

March 11, 2024

The meeting was called to order at 6:30 p.m. by Mayor Rudd with prayer and salute to the flag. In attendance: Rudd, McClendon, Harden, and McKenzie.

A motion to approve the February 12, 2024, minutes was made by McKenzie, second by Harden, 4/0.

Discover Sopchoppy, represented by Winky Rice and Nancy Paul, updated the Council on the 22nd Annual Worm Gruntin' Festival, coming up on April 13. There will be activities throughout the day beginning with a 1.5-mile fun run at 7 a.m., over 100 arts and crafts vendors and 15-16 food trucks, and concluding at 6:00 p.m. There will be no Worm Grunters Ball this year. WCSO will be closing Winthrop to Byrd, Rose Street (between Winthrop and Yellow Jacket), Railroad to Byrd and Byrd to Municipal.

Callie Quigg, Sopchoppy High School Alumni President, gave a brief history of the school, which will be holding a 100-year celebration, in conjunction with the Worm Gruntin' Festival. The school will be open 11:00 – 6:00 for tours and the gym will be open for visitors to grab lunch from one of the food vendors and visit with schoolmates.

The Council held the **1st public hearing for Ordinance No. 2024-01** - An Ordinance Of The City Of Sopchoppy, Florida, Amending The City Of Sopchoppy Schedule Of Fees And Charges To Include A Capacity Fee Chargeable To All New Users Of The City's Potable Water System; Repealing All Ordinances In Conflict; And Providing An Effective Date. The Ordinance was read by title only by City Clerk Ashley Schilling. There were no comments.

The Council held the **1st public hearing for Ordinance No. 2024-02** - An Ordinance Of The City Of Sopchoppy, Florida, Amending The City Of Sopchoppy Schedule Of Fees And Charges To Revise The Fees And Charges For Monthly Water Service And Quantity Charges For All Users Of The City's Potable Water System; Repealing All Ordinances In Conflict; And Providing An Effective Date. The Ordinance was read by title only by Clerk Schilling. Attorney Dan Cox stated the legislation to equalize inside/outside rates failed to pass. With that said, the Council decided to re-address the differential of 25% and reduce the proposed inside rate and stair step up over the next couple of years.

Clerk Schilling presented **Resolution No. 2024-01** for adoption - A Resolution Authorizing The Submission Of An Application For The Florida Boating Improvement Program For Boating Access Facilities To The Florida Fish And Wildlife Conservation Commission For The 2024 Funding Cycle. A **motion** to approve Resolution 2024-01 was made by McKenzie, second by Harden, 4/0. Attorney Cox will add the boat ramp project to the CIP.

Jeff Jones with Baskerville Donovan presented data for Well 7 and the effects new developments will have on the system in that area. There are currently two large developments under construction next to the well that have abnormal flow and significant drop in psi when hydrants are opened. Even with phase 1 improvements, Rehwinkel Road would still experience issues.

Attorney Cox asked if the city needs to fast track phases 2 or 3 and have phases 1-3 completed within the next five years. Public Works Director Seth Green would like a review fee charged to all developers and plans submitted to BDI and consider approval of developments on a case-by-case basis. Cox stated either BDI or the city needs someone in the field ensuring infrastructure is installed to City of Sopchoppy

standards. Mr. Jones stated developments can be entered in the hydraulic model and collect data for \$1,000-1,500 each occurrence.

PWD Green asked Council about the park manager receiving a salary and expanding the duties to include daily maintenance of the gym, depot, depot park, street drains, etc. Green presented options to the Council, one recommending 32 hours a week. Mayor Rudd questioned if the 32 hours a week outside of the park would cause the park to be neglected. Mr. Spencer, the current manager, stated the position is a full-time job, 24/7, with no downtime. The council discussed the park lease, making the position an employee, paying a stipend, etc. Attorney Cox proposed the City Clerk, PWD, Park Manager and himself prepare a proposal and bring it back to the Council for consideration.

PWD Green discussed an upcoming, required EPA project in the water system, and asked if the city can hire former employee Dale Rushton as contract labor to complete the task. Mr. Rushton will be establishing a service line inventory for reporting under the EPA lead and copper rule revision in over 5,000 connections. The Council approved the request.

PWD Green presented the Council with proposals for changes to the City's comp time and overtime policy. Councilmember McKenzie stated as presented, one proposal to pay employees for those hours will be costly. Clerk Schilling stated she does not agree with banking comp time. After discussing, Attorney Cox suggested a workshop to look at the policy and options. A workshop was set for Thursday, March 28, 6:00 p.m.

The financials and adjustments were approved by signature of the Council.

Discover Wakulla asked if the city wants to be included in the 2024 visitor's guide. The Council opted not to be included.

Clerk Schilling presented a letter of support for signature for Wakulla County to apply for a FBIP grant. The Council approved the letter for the mayor's signature.

Mayor Rudd inquired as what happened to the missing speed hump sign by the Church. Reportedly a vehicle ran it over and it is in the process of being replaced. The mayor also does not agree with the depot bathrooms being open 24/7 and if there is an event, the event coordinators are to take care of them and not call on City staff to do so.

With no further business, the meeting adjourned at 8:30 p.m. Motion by McKenzie, second by Rudd.

March 28, 2024
Workshop
Administrative Policy Changes

The workshop was called to order at 6:00 p.m. by Mayor Rudd. In attendance: Rudd, McClendon, and McKenzie.

Public Works Director Seth Green presented proposed changes to the current overtime/comp time policy. Option A would pay out once a year with a cap. Option B would do away with comp time and pay for overtime each month.

Councilman McKenzie asked Attorney Dan Cox about comp time guidelines and if you have to take any hours earned within a set time period.

Mayor Rudd asked fellow members which way they want to do it – pay out or earn. McKenzie has no preference. Suggested hiring a payroll company.

Attorney Cox can draft a more simple policy using Option B and bring it back for the Council to review. Cox also suggested paying out any comp time currently on the books.

Since staff receives on-call, weekend pay, they will no longer be able to claim hours for checking wells.

McKenzie stated moving forward, time management is of the essence to lessen the amount of comp time earned.

PWD Green has 450 (+/-) hours of comp time on the books and asked if he will just lose those hours or can he be paid for some of them. Attorney Cox will look into it and bring a recommendation back to the Council.

Mayor Rudd suggested possibly paying Green for the hours earned while working under the previous public works director, before taking over the position.

The council stated going forward, exempt positions would have to take the hours off instead of being compensated for them.

Mayor Rudd adjourned the workshop at 7:09 p.m., second by McKenzie.