

**CITY OF CALLAWAY  
BOARD OF COMMISSIONERS  
EMERGENCY MEETING MINUTES  
OCTOBER 23, 2018 – 1:00 P.M.**

The City of Callaway commission met in Emergency Session on Tuesday, October 23, 2018. In attendance were Pam Henderson, Mayor, David Griggs, Mayor Pro tem, and Commissioners Scott Davis and Mike Jones. Also in attendance were Eddie Cook, City Manager, Kevin Obos, City Attorney, Janice L. Peters, City Clerk, Tim Legare, Director of Leisure Services, David Schultz, Director of Finance, David Joyner, Fire Chief, Bill Frye, Director of Public Works and Bonnie Poole, Director of Code Enforcement. Commissioner Ron Fairbanks was not in attendance.

The meeting was called to order at 1:00 p.m. by Mayor Henderson, followed by an invocation and the Pledge of Allegiance.

**CITY MANAGER’S UPDATE**

City Manager Cook gave a quick update on city services, permitting, and debris removal, and advised there is a free medical clinic at Gore Park.

**REGULAR AGENDA**

City Manager Cook advised the City did not have an Emergency Debris Management Plan. The City has been in contact with FEMA and the processes being presented for approval today is a requirement of FEMA. FEMA authorized the City to adopt the County’s Debris Removal Plan. The companies listed for approval are the companies they processed agreements with.

**Resolution No. 18-35 Declaring State of Emergency**

City Attorney Obos read Resolution No. 18-35 by headnote as follows:

**A RESOLUTION AND PROCLAMATION OF THE CITY OF  
CALLAWAY, FLORIDA, PROCLAIMING THE EXISTANCE OF A  
STATE OF EMERGENCY REGARDING HURRICANE MICHAEL.**

He advised this item ratifies the Resolution signed by Mayor Henderson on October 17, 2018, declaring a state of emergency for the City of Callaway.

Mayor Henderson asked for Public Participation; there was none.

**Motion:**

Motion was made by Commissioner Griggs and seconded by Commissioner Davis for approval of the ratification of Resolution No. 18-35. Motion carried 4-0 upon roll-call vote.

**Ash Britt, Inc. Emergency Purchasing Agreement & Notice to Proceed Disaster Debris Removal and Disposal Services**

City Manager Cook advised this contract is for debris removal, due to the fact that the County is using them as well. They are partnering with Redmond as well as GAC.

Derryl White, GAC, advised other local participants will be used as well.

Mayor Henderson asked for Public Participation; there was none.

**Motion:**

Motion was made by Commissioner Davis and seconded by Commissioner Jones for approval of the Emergency Purchasing Agreement and Notice to Proceed with Ash Britt, Inc., for disaster debris removal and disposal services. Motion carried 4-0.

**Tetra Tech, Inc. Emergency Purchasing Agreement & Notice to Proceed Disaster Debris Monitoring Services**

City Manager Cook advised this is for monitoring services for the debris removal to verify the amount of debris being removed. They are partnering with Panhandle Engineering.

Mayor Henderson asked for Public Participation; there was none.

**Motion:**

Motion was made by Commissioner Jones and seconded by Commissioner Griggs for approval of the Emergency Purchasing Agreement and Notice to Proceed with Tetra Tech, Inc., for disaster monitoring services. Motion carried 4-0.

Commissioner Davis asked where the debris will be hauled to. Mr. White, GAC, advised debris will be hauled to Tram Road and the resulting chips will be sent to the Steelfield site.

**Authorize Issuance of RFP's for:**

- a) Disaster Debris Removal and Disposal Services
- b) Disaster Debris Monitoring Services
- c) FEMA Reimbursement and Grant Management Consulting Services

City Manager Cook advised this is for approval of the issuance of RFP's for the aforementioned services following the emergency 60-days. This will be in place for 3-5 years.

Commissioner Griggs asked how FEMA will reimburse. City Manager Cook indicated immediate assistance will be requested. The City gets reimbursed by FEMA which means the City will pay first. Ash Britt estimates \$20 million for cleanup.

**Motion:**

Motion was made by Commissioner Jones and seconded by Commissioner Griggs for approval of the issuance of RFP's for disaster removal and disposal services, disaster debris monitoring services, and FEMA reimbursement and grant management consulting services.

Mayor Henderson asked for Public Participation; there was none.

Motion carried unanimously.

## **Fla WARN Mutual Aid Agreement for Water/Wastewater**

City Manager Cook reviewed the agreement.

Commissioner Griggs commented that city employees and Fla WARN have done a tremendous job restoring services.

### **Motion:**

Motion was made by Commissioner Jones and seconded by Commissioner Griggs for approval of the Fla WARN Mutual Aid Agreement for Water/Wastewater.

Mayor Henderson asked for Public Participation; there was none.

Motion carried 4-0.

## **EPCI – Amendment to Building Services Agreement**

City Attorney Obos reviewed the amendment authorizing EPCI to provide emergency safety inspections. They will then be reimbursed by FEMA.

### **Motion:**

Motion was made by Commissioner Davis and seconded by Commissioner Griggs for approval of the amendment to the EPCI Building Services Agreement with authorized FEMA rates. Motion carried 4-0.

## **Employee Disaster Pay**

City Manager Cook reviewed as included in Attachment A. Mayor Henderson asked for a dollar amount related to the bonuses. City Manager Cook recommended \$100 per day for any employee having actually worked on days between October 10<sup>th</sup> and 17<sup>th</sup>.

Commissioner Griggs relayed the efforts of employees to clear the roads post hurricane and expressed appreciation for their efforts.

### **Motion:**

Motion was made by Commissioner Griggs and seconded by Commissioner Davis for approval of Employee Disaster Pay at the rate of \$100 per day for days worked from October 10<sup>th</sup> - 17<sup>th</sup>. Motion carried 4-0.

## **PUBLIC COMMENTS**

Bob Pelletier, 7724 Shadow Bay Dr., recommended Commission raise the bonus from \$100 to \$2-300 per day.

Commissioners Jones and Griggs advised Commission will review further and other options are being discussed.

Joana Goode, from Utah, advised 75 volunteers are here and will turn in their hours worked for credit to the City.

Lisa Mayo, UB Supervisor, praised employees and the City Manager for their work during this time.

City Manager Cook advised Bonnie Poole has been rehired as a Code Enforcement Officer and Renee' Peterson, has been hired in UB as a Customer Service Representative. He recognized Ramona Van Cleave, FEMA Representative, stating she was very impressed with the City and encouraged all who need her help to contact her.

Chad Magnes, Red Cross, talked about the goings on in the community, advising 3000 meals had been served and they are going door to door today delivering supplies. They also currently have 1,000 people in the Bay County shelter. Their services are free and they plan to be here long-term.

### **COMMISSIONER COMMENTS**

Commissioner Griggs advised registration for FEMA is around 40,000 for the county. Loan opportunities with SBA is at 2% for individuals as well as businesses without damage but have losses due to reduction in customers. Ms. Van Cleave with FEMA confirmed. She encouraged those with insurance to work with that company first, advising there is 60 days to register with FEMA from the date of the event. FEMA's number is 800-621-3362 to start the application process or via their website at Disasterassistance.gov.

The next meeting was scheduled for November 13<sup>th</sup> at 1:00 p.m.

City Manager Cook advised Hancock bank has donated \$15,000 to a disaster relief fund.

City Manager Cook also indicated he is working on a separate declaration to be able to go onto private property to remove trees with a signed hold harmless agreement from the property owner.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 2:20 p.m.

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Janice L. Peters, City Clerk

Attest: \_\_\_\_\_  
Pamn Henderson, Mayor