

MINUTES

The City of Blountstown, County of Calhoun, State of Florida, met in a Special Session Tuesday, March 28, 2023, at 4:00 P.M. The following members of the City Council present were: Mayor Tony Shoemake, Councilman Bill Gaskin, Councilwoman Mert Stephens, Councilman Clifford Jackson, and Councilwoman Sheila Blackburn.

Also present were: City Manager Traci Hall, Police Chief Mark Mallory, Public Works Director Phillip Griffin, Fire Chief Ben Hall, and Council Secretary Joni Lambeth.

Absent was: City Attorney Jeff Carter.

Also present were: Colton Purvis, Doug Shuler, Caleb Brown, and Cole Baldwin.

Mayor Tony Shoemake called the meeting to order at 4:01 P.M. Councilman Gaskin led the Invocation. Mayor Shoemake led the Pledge of Allegiance.

Mayor Tony Shoemake stated we were there to review the project building plans concerning the New City Hall. Mr. Doug Shuler stated that we would go page by page over the New City Hall site plan to make any tweaks needed. Mr. Shuler introduced Civil Engineer, Mr. Caleb Brown with Dewberry Engineers. Mr. Brown reviewed the civil and proposed plan for City Hall Manager Traci Hall, asked about the change of the holding pond. Mr. Brown stated that due to the depth of the holding pond the shape had to change in order to allow proper gravity flow. Mr. Brown asked if a dumpster pad was needed. The Council decided a dumpster pad is needed and that the fencing around the dumpster will be done by City Staff.

Placement of the transformer and generator was discussed. After discussion, it was decided to eliminate one of the staff parking spaces behind the building to allow more room for the placement of the transformer and generator. Also, there was a discussion for plans to add a type of brick extension/fence to the back edge of building on both rear corners to conceal and protect the equipment.

Mr. Shuler reviewed the structure of the plan for the New City Hall. He stated the structure will be cinderblock with full size brick facing, wood trusses, and asphalt type shingles. He stated the large storage area above is not climate controlled. After discussion, the Council determined an AC unit will be added to the attic for climate control due to important documentation being stored.

Next Mr. Shuler walked through the Life Safety Plan with the Council. He asked if there was a reason to have a night drop included in the plan? Mrs. Hall answered yes and suggested that it be close to drive through window. Mr. Shuler stated that it would be best if a night drop were placed in the mail room. Mrs. Hall stated the drop box can be placed in the corner of the mail supply room under the counter.

Mayor Shoemake asked if an exit door can be installed in the meeting storage room behind the Council Chambers room? Mr. Shuler answered the exit door will be added to the plan. Fire Chief Ben Hall asked if the contractor will be installing exit signs and the fire detectors? Mr. Shuler stated that the exit signs are in the plan, but the smoke detectors are part of the owner's responsibility.

Next Council discussed different locking systems. The City was made aware this portion is not included in the project. Mrs. Hall will be checking with Fire House Lock- n- Key to provide information and a quote for the locking system.

Next Mr. Shuler presented the selected finishes. After discussion, he is making changes to a few items and will get back with the City Manager.

Mrs. Hall told Council that she asked Mr. Shuler to include vanities in all restrooms.

Exterior lighting, landscaping, and irrigation were discussed.

Next Mr. Shuler provided a visual of the lobby which showed a chandelier. Council requested to see the chandelier for the lobby.

Public Works Director Phillip Griffin asked if the plan included (security) lights in the parking lot? Mr. Shuler stated that we have pack lights, pole lights throughout, and lights pointed toward the building. Mr. Shuler stated the new City Hall will be lit up.

Mr. Shuler stated plans are at 90% and will be at 100% completion in a few weeks. He said the estimated construction will take about 10 months from the date the contractors begin.

Councilwoman Mert Stephens stated she would like to see a bronze inlaid type of medallion on the porch before walking into building that states something similar to “City of Blountstown founded,” acting as a commemorative type emblem. Mr. Shuler stated that we can add it and recommended it in bronze.

Councilman Gaskin stated that we should consider a panic button to be installed.

Next in New Business was Mrs. Hall with the City Hall houses. Ms. Hall asked about the removal of items from the houses and clarification of whether the staff can get items free of charge. Mayor Shoemake clarified that items are free to staff, and staff needs to remove items as soon as possible.

Councilman Gaskin asked if he could purchase the appliances in the Bridges’ house and pay \$250.00. It was a concession by the Council to sell him appliances for the amount \$250.00.

Mayor Shoemake stated at the next Council meeting that we will vote to move ahead with the demo.

There being no further business Councilman Gaskin made a motion to adjourn. Councilwoman Stephens seconded the motion. The motion passed. Mayor Shoemake adjourned the meeting at 6:19 P.M.

BY: 
Tony Shoemake, Mayor

ATTEST: 
Traci S. Hall, City Manager