

MON., JUNE 7, 2021

**CITY OF BRISTOL
REGULAR MEETING**

6:30 P.M.

Chair Margaret Rankin called the meeting to order at 6:30 p.m. with Vice-chair Tom Clemons, Councilman Chris Vowell, Mayor Frances Cutshaw, Attorney D. Jackson Summers, and City Clerk Robin Hatcher present. Councilmember Mary Bracewell was not in attendance. One seat remains vacant on the City Council.

The invocation was offered by Public Works Supervisor Rocky Peddie. Chair Rankin led the Pledge of Allegiance.

Vice-chair Clemons moved to approve the agenda with one amendment to Agenda Item 11 as follows: Approve Hale Contracting Inc. Change Order No. 1 and Change Order No. 2 for the USDA Erosion Project Phase II. Councilman Vowell seconded this motion. Motion carried by all.

There were no public comments.

Vice-chair Clemons moved to approve the previous month's minutes, seconded by Councilman Vowell, all voted in favor.

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

Attorney Summers opened sealed bids received for the City of Bristol Fire Department Doors Project. One bid was received as follows:

Overhead Doors of the Capital City Tallahassee, FL \$31,100.00

Vice-chair Clemons moved to accept the bid received by Overhead Doors of the Capital City, seconded by Councilman Vowell, carried unanimously.

Attorney Summers opened sealed bids received for the City Roofing Project. One bid was received as follows:

KMG Roofing Port St. Joe, FL \$42,527.00

Vice-chair Clemons moved to accept the bid submitted by KMG Roofing, seconded by Councilman Vowell, all voted in favor.

Caroline Smith, USDA briefly discussed the DEO Competitive Florida Partnership Grant Application submitted to DEO on behalf of the City of Bristol. No action was necessary.

Vice-chair Clemons moved to approve Hale Contracting Change Order No. 1 for a contract increase of \$17,500.00 and Change Order No. 2 for a contract increase of \$400.00 on the USDA Erosion Project Phase II, seconded by Councilman Vowell, carried by all.

Vice-chair Clemons moved to approve payment of Hale Contracting Pay Request No. 1 and Pay Request No. 2 (Final) for the Erosion Project Phase II, seconded by Councilman Vowell, carried unanimously.

A workshop was scheduled for June 16, 2021 at 11:00 a.m. ET to discuss the New Market Tax Credit with Mr. Eric Davis, Business Advisory Services.

Mayor Frances Cutshaw read Resolution No. 2021-22 by title. Vice-chair Clemons moved to approve Resolution No. 2021-22, A RESOLUTION ADOPTING THE LIBERTY

COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN, seconded by Councilman Vowell, unanimously carried.

Vice-chair Clemons moved to approve Grinder Pump Grant Application #11266 requesting \$800.00 grant/\$0.00 loan for the replacement of a grinder pump for a low income household, seconded by Councilman Vowell, all voted in favor.

Vice-chair Clemons moved to advertise to hire a full-time Public Works Maintenance Technician I, starting pay rate \$12.00/hour, benefit package included. Councilman Vowell seconded this motion, carried by all.

In response to the Council's inquiry regarding installing a notification system at each of the City's lift stations that would send an alert to the operator in the event of power loss, Operator Wahlquist said that it was an extremely expensive venture that was not practicable to be installed. He also assured the Council that he visited and checked on each of the City's lift stations at least once daily.

Operator Wahlquist also requested that the following 2 emergency items be approved:

- 1) Purchase of a refurbished pump to have on standby for our wells for \$3757.00 with a one year warranty.
- 2) Servicing of the generator at the Wastewater Treatment Facility and the generator at the Freeman Road water well by Caterpillar to ensure that they are in proper working condition for hurricane season.

Vice-chair Clemons moved to approve both requests, seconded by Councilman Vowell, carried by all.

Per Clerk Hatcher's request, Chair Rankin called a Budget Workshop to be held on Monday, July 12, 2021 at 5:00 p.m.

There being no further business, Vice-chair Clemons moved to adjourn, seconded by Councilman Vowell, all voted in favor. Meeting adjourned at 7:51 p.m.

Chair: Margaret Rankin

City Clerk: Robin M. Hatcher