

MINUTES
REGULAR MEETING
WAUSAU TOWN COUNCIL
APRIL 15, 2021
WAUSAU TOWN HALL CHAMBERS
1607 SECOND AVENUE, WAUSAU FL 32463
5:00 PM

Roger D. Hagan Mayor Present	Carol West Mayor Pro-Tem Present	Judy Carter Member Absent	John Walsingham Member Present	Billy Park Member Present
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- I. PROCLAMATION: Mayor Hagan called the meeting to order, welcomed those present invocation was let by Mr. Jimmy Robbins, and Pledge of Allegiance by all.
- II. CONSENT AGENDA: The following items on the consent agenda were approved with a correction on the price for the pump motor for the Fire truck to \$3880.00 instead of \$38,880.00, motion by Mrs. West, second Mr. Park, motion carried with Park, Walsingham, West, and Hagan voting Yes.
 - A. Approval of the Agenda:
 - B. Fire Department Minutes:
 - C. Minutes:
 - D. Financials: Reconciled Statements, Profit and Loss, Trial Balance:
- III. AGENDA AUDIENCE:
 - Alex Rouchaleau Dewberry Engineers: Mr. Rouchaleau stated that the fire house project was nearing completion but was before the Council tonight to ask for approval for a couple of change orders. (1) Grinder Pump for septic system, Mr. Rouchaleau stated that due to design changes and changes made by the Washington County Health Department the septic system would need a pump to pump the waste to the tank. Mr. Rouchaleau went on to state that this was not originally in the plans nor in the cost of the project. Mr. Rouchaleau stated that Dewberry had \$10,000.00 left in inspection fees that they would put toward the cost of the pump and installation which is \$11,995.00 which would leave the town with a direct cost of \$1,995.00 after discussion motion by Mr. Park, second Mr. Walsingham to approve the change order No. 7 (attached) motion carried with Walsingham, Park, West, and Hagan voting yes. (2) Attached: Mr. Rouchaleau presented Change Order No. 8 for review by the

Council and stated that it was his recommendation to the board to approve the change order that would be paid with City funds not apart of the grant in the amount of \$3,500 for needed work, regrade and reform driveway to assure trucks cleared the slope and other needed changes. Mr. Rouchaleau asked the members to approve the change order contingent upon completion of the punch list. After discussion motion by Mrs. West, second Mr. Park to approve Change Order No. 8 contingent upon completion of punch list items, motion carried with West, Park, Walsingham, and Hagan voting yes. (3) Council members then asked Mr. Rouchaleau to discuss the drainage concerns that they had on the possibility of runoff from the slopes on the firehouse property. Mr. Rouchaleau stated that inlets were located to handle any potential runoff. Mr. Rouchaleau stated that the town's maintenance of the ditch would play a big part of keeping the drainage under control. Mr. Rouchaleau stated that in the event there was an unforeseen problem there was a backup plan in place. Mr. Jimmy Robbins asked about the per square foot wind load. Mr. Rouchaleau stated that the building was built to the highest wind speeds that we could get. (4) Mr. Rouchaleau also stated that Mrs. Dawn McDonald with Washington County Planning had gotten a grant from the Division of Forestry for landscaping and trees for the project and that the boy scouts were going to assist with the project along with other volunteers.

IV. NON-AGENDA AUDIENCE: Effective October 1, 2013, Florida Statute 286.0114 mandates that "members of the public shall be given a reasonable opportunity to be heard on a proposition before a Board or Commission." Everyone shall have three (3) minutes to speak on the proposition before the Council.

V. Clerk:

- TDC Representative: Clerk presented Members with a request to replace former Mayor Berna Palmer as representative for Wausau after discussion motion by Mr. Walsingham, second Mr. Park to nominate Carol West to represent the Town of Wausau on the Tourist Development Council, motion carried with Park Walsingham, West, and Hagan voting Yes.
- Generator at Fire House: Motion to concur VFD Recommendation to go with D & B Builders and approve USDA Community Facilities Grant Package. Clerk stated that the Volunteer Fire Department had met with Mrs. Mary Gavin and presented the list of proposed items including the Generator and Installation. Mr. Smith stated that the cost of flooring was not included in this package and asked the members to consider an alternative funding source.

After discussion motion by Mrs. West, second Mr. Park to concur the recommendation of the Volunteer Fire Department to approve the USDA funding applications, motion carried with Walsingham, West, Park and Hagan voting yes. Mr. Smith thanked the members and stated the USDA process was approximately 90 days and that the desire of the department was to wait until the building was fully finished prior to having a grand opening. Mr. Smith stated that he would keep the members fully informed on the progress.

- Cemetery Mowing Proposals: Clerk presented Mayor Hagan with the three sealed bids on the mowing contract. Mr. Hagan stated that he would like to approach the property owners to the South of the cemetery Fence to see if they would donate 15' for a maintenance easement to the town. Council agreed that Mr. Hagan should approach the property owners and report back to the council. Mayor Hagan opened the bids: The firms who submitted a bid was Legendary Lawn Maintenance: Provided Insurance, References, and licenses. Total Contract Bid \$6,291.80; Budget lawn Care: Total Bid for mowing \$4,000.00, Fence Maintenance \$300.00 no insurance provided. Hallmark Services LLC \$5,180.00 Licensed and Insured. During discussion Attorney Carter stated that the bid from Legendary Lawn Maintenance did not meet the RFP and advised the members to void the bid from Legendary Lawn Maintenance from consideration Motion by Mr. Walsingham, second Mrs. West, to remove Legendary Lawn Maintenance from consideration, motion carried with Walsingham, Park, West, and Hagan voting Yes. After discussion motion by Mr. Park second Mrs. West to award the cemetery mowing contract to Hallmark Services LLC, motion carried with Park Walsingham, West, and Hagan Yes. Attorney Jeff Carter stated that the next time we go out for bids on services require a bid response sheet.
- El Dorado Utility Billing Software Upgrade: After discussion, this item was tabled until budget time.
- Ethics Training: Clerk presented the members with options for ethics training and stated that each member had to have their own email for taking the training, but she would register each one for the training if they wanted her to.
- Insurance 2021-2022 Fiscal Year: Clerk presented the members with an email from Tom Conley who is our representative with the Florida League of Cities stating that we should possibly be prepared for a large increase due to the recent Workman's Compensation Claim. Clerk will have the firm figures by mid to late June/July.

- FRDAP Line of Credit: Clerk stated that we have the notice to proceed on both of our Park Grants and we needed to get the loans in place for these projects that will consist of two (2) \$50,000.00 loans for a period of three (3) years since these loans will not be reimbursed until the projects are complete. After discussion motion by Mr. Walsingham, second Mrs. West to authorize the Clerk to get quotes from the local banks for interest rates for two (2) \$50,000.00 loans for a period of 3 years, motion carried with Walsingham, West, Park, and Hagan voting yes.
 - Lift Station at Fire House: This was discussed by Mr. Rouchaleau.
- VI. Member Billy Park: Nothing
 - VII. Member John Walsingham: Nothing
 - VIII. Member Judy Carter: Absent
 - IX. Mayor Pro-Tem Carol West: Mrs. West stated that she would like to discuss some issues she has with the maintenance department. Mrs. West stated that she had asked the Clerk to provide her with the fuel logs where the truck mileage is entered each time the city truck is fueled. Mrs. West stated that she just asked for March of 2021 and that there was 1275 miles put on the city truck during the month. Mrs. West stated she had documentation of places she had seen the truck and that some of the times were on multiple occasions during the same day in Chipley. Mrs. West also stated that she had asked for the daily worksheets and that these were not filled out properly or completely. Mrs. West stated that she did not know how we need to handle this situation. The other members of the council agreed that the worksheets needed to be filled out properly and that an accounting of the mileage needs to be accounted for on the worksheets. Mr. Carter stated that this issue would probably be better off addressed with the employee present probably in a workshop setting so the employee could give his side of the story.
 - X. Mayor Roger Hagan: Mr. Hagan asked about the CARES monies, Clerk stated that she had not heard anything about those funds, nor any thing on the COVID funds. (3) Mayor Hagan asked about a budget vs expenses report quarterly for each department, Clerk will provide (4) Mayor Hagan stated that he would like to see budgeted a parttime position in the office, Clerk assured the members she was ready and would like someone on board on October 1. Mayor Hagan asked the Clerk to state that the town would be looking for part-time help in the next newsletter clerk will add to the newsletter.
 - XI. Attorney Jeff Carter: Nothing new to report.
 - XII. Adjournment: Mayor Hagan declared the meeting adjourned.

Margaret Riley, Clerk

Roger Hagan, Mayor

The next regularly scheduled Meeting of the Wausau Town Council will be May 20, 2021 at 5:00 PM at the Wausau Town Hall 1607 Second Avenue, Wausau FL The Town of Wausau will accommodate handicapped and disabled persons who wish to attend these meetings. Contact the Wausau Town Hall at 638-1781, at least 48 hours before the meeting date to make arrangements.