

MINUTES
CITY COMMISSION MEETING
October 11, 2021

The City Commission met this date in regular session in the Commission Chambers. Comm. Hamilton gave the Invocation. Mayor Smith recited the Pledge of Allegiance. A quorum being present, the meeting was called to order at 6:00 PM with the following in attendance.

Mayor	:	Hubert B. Smith
Commissioners	:	Catherine Hamilton
	:	Christine Wasdin
	:	Edward Crosby
	:	Jay Denney
City Administrator	:	Carl Scott
Police Chief	:	Joe Hart
City Attorney	:	Hayward Dykes
Fire Chief	:	Tommy Mayville
VBCS General Manager	:	James Butler(camera)
Library Director	:	Hope Willis
City Engineer	:	Beth Brant
Recorder/Deputy City Clerk	:	Beth Millsaps

Others in attendance: (not inclusive) Bob Bachelor

APPROVAL OF MINUTES

COMM. HAMILTON MADE A MOTION TO APPROVE THE MINUTES FROM THE SEPTEMBER 13, 2021. COMM. CROSBY SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.

COMM. HAMILTON MADE A MOTION TO APPROVE THE MINUTES FROM THE SEPTEMBER 14, 2021. COMM. CROSBY SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.

COMM. HAMILTON MADE A MOTION TO APPROVE THE MINUTES FROM SEPTEMBER 27, 2021. COMM. CROSBY SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.

1. CITIZENS' CONCERNS (non-agenda items) Resident

Mr. Bob Bachelor, 154 Grandview Avenue, said he had two items he would like to speak to the Commission about this evening. He said the first is that he would like to give a shout out to our first responders, there was a medical emergency in their neighborhood and the first responders did an awesome job.

Mr. Bachelor said his other item is regarding recycling. He said the recycle trailer at Lewis School fills up so quickly, he would like to suggest putting a seconded trailer at this location. Mr. Bachelor said he didn't know what the cost or time involved would be. Comm. Crosby said we have also had a shortage of workers in sanitation but are working to fill those.

2. **CITIZENS' CONCERNS (Non-Agenda Items) Non-Resident**

No non-resident concerns tonight.

1. **ACTION ITEMS – Added Agenda Items**

MAYOR SMITH MADE A MOTION TO ADD RESOLUTION NO. 10-10-11-21

INCREASE CEMETERY FEES TO TONIGHT'S AGENDA. COMM. HAMILTON

SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE

COMMISSION 5 TO 0. Mayor Smith said the resolution would increase a few fees for Sunset

Cemetery. GLMCO's rates have increased, this is the company we use to prepare the grave spaces and

so this is why we are increasing our rates. Increase extra tent from \$170 to \$200. Increase for

weekend/holiday additional fees Saturday from \$380 to \$550, Sunday \$435 to \$800. Holidays to

include Martin Luther King Day, Memorial Day, 4th of July, Labor Day, Veteran's Day, New Year's

Eve will increase from \$500 to \$1100. We have added Christmas Eve service for \$1650. No services

on Thanksgiving Day, Christmas Day, or New Year's Day. With no services after 4 p.m. **MAYOR**

SMITH MADE A MOTION TO APPROVE RESOLUTION NO. 10-10-11-21, A RESOLUTION

INCREASING FEES CHARGED FOR INTERMENT SERVICES AT SUNSET CEMETERY

AND PROVIDING FOR AN EFFECTIVE DATE. COMM. CROSBY SECONDED THE

MOTION, WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.

2. **ACTION ITEMS – Approve Library Interlocal Agreement**

COMM. HAMILTON MADE A MOTION TO APPROVE THE LIBRARY

INTERLOCAL AGREEMENT. She said this is the same agreement we approve each you to work

with all libraries within Okaloosa County. **MAYOR SMITH SECONDED THE MOTION,**

WHICH PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.

3. **ACTION ITEMS – Resolution No. 07-10-11-21 Sale of Surplus Property**

MAYOR SMITH READ RESOLUTION 07-10-11-21, A RESOLUTION TO APPROVE

THE SALE OF SURPLUS PROPERTY FROM THE CITY OF VALPARAISO AND

PROVIDING FOR AN EFFECTIVE DATE. Mr. Kelley has submitted two items 2020 Ford F150

single cab and 2010 Ford F150 crew cab 2001. Unfortunately, Mr. Kelley is out of town this evening,

these vehicles no longer serve a need for Public Works and have been replaced in the fleet. **MAYOR**

SMITH MADE THE MOTION TO APPROVE RESOLUITON NO. 07-10-11-21 AS READ.

COMM. HAMILTON SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS

VOTE OF THE COMMISSION.

4. **ACTION ITEMS – Resolution No. 08-10-11-21 Appoint Board Member**

Mayor Smith read Resolution No. 08-10-11-21, a resolution appointing a volunteer to the

Board of Trustees for the firefighters and police officers' retirement and trust plan and providing an

effective date. Whereas there is a vacancy on the said Board, and whereas the current board vacancy can only be filled by a police officer who is enrolled in the plan, and whereas Mr. Howard Carl Bonham meets the qualifications to serve on said board. Mr. Bonham is hereby appointed to serve for two years on the board, his term will expire on September 30, 2023. **COMM. HAMILTON MADE A MOTION TO APPROVE RESOLUTION NO. 08-10-11-21 STRIKING A REPEAT LINE OF “THIS RESOLUTION SHALL BECOME EFFECTIVE UPON ADOPTION”. COMM. WASDIN SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF 5 TO 0.**

5. ACTION ITEMS –Resolution No. 09-10-11-21 Amend Personnel Policies

MAYOR SMITH READ RESOLUTION NO. 09-10-11-21, A RESOLUTION AMENDING THE CITY OF VALPARAISO PERSONNEL POLICIES AND PROVIDING FOR AN EFFECTIVE DATE. SECTION 3.4 EMPLOYMENT OF RELATIVES REPLACING “RELATIVES WILL NOT BE ASSIGNED TO THE SAME DEPARTMENT WITHOUT COMMISSION APPROVAL” TO “RELATIVES WILL NOT BE ASSIGNED TO THE SAME DEPARTMENT WITHOUT MAYOR APPROVAL”. COMM. WASDIN MADE A MOTION TO APPROVE RESOLUTION NO. 09-10-11-21 AS READ. COMM. CROSBY SECONDED THE MOTION. Comm. Hamilton said she thought it would be best for the department head to approve instead of Mayor or Commission. The department heads know how to run their departments. Mayor Smith said the charter says Mayor is over personnel and thought that this amend stated it clearly. After a brief discussion, **COMM. WASDIN MADE A MOTION TO APPROVE THE UPDATE TO THE MANUAL. COMM. CROSBY SECONDED THE MOTION, WHICH PASSED BY UNANIMOUS VOTE OF 5 TO 0.**

1. OLD BUSINESS – Tom’s Bayou Bridge Utilities Update

Comm. Hamilton said things are progressing, traffic on new bridge tonight. Forward momentum.

2. OLD BUSINESS – Property Foreclosure Update

Mr. Dykes said by November 8th, we should have a summary judgment on the Turner foreclosure, which will be brought back to the court to grant our motion of foreclosure. He said the sell date would occur about 30 to 45 days out. Mr. Dykes said again that the property has an IRS lien but that would be easier to negotiate once the property belongs to the city. Mr. Dykes said should have update by November 8th meeting.

3. OLD BUSINESS – Building Lease/Buy Agreement (Synovus Bank Building)

Mr. Scott said this is really whatever the Commission wanted to do. He said he believed if we agreed with the lease term purposed by Mr. Huff which would be about \$13k that would be **the fastest** way. Mr. Scott said the Commission needs to make a decision. In the packet, Mrs. Johnson has

1 included an amortization for 20-year indicative rate, 20-year bank loan from Synovus and owner
2 finance option for 30 years. The indicative rate and Synovus rate are 2.3% and 2.4% respectively,
3 owner financed would be 2.91%. The payments for indicative and Synovus would be approximately
4 almost \$13K while the owner financed payment would be \$10K. Mr. Scott said regardless which one
5 the Commission choses the building will belong to the city. He said the incentive to this for Mr. Huff
6 is that he would have a tax credit, he dropped the rate of escalation on the payment plan. Comm.
7 Denney said in his opinion keep the amount low in case we run into things. Mayor Smith said maybe
8 we should move something over. Mr. Scott said regardless we can buy out at any time, straight
9 amortization table. Mr. Dykes said the main “get” for him would be the taxes, with the depreciation
10 over 10 years, we would have credit for payment as a buyout. Mr. Dykes said that he and Mr. Scott
11 just need to know what the Commission has an appetite for, need a special meeting to discuss. Comm.
12 Wasdin said this is a very generous offer. Comm. Denney said it would give the city a premier
13 building that gives several options to us. Mayor Smith said the time to do something is here. Mr.
14 Dykes said provide a buyout provision on renting option, amortization numbers and have on the table
15 to bring back to Commission. Mayor Smith said this building will be a feather in our cap, look like a
16 productive city. Mr. Scott said we need to contract appraisal company so that we can get appraisals on
17 these buildings if we have interest in a buyout. Mayor Smith said he would rather wait to get
18 everything complete with Mr. Huff before we start looking at our buildings.

19 **1. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – TPO/DOT**

20 Comm. Wasdin said nothing to report this evening.

21 **2. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Stormwater**

22 Mr. Scott said stormwater is okay.

23 **3. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Community Liaison Report**

24 Comm. Wasdin said nothing new this evening.

25 **4. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Regional Sewer Update**

26 **Comm. Denney said everything is going well.**

27 **5. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Planning Commission Update**

28 Nothing to report this evening.

29 **6. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS – Department Updates**

30 Ms. Willis said the library has new hours Monday 9am to 6pm and Tuesday thru Friday 9am to
31 5pm . She said during Co-vid the hours had been shortened but now back to full hours. Ms. Willis
32 said the library had over 20,000 books checked out over the Co-vid period. She said they are also
33 offering several programs for children thirteen and up. Comm. Hamilton said Ms. Willis has done a
34 wonderful job as library director.

1 **7. REPORTS/CORRESPONDENCE/ANNOUNCEMENTS - Disbursements**

2 **COMM. HAMILTON MADE A MOTION TO PAY THE BILLS AS OUTLINED IN**
3 **THE MONTHLY FINANCIALS. COMM. CROSBY SECONDED THE MOTION, WHICH**
4 **PASSED BY UNANIMOUS VOTE OF THE COMMISSION 5 TO 0.**

5 **8 REPORTS/CORRESPONDENCE/ANNOUNCEMENTS- OCLOC Dinner Meeting hosted**
6 **by Laurel Hill on November 4, 2021**

7 Mayor Smith said if any of the Commissioners would like to attend the Okaloosa County
8 League of Cities is having their meeting November 4th, Thursday, let Mrs. Johnson know.

9 **ADJOURN**

10 There being no further business to be brought before the Commission, the meeting adjourned at
11 6:38 PM.

12
13
14 _____
 Hubert B. Smith
15 Mayor

16
17 _____
18 Catherine Hamilton
19 Chair, VCA

20 ATTEST:

21
22 _____
23 Tammy Johnson, CMC
24 City Clerk

25
26 ***A recording of the October 11, 2021, Commission meeting will be kept on the City's secure
27 file server as a permanent part of these minutes.***