

City of Chipley
Special Council Meeting
Minutes
January 23, 2024 at 5:00 p.m.

Attendees:

Ms. Tracy Andrews, Mayor
Mrs. Linda Cain, Council Member

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

Others Present Were

Mrs. Patrice Tanner, City Administrator
Mr. Scott Thompson, Police Chief
Mrs. Michelle Jordan, City Attorney (via Zoom)

Ms. Sherry Snell, City Clerk
Mrs. Tamara Donjuan, Planning/Code Enf. Officer

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 Russell and Mayor Andrews led the pledge to the American Flag.
- C. Agenda Items.**
1. **Chipley Communications Tower Change Order – Sabre Industries.** Mr. Scott Thompson explained that in the process of planning there was a requirement from the FAA for two lights on top of the tower instead of one. He stated this will put us in compliance with the FAA. The original bid only asked for one light on top of the tower. No further discussion.

A motion was made by Council Member Russell and seconded by Council Member Cain to approve the Chipley Communications Tower Change Order for Sabre Industries in the amount of \$7,891.00. The motion passed unanimously.
 2. **Chipley Communications Tower Site Lease Agreement – Community South Credit Union.** Mr. Thompson explained the location for the tower on Community South Credit Union property had an easement in the past but due to the fact that it has been assigned its own address, the credit union requested a lease for property tax purposes. He stated the lease for the Chipley Communications Tower would be for a term of 99 years in the amount of \$1.00 for the entire term of the lease. No further discussion.

A motion was made by Council Member McCall and seconded by Council Member Russell to approve the Chipley Communications Tower Site Lease Agreement with Community South Credit Union for 99 years in the amount of \$1.00 for the entire term of the lease. The motion passed unanimously.
 3. **Request for Development Order & Certificate of Appropriateness – 684 7th Street – Wolfpack Alliance, LLC.** Mrs. Donjuan explained there are pictures in the packet along with plans and a materials list. Mayor Andrews asked if Planning and Zoning had reviewed

the request. Mrs. Donjuan stated they had met earlier today and approved it. Ms. McCall stated she had noticed no trees in the picnic area. Mr. Steven Storlie, Wolfpack Alliance, LLC, stated they were looking at sun sails possibly, but they wanted the sight lines open for a view of the park. He stated they would make it look nice and would have shade. Mr. Russell asked what the timeline was. Mr. Storlie stated they were ready to start now and hoping to be finished by the summer. He added they are trying to hire and buy local. Discussion ensued.

A motion was made by Council Member Russell and seconded by Council Member McCall to approve the Request for Development Order and Certificate of Appropriateness for Wolfpack Alliance, LLC located at 684 7th Street, Chipley, FL. The motion passed unanimously.

4. **Affirmation of City Clerk Position – Sherry Snell.** Mrs. Tanner explained City Code states the City Administrator shall nominate a City Clerk for confirmation by the City Council and she is requesting the confirmation of Sherry Snell for the position. No further discussion.

A motion was made by Council Member Cain and seconded by Council Member Russell to approve the Affirmation of the City Clerk Position as Ms. Sherry Snell. The motion passed unanimously.

Mayor Andrews adjourned the meeting at 5:08 p.m.

City of Chipley

Tracy L. Andrews, Mayor

Attest:

Patrice A. Tanner,
Assistant City Administrator/City Clerk