

City of Marianna
Regular City Commission Meeting
March 1, 2022
6:00 PM

Old City Hall Commission Room
2898 Green Street
Marianna, FL 32446

Join by Zoom:
Dial: 929-205-6099
Meeting ID: 867 3589 8362

The Marianna City Commission met for a regular meeting on the above date and time. Mayor Allen Ward II, called the meeting to order. City Clerk, Kimberly J. Applewhite, called roll. Members present were: Mayor Allen Ward, II, Kenneth Hamilton, Travis Ephriam, Rico Williams and John Roberts.

Mayor Ward gave the invocation and led the Pledge of Allegiance.

Upon a motion by Commissioner Ephriam, with a second by Commissioner Williams, the Commission voted unanimously to approve the agenda.

Upon a motion by Commissioner Roberts, with a second by Commissioner Hamilton, the Commission voted unanimously to approve the minutes for February 1st, 2022 meeting.

Marianna Health and Rehab Administrator Melinda Gay appeared before the Commission and spoke on the December 2021, January 2022 and February 2022 financial statements. December 2021 census was 73.62%, January 2022 was 71.42 % and February 2022 was 74%. Due to some staffing issues, the census is being affected. MH&RC Room and Board income were under budget for the month, and Physical and Occupational Therapy income were over budget due to increased caseload. This month MH&RC staff threw a Mardi Gras party for the residents. Melinda stated that everyone had fun and it was great to see smiles on all residents' faces.

Mayor Ward recognized the following employees for their years of service:

Jillene Pearson- MHRC- Twenty years
Drew McCardle- Fire- Five years
Janie Rowan- MHRC- Five years
Angelia Venisee- MHRC- Five years
Tina Toombs- MHRC- Thirty years
Sandra Kirkland- LPN- Five years

City Manager Jim Dean spoke with the Commission about the vacant lot at Clay and Barnes Street. Mr. Chalmer Wilson wants to purchase the lot from the City. Due to not discussing the process of the purchase with Mr. Wilson in detail, the Commission decided to table the issue until there is a meeting held with Mr. Wilson.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commission voted unanimously to table the process until there is a discussion with Mr. Wilson.

Mr. Jim Hart, chairman at the airport and retired veteran, appeared before the Commission, and spoke on the Joint School Resolution, 2022. This resolution states as follows:

“A JOINT RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF JACKSON COUNTY, FLORIDA, AND THE CITY OF MARIANNA, FLORIDA, IN SUPPORT OF THE CREATION OF A COOPERATIVE PILOT AND MAINTENANCE TECHNICIAN TRAINING PROGRAM UTILIZING FACILITIES AT MARIANNA MUNICIPAL AIRPORT WITHIN JACKSON COUNTY, FLORIDA.”

Development of such program will create academic and flight training program that meets the Federal Aviation Administration’s licensing requirements and will create jobs and have economic benefits to Jackson County and the City of Marianna.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commission voted unanimously to adopt the Flight School Resolution.

The President of the Gilmore Academy, Grandy Snell, Jr., appeared before the commission. Mr. Snell announced that there will be a ribbon cutting ceremony to recognize law enforcement, first responders and military. To support the mission, they will be selling raffle tickets. At this time Commissioner Roberts reminded Mr. Snell that the (2) air conditioning units were still on order.

Mr. Willie Mack thanked Mayor Ward, the commissioners, Mr. Dean and all City employees for all the hard work everyone is doing. Mr. Mack brought to the Commissions attention that at the cross roads of Hall and Cottondale, the roads need to be re-paved badly. At this time Mr. Mack wish all Commissioners a great St. Patrick’s Day.

City Manager Jim Dean read the following proposed Ordinances aloud and by title only.

Ordinance #1120; EA2022-01; First reading: AN ORDINANCE AMENDING ORDINANCE 812, WHICH ADOPTED THE CITY OF MARIANNA COMPREHENSIVE PLAN AND ORDINANCE 1116, WHICH AMENDED THE CITY OF MARIANNA COMPREHENSIVE PLAN AND FUTURE LAND USE MAP TO PROVIDE FOR THE ADOPTION OF A CERTAIN COMPREHENSIVE PLAN AMENDMENT (EA 2022-01) TO THE CITY OF MARIANNA COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY AND FOR REPEALER; PROVIDING FOR AN EFFECTIVE DATE.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to transmit the Ordinance #1120 to the State for review.

Ordinance #1121- SSA 2022-01; First reading: AN ORDINANCE AMENDING ORDINANCE NO. 812, WHICH ADOPTED THE CITY OF MARIANNA COMPREHENSIVE PLAN, AND ORDINANCE NO. 1120, WHICH AMENDED THE CITY OF MARIANNA COMPREHENSIVE PLAN AND FUTURE LAND USE MAP SERIES TO PROVIDE FOR THE ADOPTION OF A CERTAIN SMALL- SCALE FUTURE LAND USE MAP AMENDMENT (SSA-2022-01) TO THE CITY OF MARIANNA COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY AND FOR REPEALER; PROVIDING FOR AN EFFECTIVE DATE.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to approve the land usage change and the small scale amendment to the City of Marianna Comprehensive plan.

Ordinance #1122- Zoning Change; First reading: AN ORDINANCE AMENDING ORDINANCE NO. 815, WHICH ADOPTED THE CITY OF MARIANNA LAND DEVELOPMENT REGULATIONS TO PROVIDE FOR A ZONING DISTRICT CHANGE TO THE ADOPTED ZONING DISTRICT MAP OF THE CITY OF MARIANNA, FLORIDA; PROVIDING FOR SEVERABILITY AND FOR REPEALER; PROVIDING FOR AN EFFECTIVE DATE.

Upon a motion by Commissioner Ephriam, with a second by Commissioner Roberts, the Commission voted unanimously to approve the change the City of Marianna Zoning map.

Ordinance #1123- Proposed Landscaping Regulations on City Storm water Facilities; first reading: AN ORDINANCE OF THE CITY OF MARIANNA, FLORIDA AMENDING ORDINANCE 815, WHICH ADOPTED THE CITY OF MARIANNA LAND DEVELOPMENT REGULATIONS TO AMEND SECTION 4-5.1(4) ADDRESSING LANDSCAPING AROUND STORMWATER MANAGEMENT FACILITIES IN THE CITY OF MARIANNA; PROVIDING FOR SEVERABILITY AND FOR REPEALER; PROVIDING FOR AN EFFECTIVE DATE.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to approve the Amendment to the City of Marianna's Land Development Code and Landscaping Requirements around the City's Storm water facilities.

Ordinance #1124- Redistricting; first reading: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF MARIANNA, FLORIDA, RELATING TO CITY COMMISSION REDISTRICTING; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commission voted 4-1 to approve the address redistricting in the City of Marianna. Commissioner Williams was opposed.

City Manager Jim Dean spoke to the Commission about the sub-recipient agreement-M0011. Mr. Dean stated this is the 1st CDBG since Hurricane Michael. The City of Marianna was awarded funding under the CDBG-DR program thru DEO. This grant will be for the City of Marianna's city wide sewer improvement.

Upon a motion by Commissioner Ephriam, with a second by Commissioner Roberts, the Commission voted unanimously to approve the authorized execution of Federally Funded Disaster Recovery.

Jim Dean spoke to the Commission about the highway contract agreement. Currently FDOT utility work is engaging in some minor projects. An item discussed with the City requires minor modifications to City utilities along Chipola River Bridge and five (5) manholes and ten (10) water valves need to be fixed and adjusted during construction.

Upon a motion by Commissioner Roberts, with a second by Commissioner Hamilton, the Commission voted unanimously to approve Utility work by Highway Contractor agreement and resolution 2022-15.

City Manager Jim Dean spoke to the Commission about uncollectable utility accounts. The last time the City approved utility write-offs was May of 2019. The proposed amount of write-off is \$76,259.32, within a three (3) year period and amounts to just under a two (2) percent loss. City Clerk Kimberly J. Applewhite stated this debt is an accumulation of water, gas, sewer, garbage and possibly some late fees. Once determined uncollectable, what is not covered by the deposit on the account, gets sent to the credit bureau.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commission voted unanimously to approve charge offs on the uncollectable utility accounts in the amount of \$76,259.32.

City Manager Jim Dean spoke to the Commission about the purchasing of eight (8) fire hydrants from Lanier Municipal Supply Co. to replace hydrants along Highway 90 right of way.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commission voted unanimously to approve the purchase of eight (8) fire hydrants in the amount of \$17,399.20.

City Manager Jim Dean spoke to the Commission about the underground utility line locator purchase. The Public Works Department is proposing this purchase to be utilized in the water/wastewater division.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commission voted unanimously to approve the purchase of the line locator from Green Equipment Company in the amount of \$8,684.00.

City Manager Jim Dean spoke to the Commission about the approved recommendation to award RFQ to DHM. DHM has prepared contracts for both grant administration and Engineering. The service costs were a part of the City's application for CDBG-DR and are 100% reimbursable under the CDBG program.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to approve the agreement between the City of Marianna and David H. Melvin, Inc. for CDBG grant administration and program costs.

City Manager Jim Dean spoke to the Commission about the review of City Policies and Procedures. Based on DEO's review, there are three (3) policies and procedures that need to be updated. The Affirmative Action Plan, Anti-Displacement Plan, & 504 and Transition Plan, which are required to meet DEO requirements.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commissioner voted unanimously to approve the motion in updating the Policies and Procedures to meet DEO requirements.

City Manager Jim Dean spoke to the Commission about the City Recreation Committee. The board has not been active for an extended period of time due to many of the past members children no longer participating in activities at the MERE and or just did not want to participate. At this time City staff and Mr. Jeff Faircloth, Recreation Director, are recommending five members be appointed to the Recreation Commission. These five candidates are Hunter Nolen, Howard Hodge, Clint Brock, Heather Cantler and Rhondon Gray.

Upon a motion by Commissioner Roberts, with a second by Commissioner Hamilton, the Commission voted 4-1 to approve the recommended people to serve on the recreation Commission. Commissioner Williams was opposed.

Commissioner Ephriam at this time thanked David Melvin, City Manager Jim Dean and St. Lutheran Church for putting together the grant application for Florida African-American Cultural & Historical Grant. He also discussed what the City should start to invest in, in the future. For example an item talked about was reducing some expenses and switching to solar panels at the airport. Mr. Dean's suggestion was, converting all meter systems to electronic meter readings. The Commission discussed with City Manager Mr. Dean and talked about creating an itemized listing with cost to have at the next meeting.

City Manager Jim Dean Spoke to the commission about an upcoming county demo project. The City has yet to be formally notified of funding. At this time Mr. Dean is only asking the Commission to approve the listing of the selected demolition project on the RFQ. This not rewarding or approving anything but the listing, to see what bids they would be able to get.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ephriam, the Commission to approve the listing of the demolition projects on the RFQ.

Mr. Dean spoke to the Commission about the MH&RC Incentive package. This "pickup shift incentive" is for all MH&RC employees that chose to work extra follows and states as follows: pick up a 4 hour shift and receive \$25, pick up an 8 hour shift and receive \$50 and pick

up a 12 hour shift and receive \$75. This incentive package will be for the month of March only and will be paid for with the American Rescue Plan Monies.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to approve the “pickup shift incentive” for MH&RC.

Mr. Dean spoke with the Commission about the old Marianna Middle School. The condition of the trailer that is located by the gymnasium is poor and he asked the Commission if the City would like to surplus those units and have them removed, on an offer and no cost to the City.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to approve the removal of the poor conditioned buildings at the old Marianna Middle School property.

There being no further business, the meeting was adjourned.

Mayor-Commissioner

Attest:

City Clerk