



**City of Freeport**  
**REGULAR COUNCIL MEETING**  
9:00 AM/Council Chambers/Freeport City Hall  
September 10, 2019 Minutes

**I. Meeting Called to Order**

The meeting was called to order at 9:01 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

Council members present: Mayor Russ Barley, Councilwoman Amanda Green, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman William “Boots” McCormick, Councilwoman Elizabeth Haffner.

Staff members present: City Attorney Clay Adkinson, Utility Billing Manager Debbie Roberts, Sewer Supervisor Robert Fawcett, Water Operations Assistant Stacy Ward, Finance Assistant Joyce Sunday, Parks Director Charlie Simmons, City Engineers Alex Rouchaleau and Cliff Knauer, Admin Assistant Will Alley, Clerk Assistant Lori Cox.

**II. Invocation and Pledge of Allegiance**

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

**III. Recognition of Guests – none.**

**IV. Request for Placement on the City Council Agenda – none.**

**V. Public Comment on Consent Agenda – none.**

**VI. Approval of Consent Agenda**

1. Bills Paid
2. Regular Council Meeting Minutes August 13, 2019
3. Budget Workshop Minutes August 15, 2019
4. Regular Council Meeting Minutes August 22, 2019
5. Budget Workshop Minutes August 22, 2019

*Council Action: Councilman William “Boots” McCormick motioned to approve the consent agenda as presented. Councilwoman Haffner seconded the motion. All ayes; motioned carried.*

**VII. Consideration of Additions/~~Deletions~~ to Agenda**  
**Additions**

- William “Boots” McCormick – Employee Policy
- Mayor Barley – Approval of a Waiver of Fee

**VIII. Approval of Agenda with Additions/~~Deletions~~**

*Council Action: Councilwoman Brannon motioned to approve the Agenda with the specified Additions as presented. Councilman Farris seconded the motion. All ayes; motion carried.*



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**IX. Staff Reports**

A. Water – none.

B. Sewer – none.

C. Parks

1. FRDAP Grant Application

- Parks Director Charlie Simmons advised the Council that the FRDAP Grant would not be enough money for a skate park at the Sports Complex and recommended using the grant towards the Barrier Free Park boardwalk or walking path.
- City Engineer Alex Rouchaleau advised Council that the grant is a \$50,000 no match grant.

*Council Action: Councilwoman Brannon motioned to approve applying the FRDAP grant towards the Barrier Free Boardwalk as opposed to a skate park at the Sports Complex. Councilwoman Haffner seconded the motion. All ayes; motion carried.*

2. Splash Pad Season Closing Date

- Parks Director Simmons requested a date for closing the Splash Pad for the season.

*Council Action: Councilwoman Brannon motioned to close the Splash Pad the last day of September 2019. Councilman Farris seconded the motion. All ayes; motion carried.*

3. Updates

- Simmons informed the Council that he is replacing the grass at the southeast corner of the multipurpose building due to a fungus. The football and soccer teams have been shifted until the project is complete.
- Simmons informed the Council that the plumbing at the concession stand/storage facility is complete and concrete pouring will begin next week.

D. City Clerk – none.

E. Finance – none.

F. Billing

1. Update

- Utility Billing Manager Debbie Roberts updated the Council on the disconnect and billing progress. Disconnects were down to 87 in Freeport and 15 in North Bay last month and received only one after hours call. Corrected handheld issues have cut meter readings by a day and a half.



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September 10, 2019 Minutes

- Roberts informed the Council within the past two months bills have gone out by the nineteenth of the month and anticipates the same this month.

G. Planning – none.

H. Legal – none.

I. Engineering

1. Bear Creek Bridge

- City Engineers Alex Rouchaleau and Cliff Knauer discussed the transfer of funds to Walton County to execute design, construction and inspection of the Bear Creek Bridge Project.

*Council Action: Councilwoman Brannon motioned to transfer funds for Bear Creek Bridge to Walton County. Councilman McCormick seconded the motion. After debate and amendment, the following motion was adopted: The approval for the Mayor, Engineers and DOT to discuss Bear Creek Bridge with County officials. All ayes; motion carried.*

2. Recreation Trails Grant Extension

- Rouchaleau presented a revision to the Recreation Trails Grant for a one-year extension.

*Council Action: Councilman Farris motioned to approve the Recreation Trails Grant one-year extension. Councilwoman Haffner seconded the motion. All ayes; motion carried.*

**X. Old Business**

**XI. New Business**

A. Mayor Russ Barley

1. Approval of a Waiver of Fee

- Mayor Barley presented a request of Waiver of Fee and a Special Event Permit on behalf of Haley Kidder. Ms. Kidder desired to have a barbeque fund raiser on September 21, 2019 in the Ace Hardware parking for Down syndrome.

*Council Action: Councilman Farris motioned to approve the Special Event Permit and the Waiver of Fee Ms. Kidder requested. Councilwoman Brannon seconded the motion. All ayes; motion carried.*

B. Councilwoman Brannon

C. Councilman Farris



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D. Councilwoman Green

1. Alternates

- Councilwoman Green requested creating an alternate calendar for special board meetings. The alternate calendar would allow for one council member to stand in for another in the event they cannot attend.
- City Attorney Clay Adkinson advised Council that a stand in would likely be able to speak on behalf of the City; however, voting in place of another council member would be up to the special board itself.

*Council Action: Councilwoman Green motioned to create an alternate calendar for the special boards that council members are on. Councilman McCormick seconded the motion. All ayes; motion carried.*

E. Councilwoman Haffner

F. Councilman McCormick

1. Employee Policy

- Councilman McCormick requested that the City recognize and present city employees with a certificate for their tenure in five-year increments at council meetings.

*Council Action: none required.*

**XII. Public Comment**

- Tim Ard, Freeport Veterans Memorial Project Chair gave a brief update on the 2019 projects. The bronze work is in from China and the granite has arrived in the United States, but hurricane Dorian has delayed arrival to DeFuniak Springs. The landscaping is complete and pouring of the concrete for the homecoming venue is scheduled. The keynote speaker and 90% of participants have been confirmed and the graphic artist is working on invitations.
- Ard informed Council that due to popularity 400 chairs have been reserved for this year's Veterans Day event.
- Ard requested moving the Council approved 2020 Signage Project to 2021 in order for the 2020 project to be included in the storyline and pictures.
- Mr. Ard presented "The Nightingale" memorial project to Council. The memorial is to honor women in service and pay tribute to the military nurse.
- Ard requested approval to raise money for the installation of large trees at the memorial site.

*Council Action: Councilwoman Haffner motioned to approve the project as presented. Councilman Farris seconded the motion. Councilwoman Green abstained from voting; motion carried.*



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**XII. Adjournment**

Mayor Barley motioned to adjourn. The meeting adjourned at 9:30 a.m.

CITY OF FREEPORT

  
Mayor

ATTEST:

  
City Clerk Assistant