

MON., DEC. 7, 2020

**CITY OF BRISTOL**  
REGULAR MEETING

6:30 P.M.

Chairman Durwood Stewart called this Special Meeting to order with Councilmembers Tom Clemons, Charlotte Shuler, and Vice-chair Margaret Rankin present. Attorney D. Jackson Summers and City Clerk Robin M. Hatcher were also present. Mayor Heather Willis was not in attendance.

Chairman Stewart called for a moment of silence in recognition of Pearl Harbor Day.

Public Works Supervisor Rocky Peddie offered the invocation. Vice-chair Rankin led the Pledge of Allegiance.

Vice-chair Rankin moved to approve the agenda, seconded by Councilman Clemons, all voted in favor.

Mr. Kyle Peddie, Liberty County Superintendent of Education, took a moment to introduce himself to the Council.

Vice-chair Rankin moved to approve the previous month's minutes, seconded by Councilwoman Shuler, all voted in favor.

Councilman Clemons moved to approve the monthly bills for payment, seconded by Vice-chair Rankin, approved by all.

Chairman Stewart read aloud, by title, Resolution No. 2020-56. Councilman Clemons moved to adopt Resolution No. 2020-56, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE DECEMBER 8 – DECEMBER 14, 2020, seconded by Vice-chair Rankin, carried by all.

The Council by general consensus agreed that Emergency Mandatory Face Covering Ordinance #2020-01 should remain in effect, and directed Clerk Hatcher to mail a letter to all business establishments located inside the City of Bristol advising that the Ordinance remains in effect, including a copy of the required door signage for their use, and requesting their assistance in encouraging the use of masks inside of their business establishments in an effort to thwart the community spread of COVID-19.

Vice-chair Rankin moved to approve setting Special Meetings to discuss COVID-19 related items for Dec. 14, 21, and 28, 2020 at 6:30 p.m., seconded by Councilman Clemons, all voted in favor.

Councilman Clemons moved to approve distribution of December's payroll on December 23, 2020, seconded by Vice-chair Rankin, unanimously approved.

Clerk Hatcher advised the Council that she had received a complaint from Mr. Neil Howell regarding Dollar General trucks driving on May Dean and Melinda Drives, expressing his concern that they might damage the road, and recommending they take an alternate route. No action was taken.

There being no further business, Vice-chair Rankin moved to adjourn, seconded by Councilwoman Shuler, all voted in favor. Meeting adjourned at 7:12 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

MON., DEC. 14, 2020

**CITY OF BRISTOL  
SPECIAL MEETING**

6:30 P.M.

Chairman Durwood Stewart called this Special Meeting to order with Councilmembers Tom Clemons, and Charlotte Shuler present. Attorney D. Jackson Summers and City Clerk Robin M. Hatcher were also present. Vice-chair Margaret Rankin and Mayor Heather Willis were not in attendance.

Councilwoman Shuler offered the invocation. Attorney Summers led the Pledge of Allegiance.

Councilman Clemons moved to approve the agenda with the inclusion of two additional items of business: 1) appoint ARPC representative and 2) approval of Dewberry CDBG CEI and Admin invoices, seconded by Councilwoman Shuler, all voted in favor.

There were no public comments.

Chairman Stewart read aloud, by title, Resolution No. 2020-57. Councilman Clemons moved to adopt Resolution No. 2020-57, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE DECEMBER 15 – DECEMBER 21, 2020, seconded by Councilwoman Shuler, carried by all.

Attorney Summers opened sealed bids received to Remove and Replace Roll-up Doors at the Bristol VFD. They were received as follows:

American Roll-up Doors, Jacksonville, FL	\$39,500.00
Shaffield Building Specialties, Inc., Tallahassee, FL	\$28,990.00

Councilman Clemons moved to accept the low bid submitted by Shaffield Building Specialties, Inc. contingent upon the bid package being complete, seconded by Councilwoman Shuler, carried by all. Neither bid package was complete. The bids are not accepted.

Councilman Clemons moved to identify and prioritize 2021 Senate District 3 Budget Requests as follows:

- Bristol Wastewater Treatment Plant Improvements (Bar Screen Filter, Tank Painting, etc)
- City of Bristol Water System Improvements (New Well and Clay St. Watermain Replacement)
- Fire Station Renovation
- Wastewater System Improvements (\$2,415,000 -Hall/Smith Circle Forcemain to Gravity)

Councilwoman Shuler seconded this motion, all voted in favor.

Clerk Hatcher distributed a Contractor Grading Sheet to each Council-member for their individual use in grading North Florida Construction's performance on the CDBG NR Watermain Replacement on CR12, Relocation on SR20, and Extension on Harvell Street Project. Grade sheets were completed by all present and turned in to Clerk Hatcher for final tabulation and filing.

Councilman Clemons moved to appoint Vice-chair Margaret Rankin to serve as the City's representative on the Apalachee Regional Planning Council, seconded by Councilwoman Shuler, carried by all.

Councilman Clemons moved to approve Dewberry Engineering Invoices #1907152 and #1907153, seconded by Councilwoman Shuler, approved by all.

There being no further business, Councilwoman Shuler moved to adjourn, seconded by Councilman Clemons, all voted in favor. Meeting adjourned at 6:50 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

MON., DEC. 21, 2020

**CITY OF BRISTOL  
SPECIAL MEETING**

6:30 P.M.

Chairman Durwood Stewart called this Special Meeting to order with Councilmembers Tom Clemons and Vice-chair Margaret Rankin present. City Clerk Robin M. Hatcher was also present. Mayor Heather Willis, Councilwoman Charlotte Shuler, and Attorney D. Jackson Summers were not in attendance.

Councilman Clemons offered the invocation. Vice-chair Rankin led the Pledge of Allegiance.

Vice-chair Rankin moved to approve the agenda, seconded by Councilman Clemons, all voted in favor.

There were no public comments.

Chairman Stewart read aloud, by title, Resolution No. 2020-58. Vice-chair Rankin moved to adopt Resolution No. 2020-58, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE DECEMBER 22 – DECEMBER 28, 2020, seconded by Councilman Clemons, carried by all.

Councilman Clemons moved to approve Grinder Pump Grant Application #18739 awarding \$800.00 grant/\$0.00 loan to a low/very low income property owner to assist in replacing her grinder pump, seconded by Vice-chair Rankin, carried unanimously.

Councilman Clemons moved to approve distributing the Capital Health Plan Insurance Premium Refund of \$1784.63 (related to COVID-19) back to the City of Bristol employees participating in the health insurance plan proportionately since they pay a portion of their premium and as part of their budgeted fringe benefits, seconded by Vice-chair Rankin, carried by all.

There being no further business, Vice-chair Rankin moved to adjourn, seconded by Councilman Clemons, all voted in favor. Meeting adjourned at 6:47 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher

MON., DEC. 28, 2020

**CITY OF BRISTOL  
SPECIAL MEETING**

6:30 P.M.

Chairman Durwood Stewart called this Special Meeting to order with Councilmembers Tom Clemons, Charlotte Shuler, and Vice-chair Margaret Rankin present. City Clerk Robin M. Hatcher was also present. Mayor Heather Willis and Attorney D. Jackson Summers were not in attendance.

Councilwoman Shuler offered the invocation. Vice-chair Rankin led the Pledge of Allegiance.

Vice-chair Rankin moved to approve the agenda, seconded by Councilwoman Shuler, all voted in favor.

There were no public comments.

Chairman Stewart read aloud, by title, Resolution No. 2020-59. Vice-chair Rankin moved to adopt Resolution No. 2020-59, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE DECEMBER 29, 2020 – JANUARY 4, 2021, seconded by Councilman Clemons, carried by all.

There being no further business, Vice-chair Rankin moved to adjourn, seconded by Councilwoman Shuler, all voted in favor. Meeting adjourned at 6:35 p.m.

Chairman: Durwood Stewart

City Clerk: Robin M. Hatcher