

MON., JAN. 11, 2021

**CITY OF BRISTOL  
REGULAR MEETING**

6:30 P.M.

Vice-chair Margaret Rankin called this meeting to order at 6:30 p.m. with Councilmembers Tom Clemons and Charlotte Shuler present. Attorney D. Jackson Summers and City Clerk Robin M. Hatcher were also present.

Councilwoman Shuler offered the invocation. Councilman Clemons led the Pledge of Allegiance.

There were no elected officials to swear in for terms beginning January 2021. The mayor's seat and two council seats are currently vacant.

Vice-chair Rankin passed the gavel to Attorney Summers to begin the Organizational portion of the meeting.

**REORGANIZATION OF COUNCIL**

Attorney Summers opened the floor for nominations for a Council Chairperson for CY 2021. Councilman Clemons nominated Councilmember Margaret Rankin to serve as Chairperson for CY 2021, seconded by Councilwoman Shuler. There being no further nominations, Attorney Summers closed nominations for Chair. He called for a vote by show of hands in favor of Councilmember Rankin. All voted in favor. Attorney Summers passed the gavel back to Chair Rankin.

Chair Rankin opened the floor for nominations for Council Vice-chair to serve for CY 2021. Councilman Clemons nominated Councilwoman Charlotte Shuler to serve as Vice-chair. Councilwoman Shuler seconded the motion. There being no further nominations, Chair Rankin closed the nomination period. She called for a vote by the show of hands in favor of Councilwoman Shuler serving as Council Vice-chair for CY 2021, all voted in favor.

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

Chair Rankin opened the floor for Public Comments. Ms. Mary Bracewell expressed her interest in filling one of the vacant seats on the Council stating she would be honored to serve on the Council. Vice-chair Shuler informed the Council that Mr. Chris Vowell who was in quarantine due to COVID-19, contacted her and sent word to the Council that he was interested in serving on the Council. Clerk Hatcher informed the Council that Mr. Ray Glisson who was also in quarantine due to COVID-19 had submitted a written request, by text, indicating that he was interested in filling a vacant seat on the Council. Ms. Frances Cutshaw expressed her interest in filling the vacant Mayor's seat. There being no further comments, Chair Rankin closed the public comment period.

Councilman Clemons moved to approve the previous month's minutes, seconded by Vice-chair Shuler, carried by all.

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

Councilman Clemons moved to appoint Ms. Mary Bracewell to fill a vacant seat on the Council for CY 2021. Motion failed for lack of a second.

Councilman Clemons moved to appoint Ms. Frances Cutshaw to serve as Mayor for CY 2021, seconded by Vice-chair Shuler, carried unanimously. Mayor Frances Cutshaw took the Oath of Office, being sworn in by Attorney Summers.

Councilman Clemons moved to set the 2021 Regular Council Meeting Dates for 6:30 p.m. ET on Monday, following the first Thursday of each month, with the following exceptions: July's Regular Council Meeting to be held on July 12, 2021 at 6:30 pm and September's Regular Council Meeting to be held on Sept. 13, 2020 at 6:30 p.m.. Vice-chair Shuler seconded this motion. All voted in favor.

Councilman Clemons move to approve DEP State Revolving Fund Amendment 1 to Loan Agreement extending the project completion period, seconded by Vice-chair Shuler, approved by all.

Councilman Clemons moved to approve advertising the City's Wastewater Service Lines Improvement Project, seconded by Vice-chair Shuler, unanimously carried.

Mayor Cutshaw read, by title, Resolution #2021-01, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE JANUARY 5, 2021 – JANUARY 11, 2021. Councilman Clemons moved to approve Resolution #2021-01, seconded by Vice-chair Shuler, carried by all.

Mayor Cutshaw read, by title, Resolution #2021-02, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE JANUARY 12, 2021 – JANUARY 18, 2021. Councilman Clemons moved to approve Resolution #2021-02, seconded by Vice-chair Shuler, carried by all.

Councilman Clemons moved to appoint Mayor Frances Cutshaw to serve as an alternate City Representative on the Apalachee Regional Planning Council (ARPC), seconded by Vice-chair Shuler, all voted in favor.

Councilman Clemons moved to extend the use of temporary contract labor while COVID-19 is still a significant threat with the same terms as previously approved (2 men, 25-30 hrs per week each, \$12.00/hour contract labor with no benefits and no retirement) beginning January 12, 2021. This motion was seconded by Vice-chair Shuler and carried unanimously.

There being no further business, Councilman Clemons moved to adjourn, seconded by Vice-chair Shuler, all voted in favor. Meeting adjourned at 7:45 p.m.

Chair: Margaret Rankin

City Clerk: Robin M. Hatcher