

**MINUTES**  
**COUNCIL MEETING**  
**February 15, 2022**  
**5:30 pm**

Mayor Kelly called the meeting to order at 5:30pm  
Pastor Kelly gave the Invocation.  
Council Member Galbreath led the Pledge of Allegiance.

**Present:**

Ms. Barrow  
Mr. Chaple  
Ms. Galbreath  
Ms. Gibson  
Mayor Kelly

**Also Present:**

AnnMarie Morris, Beverly Hutto, Tony Summerlin, Bill Libby, Chuck Tindel, Kathleen O'Brien, Mark Rega, Chief Hutto

**APPROVAL OF THE MINUTES**

On motion of Council Member Barrow and second of Council Member Gibson, the Council approved/disapproved the minutes for the Council meeting on February 1, 2022 and the Emergency meeting on February 3, 2022

Ms. Barrow - aye  
Mr. Chaple -aye  
Ms. Galbreath - aye  
Ms. Gibson - aye  
Mayor Kelly - aye

**ITEMS FROM THE AUDIENCE:**

- 1.Kathleen O'Brien of 1455 Parkway Dr – Boat on shore in bayou- contacted FWC, DEP and Coast Guard
2. Tony Summerlin – Public Works Director – Final stages of sidewalk project; water line is in the way and will need to be moved. 3 to 4 months to move the line, 2.5' from storm basin now. Cost approximately \$25-\$50 thousand to move. Staff has been communicating about possible water outages and boil water notices to areas affected by the move. Valve work will be done to isolate areas affected. Contractor will install the water line, contractor from DOT may come to next meeting. Mayor stated that a stop sign has fallen below the ground on Seneca and Lake. 42"-48" drain needs to be replaced. 2050 feet of drain needs repaired. The seams are failing and eroding the road, a sleeve may be able to be inserted to repair the drain.

SRF confirmed with Ms. Moore that 46% will be forgiven.

**REGULAR AGENDA**

1. Public Hearing at 5:55 opened – no comments – close at 5:56; Ordinance 2022-397 On motion of Council Member Barrow and second of Council Member Gibson the Council approved the reading of 2022-397.

Ms. Barrow - aye

Mr. Chaple -aye

Ms. Galbreath - aye

Ms. Gibson - aye

Mayor Kelly – aye

On motion of Council Member Barrow and second of Council Member Gibson the council voted to adopt Ordinance 2022-397:

Ms. Barrow - aye

Mr. Chaple -aye

Ms. Galbreath - aye

Ms. Gibson - aye

Mayor Kelly – aye

**COMMENTS AND ANNOUNCEMENTS – Council**

**Task list addressed:**

LDR revision – Sent to Attorney last week – He will get it to the council

Permitting – Receiving contract with EPCI

Boat Ramp – Attorney spoke with someone and is moving along

Employee Handbook – meeting set for Wednesday, March 2, 2022, 8am

Ordinances – golf cart/fire/code for unfit and unsafe- Attorney working on it

**Mr. Chaple** – asked if commodes will be placed back at Earl Gilbert Park – removed during off season only.

Discussion of a LAP certified employee to assist with grant securement, must be a city employee, city would hold the certification, no match required on funding. CDR Maguire may assist with grant writing.

**Mayor** stated the audit is completed for financials; Attorney stated the auditor needed to present the audit at a council meeting. Mayor requested a midyear budget review in June and said audit for 2021 began for completion by June. Stated several CD's were in a safety deposit box at local bank, were cashed in March of 2015, 2 still in existence. Ms. Galbreath asked why the CD's were not on any previous audits?

**Chaple** – steering group will meet at 6 pm next night at Parker Lodge. Easter egg hunt being planned

**Galbreath** – stated she misspoke about 2 million in grant money being awarded to Panama City. North Bay Haven has reached out to her regarding volunteer opportunities, will have them contact city to set up times. Thanked clerk for distributing financial statements, requested that a balance sheet and cash balances be added in future.

**Barrow** – asked that council refund the rental fee for the Gilbert family for the rental of the community building. On a motion of Ms. Barrow and a 2<sup>nd</sup> of Ms. Gibson, the motion passed.

Ms. Barrow - aye  
Mr. Chaple -aye  
Ms. Galbreath - aye  
Ms. Gibson - aye  
Mayor Kelly – aye

**Gibson** – the website is completed, transferring data and picture day will be on the 16<sup>th</sup>. Eagle Scout troupe may want to assist with tree planting in the city parks.

**ADJOURNMENT** – The meeting was adjourned .



Jami Hinrichs, City Clerk