



AGENDA

CITY COUNCIL MEETING – REGULAR SESSION

MONDAY, JUNE 12, 2023 at 6:00 PM

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

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. APPROVE AGENDA

III. APPROVE MINUTES

- [A.](#) 05-05-23 Special Session
- [B.](#) 05-22-23 Regular Session
- [C.](#) 06-02-23 Special Session

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

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.

VI. OLD BUSINESS

- [A.](#) Resolution 23-15
- B. Partnership with Holmes County Board of County Commissioners
- C. Board Clerk Services for 79 Corridor

D. Holmes County Rec Center

VII. NEW BUSINESS

A. Donation to Police Department

B. Purchase of interface cards for decant actuator

C. Social Media Archival Service

D. Duties of Mayor

E. GIS Land Use Map

F. WWTP Storage Tank Inspection

G. Bonifay Fire Department Incident Report

VIII. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION

Items not listed on Formal Agenda.

A. Water usage discussion

B. Department Head Meeting

C. Sanitation Concerns

D. 79 Corridor Board Meeting

E. Personnel Recommendation

IX. ANNOUNCEMENTS

A. Employee Spotlight

X. ADJOURN

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.



MINUTES

CITY COUNCIL MEETING - EMERGENCY SESSION

FRIDAY, MAY 05, 2023 at 3:00 PM

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

I. CALL TO ORDER

Meeting called to Order by Mayor McCann at 3:00PM

PRESENT

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

II. NEW BUSINESS

A. Accept resignation of City Police Chief Christopher Wells

Motion made by Council Member Cook to accept the resignation, Seconded by Vice-Mayor Smith.

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

Mayor McCann advised that she had spoken with Holmes County Sheriff John Tate and that he stated he would work with the City to cover the weekend and to provide a quote for service to the City until the City makes the decisions necessary to move forward, and that she hopes to have a draft agreement ready for the Regular Session Meeting on Monday, May 8, 2023.

City Attorney Michelle Blankenship-Jordan asked what date the resignation was effective, and Clerk Callahan advised May 19, 2023. Mayor McCann advised that he wished to be paid through May 19, 2023.

Motion by Council Member Cook to accept the resignation effective May 5, 2023 and pay his time. Seconded by Council Member Sierra Smith.

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

B. Recommendation to Terminate Jody Long, City of Bonifay Police Department

Mayor McCann then told the Council she needed to make them aware of a situation with Officer Jody Long. She advised that the Council would be looking at a portion of a bodycam provided by the Holmes County Sheriff's Department of an incident that occurred during an arrest by Officer Jody Long. After watching the bodycam video Mayor McCann advised the Council that on April 28, 2023 Officer Jody Long was charged for this incident which occurred on March 27, 2023. She also advised that she did not become aware of the charges filed against Officer Jody Long until earlier in the day today, (May 5, 2023). She stated that she became aware of the incident on April 3, 2023, and immediately requested the bodycam footage from the Holmes County Sheriff's Department. She then stated that she received the video requested on April 6, 2023, and upon viewing the video, she notified Chief of Police Chris Wells to place Officer Jody Long on Administrative Leave with pay, without loss of leave or benefits, effective April 6, 2023, pending an internal investigation. She stated that after Chief Wells conducted his preliminary review that he anticipated possible criminal charges being pending, so he referred the investigation to FDLE. As stated earlier, she said she was advised today that charges have been filed as of April 28, 2023. Council Member Cook asked if Chief Chris Wells knew of the charges the date they were filed, and why there was a delay in notifying her, to which the Mayor replied that she did not know the date he was aware. She provided for the Council a copy of an email she sent to Chief Wells dated May 2, 2023 asking for any and all information related to this incident. The Chief indicated that he knew about the charges on Monday, May 1, 2023. Mayor McCann stated, "Based on the information I have been provided today, it would be my recommendation to terminate Officer Jody Long effective immediately". Council Member Cook asked if the City has an internal investigation, to which City Attorney Michelle Blankenship Jordan replied, "There was one underway". Council Member Cook then asked, "Is it wise to terminate him while the internal investigation is going on?" And City Attorney Blankenship-Jordan replied, "Yes, we got an outside legal opinion this afternoon on proceeding with termination based on the filing of criminal charges". Council Member Cook said, "Okay, so we are not violating his rights by not giving him due process with an internal investigation", to which the City Attorney replied "Correct".

City Attorney Blankenship-Jordan also stated, "Just for the record, due to not having a Police Chief at this time, you all are the decision-makers on the internal affairs investigation. So you've got the criminal complaint, you've seen the footage, and you all have to make the determination that Mr. Long violated your Standard Operating Procedures, which in this case is Excessive Use of Force".

Council Member Carroll asked if the charges were Felony and the City Attorney advised that it is misdemeanor at this time. Council Member Carroll also asked if there were any previous incidents in Officer Long's personnel file, and the Mayor stated she had checked his file, and it is empty as it relates to any kind of disciplinary action. Council Member Carroll stated that she is not saying that she agrees with the act, but this is a long-time Officer who does not have anything negative in his file. Council Member Cook stated that there was a lawsuit in the past that included Officer Long that had to be settled out of court on the advice of the attorneys with the City's insurance carrier. "So there is an incident, even if was not in his file, it did occur". City Attorney Blankenship-Jordan added that the attorneys had problems defending the lawsuit because there was no documentation in the file, causing the recommendation to settle out

of court. Council Member Smith asked who should have put that documentation in the file, to which City Attorney Blankenship-Jordan replied "The Chief". Council Member Cook asked if there was anything positive in Officer Long's personnel file and the Mayor stated there was nothing besides his application, insurance enrollments, and raises documented in the file.

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

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

Voting Nay: Council Member Carroll

Attorney Blankenship-Jordan advised that there would need to be a decision at Monday night's meeting (05/08/2023) regarding the current officers with the Bonifay Police Department, as they would not be able to work under the Sheriff. Mayor McCann advised that a decision would need to be made at Monday's meeting on whether the Bonifay Police Department would continue as a Department, or turn the law enforcement within the City over to the Holmes County Sheriff's Department. Mayor McCann advised the Council that the City has two options regarding the current officers: #1 - Lay them off in the interim, and if we choose to, come back, fill the top three positions, and then resume, or #2 - Outsource law enforcement services for the City to the Sheriff's Department, and also added that the Sheriff would be happy to have all three existing officer apply with his department, as we do not have enough personnel to run the Department currently.

The Mayor's recommendation is to outsource law enforcement services to the Holmes County Sheriff's Department in the interim. Council Members Sellers asked if the HCSD is prepared to take over in the interim. The Mayor stated that he is open to it, and that she will be meeting with him later in the afternoon to discuss it.

The Council then discussed what could be done to help our three full-time officers during the interim, until a decision is made. City Attorney Blankenship-Jordan advised that the three officers could be assigned to other duties within the City. The Mayor stated that she did not want to see the full-time officers leave this afternoon and that be it, and that she is open to them being re-assigned. The Mayor then suggested to put the three current officers on Administrative Leave with Pay until Monday night, when a decision can be made beyond the immediate need.

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

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

They Mayor will meet with the Sheriff immediately following this meeting to proceed with covering the City.

Locks will be changed on the Police Department Building immediately, and we will start the process of having Police Department property being returned to the City with the help of the Sheriff's Department.

Paid Administrative Leave will not include part-time officers.

Clerk Callahan, with the Council's assistance will contact the part-time officers and advise them of the decision of the Council and the need for them to return police department property in their possession.

Full time officers are: Chuck White, Betty Sims, and George Record.

Motion by Council Member Cook to also include Ruthie Sallas in the Administrative Leave with Pay, Seconded by Council Member Carroll.

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

III. ADJOURN

Meeting adjourned at 3:32 PM by Mayor McCann.

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.



MINUTES

CITY COUNCIL MEETING – REGULAR SESSION

MONDAY, MAY 22, 2023 at 6:00 PM

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

I. CALL TO ORDER

Meeting was called to order by Mayor McCann at 6:00 PM

A. Invocation

Invocation was given by Vice-Mayor Smith.

B. Pledge of Allegiance

Pledge of Allegiance was led by Vice-Mayor Smith.

II. APPROVE AGENDA

Item C from Section I was moved to Section VI Item A.

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

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

III. APPROVE MINUTES

None to approve.

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

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

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.

Christopher Naylor addressed the Council Members with a complaint regarding an arrest by Officer Blevins. Naylor will meet with the Mayor, City Clerk and City Attorney.

VI. OLD BUSINESS

A. 79 Corridor update

The 79 Corridor Board accepted the new Board Clerk services RFP submitted by the City of Bonifay. The 79 Corridor Board also voted to have their attorney submit letters to DEO and FDOT asking about dissolving the Board and turning the utilities over to the City of Bonifay.

B. Veteran's Memorial Park Improvements FRDAP Grant Emails/Dewberry update

The City will withdraw the grant and re-apply. Ben Blich, with Dewberry, stated Dewberry will repay the engineering cost to the City. Mayor McCann asked that he send the plans on all projects Dewberry currently has with the City.

C. Resolution 23-15

Council Members voted to adopt Resolution 23-15 and to hold a public hearing on June 12, 2023 at 6:00 PM regarding abandoning a portion of a certain portion of a certain public road in the City.

D. Waukesha Way events

Council Members voted to allow Waukesha Way to hold "Watermelons on Waukesha" event at Eureka Square on June 24, 2023 and a "Back to School" bash in August 2023.

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

VII. NEW BUSINESS

A. ARPA funds

There was a consensus of the Council to hold off committing ARPA money to the water meter project as Council Member Sellers advised that NWFL Water Management has offered assistance. It was also mentioned that ARPA money may be needed for the Police Department.

B. Tyler Technologies quote

Council Members voted to accept Tyler Technologies quote of \$6316 for ESS Timekeeping.

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. Accept online bids for patrol cars

Council Members voted to accept online bids for patrol cars.

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

D. Change signatories at Peoples South Bank - Remove Travis Cook, Mayor & Ryan Martin, Vice-Mayor Add Emily McCann, Mayor & Sierra Smith, Vice-Mayor

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

E. Sierra Smith - Headshots and Yearbook sponsorship

Vice-Mayor Smith told the Council Members that Paul Goulding will do the headshots of the Council and Department Heads. Vice-Mayor Smith will make a donation to Mr. Goulding's photography class at Vo-Tech. The cost of a full page yearbook ad (\$260) will be split between the Council, Bonifay Fire and Bonifay Police Departments.

F. PERSONNEL UPDATES:

Chief Operator Matt Perry recommends James D. Jefferson as Wastewater and Water Operator effective June 12, 2023 at a starting salary of \$17.50 per hour with a \$0.50 raise at the end of the 90 day probationary period.

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

Mayor McCann updated the Council on the status of responses to ads for Bonifay Police Department positions. We have received 43 applications for Chief, 17 for Asst. Chief and 13 for Patrol Officer.

G. Adopt Planning Fee Schedule as Recommended by City Planner John Fenney

Council Members voted to adopt Planning Fee Schedule as Recommended by City Planner John Fenney.

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

VIII. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION

Items not listed on Formal Agenda.

Officer Chuck White reported on the police Department work being done by he and fellow Officers Betty Sims and George Record. He stated that 90% of the property belonging to the Bonifay Police Dept. being used by officers has been recovered.

FDLE will postpone audit until a Chief is hired. All three officers attended use of force training May 12, 2023. Officers Sims and Record attended firearms training May 19, 2023. Patrol vehicles need fire extinguishers. The rest of their time has been spent on inventories and detailing patrol vehicles.

The Mayor advised the Council that a pistol had been signed out by the previous Chief to a previous Council Member that belongs to the Bonifay Police Dept. Officer White will recover that firearm.

The re-stripping of all patrol vehicles was discussed. Council Members voted to have vehicles re-stripped using the black and white colors, all vehicles will be re-stripped except the one used by the Police Chief.

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

Mayor McCann advised the Council that she was appointing Council Member Carroll liaison for the Council with the Bonifay Police Department.

Mayor McCann thanked Officers Chuck White, Betty Sims and George Record for "stepping up" during this time while they are on administrative duty.

Council Member Sellers advised that Christina Coger, with NWFL Water Management, met him, City Superintendent Barbee and drove around and discussed stormwater issues, and issues with the well and water tank on W. North Avenue. Council Member Sellers advised also that he believes Ms. Coger and NWFL Water Management will assist the City to correct issues.

IX. ANNOUNCEMENTS

A. Employee Spotlight

Vice-Mayor Smith thanked the City and City Superintendent Trey Barbee for the assistance leading up to the HCHS Graduation in acquiring chairs for use.

Council Member Carroll asked about the ADA compliance issue on E. Iowa Avenue. Mayor and City Clerk will meet with Brent Melvin on Wednesday and discuss.

X. ADJOURN

Meeting adjourned by Mayor McCann at 7:04 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.



MINUTES

CITY COUNCIL MEETING - SPECIAL SESSION

FRIDAY, JUNE 02, 2023 at 3:00 PM

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

I. CALL TO ORDER

A. Invocation

Invocation was given by Vice-Mayor Smith

B. Pledge of Allegiance

The Pledge of Allegiance was led by Vice-Mayor Smith.

II. 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.

Mr. Brian Schultz appeared before the Council to file a complaint about the process used for hiring and naming the new Police Chief and Assistant Chief. He stated he was told at his interview that the applicants would be scored, and that the top applicants would be presented to the Council. He stated that he "heard things through the grapevine", and that he had not gotten a phone call from anyone. He stated he also had heard that someone who had scored lower than he did got the job. He stated that he had requested the score sheets and the interview scores, but had yet to receive them at the current time. He stated that the Mayor had used her discretion in choosing to fill the positions and that he felt that this was "disrespective and highly unprofessional". He said that you don't let an applicant who is your top tier "find out through the grapevine." He continued, "I have YET to receive a phone call from you Mayor or anybody else with this department. If you are gonna have a process, follow it. If you are not, hire the positions. That way you don't have to explain later. You've monkeyed up this whole works, you make your whole Council look ridiculous and highly unprofessional, and I do not appreciate the disrespect that I have been shown. Thank you."

III. NEW BUSINESS

A. Personnel Updates

Mayor McCann recommended Jimmy Macon to be hired as the City of Bonifay Police Chief. She stated that once the Council approves the recommendation of the Chief, all other candidates will be notified by email or phone that the position has been filled.

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

Mayor McCann recommended Johnny Whitaker to be hired as a Full Time Officer with the City of Bonifay Police Department.

Discussion followed as to the make up of the Department, and the Mayor advised that would be done with advice from the Chief of Police, and that the target date to have the City of Bonifay Police Department operational again is June 19, 2023.

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

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

Mayor McCann also praised the work that has been done by Officers Chuck White, Betty Sims, and George Record during this time while the Bonifay Police Department is being reorganized.

B. Vac-con Omnibus Vacuum Jetter Combo Truck

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

C. Cameras at BPD/Fire Station

Mayor McCann presented a quote from our IT provider, Modern Tech Squad for repairs to the camera system at the fire and police station to get it fully functional and running in the amount of \$6,879.00.

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

D. Bonifay PD Material Needs

Mayor McCann advised the Council that much of the equipment for the Bonifay Police Department is worn out and out of date, including items that are provided for the protection and safety of officers and to be expecting some purchases needing approval to get the Department up to date and as safe as possible.

E. City Owned Property

Mayor McCann advised the Council that there is a need to get ALL City-Owned properties up to date by way of surveys and inventories. The consensus of the Council was to move forward.

F. HCBOCC Partnership Opportunity

Mayor McCann advised the Council that the Holmes County Board of County Commissioners is in the process of appointing a committee to oversee the Grant Appropriation Implementation for the City/County Appropriation for the Holmes County Recreational Facility. The Mayor hopes to be seated on this committee and will report back to the Council., as the Commissioners are still interested in a partnership with the City.

G. Headshot Schedule

Headshots are scheduled for Wednesday, June 7, and Thursday, June 8 at Panhandle Technical College.

H. June 12 Budget Workshop at 4:30

First Budget Workshop will be held Monday, June 12, 2023 at 4:30PM prior to the Regular Session.

I. City cell phones

Legal has recommended that Council utilize City cell phones for City business.

IV. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION

Items not listed on Formal Agenda.

V. ANNOUNCEMENTS

VI. ADJOURN

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.

RESOLUTION No. 2023

(Closing of Portion of Varner Street)

WHEREAS, on the petition of Shelly and Tammie Harrison of the City of Bonifay, Florida, has previously scheduled its hearing on _____, 2023, to consider whether to abandon a portion of the subject street; and

WHEREAS, the notice of said hearing was duly published in a newspaper of general circulation in Holmes County, Florida; and no interested party or adjacent land owner appeared or filed any response objecting to the abandonment; and said abandonment affects no public interest or rights and it appears to be in the best interest of all concerned parties that the right or interest of the public therein shall be disclaimed and renounced;

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council of the City of Bonifay, Florida, does hereby renounce and disclaim any interest in and to the portion of Varner Street more particularly described as:

BEGINNING AT THE SOUTHEAST CORNER OF LOT 7, BLOCK 7, MAP OF BONIFAY AS PER MAP OR PLAT THEREOF RECORDED IN PUBLIC RECORDS FOR HOLMES COUTY, FLORIDA AND PROCEED; THENCE NORTH, ALONG THE EAST BOUNDRY LINE OF SAID LOT 7, A DISTANCE OF 140 FEET TO THE NORTHEAST CORNER THEREOF; THENCE CONTINUE NORTH, ALONG THE WEST ROAD RIGHT OF WAY OF NORTH VARNER STREET, A DISTANCE OF 10.00 FEET TO THE CENTER LINE OF A 15.00 FEET WIDE PLATTED CITY ALLEY; THENCE EAST PARALLEL WITH THE NORTH BOUNDRY LINE OF SAID LOT 7, A DISTANCE OF 15.00 FEET INTO THE PLATTED ROAD RIGHT OF WAY OF SAID NORTH VARNER STREET; THENCE SOUTH PARALLEL WITH THE EAST BOUNDRY LINE OF SAID LOT 7 (ALSO BEING THE WEST ROAD RIGHT OF WAY OF SAID NORTH VARNER STREET) A DISTANCE OF 140 FEET TO THE NORTH ROAD RIGHT OF WAY OF EAST NEBRASKA AVENUE; THENCE WEST ALONG THE SAID NORTH ROAD RIGHT OF WAY, 15.00 FEET TO THE POINT OF BEGINNING. CONTAINING 2,100 SQUARE FEET MORE OR LESS.

THE SOUTH 10.00 FEET OF A 20.00 FEET WIDE PLATTED CITY ALLEY THAT IS ADJACENT TO AND COINCIDENT WITH THE NORTH BOUNDRY LINE OF LOTS 7 AND 8, BLOCK 7, MAP OF BONIFAY AS PER MAP OR PLAT THEREOF RECORDED IN THE PUBLIC RECORDS FOR HOLMES COUTY, FLORIDA. CONTAINING 1000 SQUARE FEET MORE OR LESS.

and does hereby vacate, abandon, discontinue and close the use of the portion of the subject roadway property as a public roadway, with ownership thereof to devolve in accordance with law to the adjoining property owner or owners.

2. Notice of the adoption of this resolution shall be published in a newspaper of general

circulation in Holmes County one time within thirty (30) days of the adoption of this resolution.

RESOLVED this _____, 2023, by the City Council of the City of Bonifay, Florida.

ATTEST:

CITY OF BONIFAY, FLORIDA
BY:

Rickey Callahan, City Clerk

Dr. Emily Rone McCann, Mayor

NOTICE OF ABANDONMENT OF PUBLIC ROAD

NOTICE is hereby given that pursuant to the provisions of Florida law and a resolution of the City Council of the City of Bonifay, Florida, dated _____, 2023, the said Council did take official action to disclaim, renounce, and abandon any public or municipal interest in and to a certain previously dedicated roadway easement, described as:

THE SOUTH 10.00 FEET WIDE PLATTED CITY ALLEY THAT IS ADJACENT TO AND COINCIDENT WITH NORTH BOUNDRY LINE OF LOTS 7 AND 8, BLOCK 7, MAP OF BONIFAY AS PER MAP OR PLAT THEREOF RECORDED IN PUBLIC RECORDS FOR HOLMES COUNTY, FLORIDA. CONTAINING 1,000 SQUARE FEET MORE OR LESS.

Beginning at the Southeast Corner of Lot 7, Map of Bonifay as per map or plat thereof recorded in the Public Records for Holmes County, Florida and proceed; thence North, along the East boundary line of said Lot 7, a distance of 140 feet to the northeast corner thereof; thence continue North, along the west road right of way of North Varner Street, a distance of 10.00 feet to the center line of a 15.00 feet wide platted city alley; thence East. Parallel with the North boundary line of said lot 7, a distance of 15.00 feet into the platted road right of way of said North Varner Street; thence South, parallel with the East boundary line of said lot 7 (also being the West road right of way of said North Varner Street) a distance of 140 feet to the North road right of way of East Nebraska Avenue; thence West along the said North road right of way, 15.00 feet to the point of beginning. Containing 2100 square feet more or less.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

DATED THIS _____, 2023.

CITY OF BONIFAY, FLORIDA
BY:

Dr. Emily Rone McCann, Mayor

RUN ONCE A WEEK FOR ONE (1)
WEEK:

[RETURN PROOF OF PUBLICATION AND BILL TO:

Rickey Callahan, City Clerk
City of Bonifay,
Bonifay, FL 32425



City Council Agenda Form

Meeting Date: June 12, 2023

Department: Fire Department

Public Hearing: YES NO

For Clerk's Use Only
AGENDA ITEM #

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Consent Agenda</i>	<i>Regular Agenda</i>	<i>Closed Session</i>

Presenter: Donna Meldon - Holmes Co

Request Type: Informational Discussion Action Item

Does this item require legal review? YES NO

City Attorney e-mail attached? YES NO

Agenda Item Title: Holmes Co. Chamber of Commerce - Donna Meldon

Attachment(s):

Brief Summary:

Chamber Director Donna Meldon and Board Members wish to donate \$1,000.00 to the Bonifay Fire Department from the Holmes County Chamber of Commerce.

Action Requested of Council:



City Council Agenda Form

Meeting Date: 6/12/2023

Department: W.W.T.P.

Public Hearing: YES NO

For Clerk's Use Only
AGENDA ITEM #

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Consent Agenda</i>	<i>Regular Agenda</i>	<i>Closed Session</i>

Presenter: Larry Cook

Request Type: Informational Discussion Action Item

Does this item require legal review? YES NO
City Attorney e-mail attached? YES NO

Agenda Item Title: Purchase of interface cards for decant actuator.

Attachment(s):

Brief Summary:
Spare interface cards, currently there is 12 actuators in service that require the same cards.

Action Requested of Council:
Purchase of spare interface cards.

Quotation

Customer Reference: **City of Bonifay**
 Customer: **City of Bonifay**
 Attention: **Jon Palmer**
 Regional Manager: **Jose Ramirez**

AUMA Quote: **Q000116054 Rev: 0**
 Quote Date: **05/31/23**

Item	Qty.	Description	Flange	Op. Time	Net Price	Extended Price
<u>1</u>	1	AM BOARD ASSY 460/115 INTERFACE NO E			\$1,090	\$1,090
		Article No.: SPA5.001				
					Total USD:	\$1,090
Quoted price includes all applicable discounts.						

Estimated shipment: 3-4 days after any required technical clarification, order acceptance and release to manufacturing. Order acceptance is confirmed by the issuance of the formal AUMA Order Acknowledgement to the purchaser. Shipments which are made within 24 hours of purchase order receipt are subject to an expedite fee.

Shipment dates are based on receipt of required and complete order documentation and on component availability and production load at the time of order acceptance. AUMA will make every effort possible to meet the quoted lead-time, but may need to adjust the shipment schedule based on current circumstances. Changes to existing purchase orders may impact price and delivery. Expedited delivery requests may impact pricing. Quoted price does not include final field adjustments which may be required.

If quoted Actuator(s) include an AUMA machined stem nut, it is recommended that a stem gauge be provided. If a stem gauge is not provided, AUMA will verify machining with our own gauges. If AUMA does not currently have the necessary gauge(s), any costs associated with procuring the required gauge(s) will be passed along to the purchaser.

Pricing and shipment are subject to change based on circumstances beyond AUMA's control, such as, but not limited to: embargoes, tariffs, shipment restrictions due to COVID-19.

Terms: Net 30 days (Subject to credit approval.) Minimum Order Value is \$125. F.O.B.: Canonsburg, PA. This quotation is valid for 30 days and subject to AUMA's standard terms and conditions (TC 3/19).

For Terms and Conditions: [Click Here](#) For AUMA Policies: [Click Here](#)

For order placement, submit Purchase Order (PO) documents, with AUMA quotations number Q000116054 Rev 0 referenced, to OrderEntryUSA@auma-usa.com

PO documents greater than 10MB may be uploaded at: <https://www.hightail.com/u/AUMA>

Quotation

Customer Reference: **City of Bonifay**
 Customer: **City of Bonifay**
 Attention: **Jon Palmer**
 Regional Manager: **Jose Ramirez**

AUMA Quote: **Q000116055** Rev: **0**
 Quote Date: **05/31/23**

Item	Qty.	Description	Flange	Op. Time	Net Price	Extended Price
<u>1</u>	1	BOARD 110V AM INTERFACE NSF			\$139	\$139
		Article No.: U014.210				
					Total USD:	\$139
Quoted price includes all applicable discounts.						

Estimated shipment: 3-4 days after any required technical clarification, order acceptance and release to manufacturing. Order acceptance is confirmed by the issuance of the formal AUMA Order Acknowledgement to the purchaser. Shipments which are made within 24 hours of purchase order receipt are subject to an expedite fee.

Shipment dates are based on receipt of required and complete order documentation and on component availability and production load at the time of order acceptance. AUMA will make every effort possible to meet the quoted lead-time, but may need to adjust the shipment schedule based on current circumstances. Changes to existing purchase orders may impact price and delivery. Expedited delivery requests may impact pricing. Quoted price does not include final field adjustments which may be required.

If quoted Actuator(s) include an AUMA machined stem nut, it is recommended that a stem gauge be provided. If a stem gauge is not provided, AUMA will verify machining with our own gauges. If AUMA does not currently have the necessary gauge(s), any costs associated with procuring the required gauge(s) will be passed along to the purchaser.

Pricing and shipment are subject to change based on circumstances beyond AUMA's control, such as, but not limited to: embargoes, tariffs, shipment restrictions due to COVID-19.

Terms: Net 30 days (Subject to credit approval.) Minimum Order Value is \$125. F.O.B.: Canonsburg, PA. This quotation is valid for 30 days and subject to AUMA's standard terms and conditions (TC 3/19).

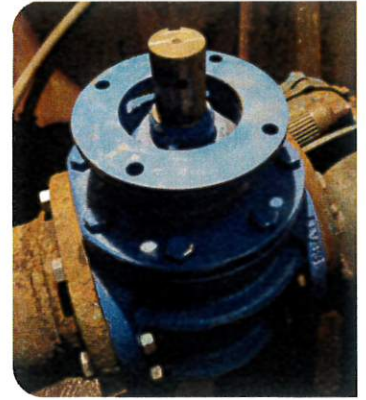
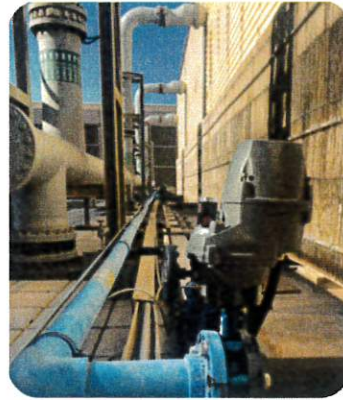
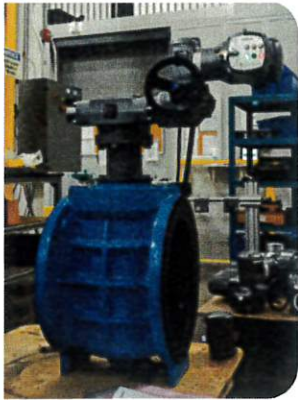
For Terms and Conditions: [Click Here](#) For AUMA Policies: [Click Here](#)

For order placement, submit Purchase Order (PO) documents, with AUMA quotations number Q000116055 Rev 0 referenced, to OrderEntryUSA@auma-usa.com

PO documents greater than 10MB may be uploaded at: <https://www.hightail.com/u/AUMA>



Engineered Solutions for Valve Automation Applications



With over 45 years experience, AUMA provides engineered solutions for automation either in the field or in our facilities. AUMA electric actuators interface easily with new or upgraded plant-wide control systems. AUMA has the knowledge and experience to determine actuation requirements for all applications to make specific automation recommendations from the mechanical point of view and the control system interface.



Have AUMA Automation Help With:

- Solving your most challenging mechanical interface
- Retrofitting an actuator to an existing valve
- Mounting and testing an actuator to a new valve
- Replacing a manual operation with electric actuation
- Supplying actuator to valve mounting hardware
- Automating all valve types including weir/slucice gates
- Providing an automated valve package
- Extensions or linkages from our actuator to valve
- Replacing hydraulic/pneumatic actuators with electric
- Automating non-valve equipment



*Automation solutions are designed, engineered, and manufactured to the high quality standard expected from **AUMA**.*

Automation services are available for applications requiring quarter-turn, multi-turn and linear operations. AUMA is an expert in automation providing solutions including direct or remote mounting the actuator and operating by means of a lever output and linkage. Complete valve automation, calibration and testing services are available.

AUMA can solve ANY automation challenge



City Council Agenda Form

Meeting Date: June 12, 2023

Department: _____

Public Hearing: YES NO

For Clerk's Use Only
AGENDA ITEM #

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Consent Agenda</i>	<i>Regular Agenda</i>	<i>Closed Session</i>

Presenter: Emily McCann

Request Type: Informational Discussion Action Item

Does this item require legal review? YES NO
City Attorney e-mail attached? YES NO

Agenda Item Title: Social Media Archival Service

Attachment(s):

Quote from CivicPlus to provide social media archival for the City of Bonifay social media accounts.

Brief Summary:
In order to have a social media presence, the City needs to have a softare in place to archive all the information from the accounts. CivicPlus is a system we currently use for our website and meeting packets.

Action Requested of Council:
I make a motion to approve the social media archival quote from CivicPlus.

QUOTE

ArchiveSocial, LLC
P.O. Box 737311
Dallas TX 75373-7311
United States

#5648
05/30/2023

Bill To

City of Bonifay, FL

City of Bonifay, FL
Bonifay FL 32425
United States

Ship To

City of Bonifay, FL
Bonifay FL 32425
United States

TOTAL (USD)

\$1,749.65

Quote Expires:

Item	Options	Amount
Economy - 1.6KR - 12A - \$349 Social Media Archiving Subscription (\$349/month) - Up to 12 Accounts & Up To 1.6k Records Per Month Service Dates: 6/13/2023 - 9/30/2023		\$1,249.65
Provisioning Fee One time provisioning fee.		\$500.00

Subtotal (USD)	\$1,749.65
Other Credits (USD)	
Tax Total (USD)	\$0.00
Total (USD)	\$1,749.65



City Council Agenda Form

Meeting Date: June 12, 2023

Department: _____

Public Hearing: YES NO

For Clerk's Use Only
AGENDA ITEM #

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Consent Agenda</i>	<i>Regular Agenda</i>	<i>Closed Session</i>

Presenter: Emily McCann

Request Type: Informational Discussion Action Item

Does this item require legal review? YES NO

City Attorney e-mail attached? YES NO

Agenda Item Title: Duties of Mayor

Attachment(s):

Section of Bonifay's Charter indicating the responsibilities of the Mayor of the City of Bonifay.

Brief Summary:

Action Requested of Council:

Review duties of the Mayor as the Charter describes.

s3.10 - City Attorney

The council shall hire an attorney to serve for a period of one year who shall be the chief legal advisor to the council and all departments of city government. The procedure for hiring the attorney shall include the solicitation of written proposals from local from local attorneys.

s3.11 - Departments

The council shall, by ordinance, create such departments as it deems necessary for the efficient performance of municipal government functions and to provide efficient municipal services.

ARTICLE IV - EXECUTIVE

s4.01 - Mayor

There shall be a mayor who shall be responsible to the electorate for the administration of all city affairs placed in his/her charge by or under this charter or by ordinance duly passed by the council.

s4.02 - Qualifications, Term of Office, Compensation

(a) Qualifications - The mayor shall be an elector of the city and shall have resided in the city for at least two (2) years prior to the date on which he/she qualified to run for the office of mayor. The mayor shall live inside the city limits while serving as mayor. If he/she shall cease to possess any such qualifications during his/her term of office, he/she shall forfeit the office and the council shall remove him/her.

(b) Term - The mayor shall be elected for a term of two (2) years, and the term shall begin on the date of the first regular council meeting following the annual election.

(c) Compensation - The Council shall determine the annual salary of the mayor by ordinance, but no ordinance increasing such salary shall become effective until the date of commencement of the term of mayor elected at the next election, provided such election follows the adoption of such ordinance by at least ninety (90) days.

s4.03 - Vice-Mayor

During the absence or disability of the mayor, the vice-mayor, elected by the council, shall perform the duties of the office of mayor.

s4.04 - Vacancy, or Forfeiture of Office

In the event the mayor dies, resigns, becomes permanently disabled, ceases to be qualified, forfeits the office, or is removed from office as provided by this charter or by law, the vice-mayor, as elected by the council, shall become interim mayor with the full powers and duties of mayor as provided by this charter or other law. The vice-mayor shall serve until the next annual election, at which time a new mayor shall be elected for a two-year term.

The mayor shall forfeit the office if he/she: (1) lacks at any time during his/her term of office any qualifications for the office prescribed by this charter or by law; or (2) violates any standard of conduct or code of ethics established by law for public officials, such violation to be determined by a majority vote of the remaining members of the council; or (3) fails to attend council meetings as required by ordinance passed by the council, such failure to be determined by a majority vote of the remaining members of the council.

s4.05 - Powers and Duties of the Mayor

The mayor:

(a) shall be recognized as head of city government for all ceremonial purposes, by the governor for purposes of military law, for service of process, execution of contracts, deeds and other documents, and as the city official designated to represent the city in all agreements with other governmental entities or certification to other governmental entities.

(b) shall prepare an agenda for council meetings, shall preside at council meetings, and shall have a vote.

(c) shall prepare, with the assistance of the city clerk, an annual budget for the city and submit it to the council for adoption.

(d) shall direct and supervise the city clerk and chief of police.

(e) shall, after conferring with the appropriate department head, make personnel recommendations to the council. Such recommendations will include hiring, firing, establishing or elimination positions, and setting rates of pay. The mayor shall also make recommendations to the council on personnel policies and procedures as required by s3.07 (d) of this charter.

(f) shall submit to the council, and publish in a newspaper of general circulation published in the county, a complete report on the finances and administrative activities of the city as of the end of each fiscal year.

ARTICLE V - QUALIFICATIONS AND ELECTIONS

s5.01 - Annual Election

The annual city election shall be held on the fourth (4th) Tuesday in March of every year.

s5.02 - Nonpartisan Elections

All qualifying and elections for the offices of council member and mayor shall be conducted on a nonpartisan basis without regard for or designation of political party affiliation of any nominee or any nomination petition or ballot.

s5.03 - Qualifications

Candidates for the offices of council member and mayor shall qualify for such office by the filing of a written notice of candidacy with the city clerk at such time and in such manner as may be prescribed by ordinance. At the time of filing, the candidate shall pay a qualifying fee of five percent (5%) of the annual salary to the city clerk.