went to bid, and if the City could get the same contractor on both projects the money would go further. He also said, "The thing that I did not realize for FRDAP projects, and this is the first one I have ever worked on, is that they grant no extensions at all." The funds were awarded in 2020. Mayor McCann asked if we could apply for those funds again and Mr. Brannon said yes, and that the application period will be at the end of the summer. He also stated that he had spoken with the Director and that she had advised that if we have shovel-ready plans, we could apply again and most likely would get the funds. Council Member Cook asked how much the design/plans had cost from Dewberry and he replied \$20,000. Mayor McCann reiterated that the City would love to see the plans and that this project is very important.

Mayor McCann thanked Thomas for appearing before the Council.

VII. NEW BUSINESS

A. Chief Plant Operator Matthew Perry personnel recommendation.

Chief Plant Operator recommended a \$1.00 per hour pay raise for Reinhard Riemer based on his performance and ongoing commitment to his job.. He stated that Mr. Riemer had his one year anniversary with the City on April 21, 2023 and that he had never called in and had only taken two bereavement days since starting with the City.

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

B. City of Bonifay Comprehensive Plan

City Clerk Callahan advised the Council that the Evaluation and Appraisal letter needs to be submitted to the State of Florida.

The Council asked that we wait based on the possibility of receiving grant funds to revise the Comp Plan.

C. Holmes County Recreational Center Update

HUD Federal Appropriation from Congressman Neal Dunn

Mayor McCann updated the Council on the status of the Congressional Appropriation/Grant on the Holmes County Recreational Facility. She advised that HUD and Congressman Neal Dunn's Office has stated there are two options available on the money (\$3,000,000.) and they are:

Option 1: The City can request the Congressman's office consider seeking a technical correction so that it could be transferred to the County. This process is very cumbersome and would be tied to the 2024 appropriations process and could be in flux well into the fall. HUD and the Congressman's staff strongly discourage this action.

Option 2: This option was recommended by HUD staff who indicated that if the City accepted the funds and the County owns the Rec Center, The City and County could work collaboratively and the County could be a sub-recipient of the funds (and comply with all requirements under 2 CFR 200.131). The reason this option would be preferable is because the work could begin immediately and the 2022 funds like this because as of February 17, 2023 this award would be exempt from the requirements of the federal BAB Act.

Motion made to go with Option 2 by Council Member Sellers, Seconded by Vice-Mayor Smith. Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

Garrett Curry asked if it got resolved that the City's name was off the property and it went to the County. He advised that Holmes County Property Appraiser Brian Bell stated that he had gotten no paperwork indicating it going to the County. City Attorney Blankenship-Jordan stated that if the County did not have the paperwork, then they had not done what they were supposed to do. She also advised that the County Attorney had sent her a deed and she had reviewed it, and approved it for the Mayor to sign and had not heard back from the County Attorney.

D. City Police ongoing training.

Council Member Smith asked Chief Wells if the City Police could be more involved in the active shooter training for the Holmes County School Board. Chief Wells stated that he would reach out to the County and ask to be included in the training.

E. Discuss scheduling budget workshops for FY 2023-2024

Mayor McCann advised that we need to start the planning for Budget Workshops.

F. Professional Head Shots for Website

Council Member Smith asked if everyone could be available and ready to have photos/head shots made for the website Monday, May 8, 2023 at 4:30 PM.

G. Update to City Employment Applications

Council Member Smith advised the Council that we need to update the City's Employment Applications and put them on our website. She will get input from the department heads and other members of the Council for the update.

NEW BUSINESS - Item H

Sandy Spear with the Bonifay Kiwanis Club asked the Council to approve placing a 12 foot Cowboy Boot Statue at Memorial Field outside the stadium on the NW Corner of Memorial Field. The Council consented but also referred Ms. Spear to the Holmes County School Board due to the current lease held by them on the property.

VIII. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION

Items not listed on Formal Agenda.

A. Employee Spotlight

Mayor McCann recognized City Clerk Rickey Callahan for his work as City Clerk in being attentive and keeping a \$3,000,000 project going, by following up and forwarding an email within three hours of receiving it. She also recognized City Bookkeeper Tracy Walker for her work as the City's Bookkeeper, for her finding a way to save the City \$2,000 per year.

IX. ANNOUNCEMENTS

X. ADJOURN

Meeting Adjourned by Mayor McCann at 7:31 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.