

MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE COMMISSION CHAMBER AT CITY HALL, June 5, 2012, AT 6:00 P.M.

The following were present: Commissioners Buzzett, Gingell, Patterson and Kennedy. City Manager Jim Anderson, City Attorney Tom Gibson, and City Clerk Charlotte Pierce were also present. In the absence of Mayor Magidson, Mayor Pro tem Buzzett chaired the meeting.

Consent Agenda

Minutes:

A motion was made Commissioner Gingell, seconded by Commissioner Kennedy, to approve the Minutes of the May 15, 2012, Workshop and Regular Meeting. All in Favor; Motion carried 4-0.

Regular Agenda

City Attorney, Tom Gibson

Comprehensive Plan Amendment, Port Planning Area Ordinance 480

A motion was made by Commissioner Gingell, second by Commissioner Patterson, to have the Second Reading of Ordinance 480. All in Favor; Motion carried 4-0.

A motion was made by Commissioner Gingell, second by Commissioner Kennedy, to adopt Ordinance 480. All in Favor; Motion carried 4-0.

Homeless Shelter Ordinance

Mr. Gibson has been meeting with the county attorney and their committee to address the Homeless issue in Gulf County. The group will refer their document to the Gulf County PDRB to be reviewed. The City will need to redefine our definition of a nuisance and delineate what can and cannot be done in City parks and property within the City limits. The Commission requested that the completed ordinance be reviewed by the City's PDRB in July before being submitted to the Commission for their approval.

Gulf Pines Hospital Site Appraisal

The appraisal has been completed and Mr. Gibson will forward the report to the IRS when it is received.

City Manager Report

Old Business:

Centennial Building Acoustics, Eric Davidson

Mr. Davidson gave an update of the sound measurements he has been taking at Centennial Building events. He has two remaining functions to monitor and anticipates having a recommendation and cost projection in three to four weeks.

Lighthouse Facilities – Delayed until Mayor Magidson's arrival.

Fire Works

The County and TDC will each contribute \$5,000 to provide fireworks for July 4, 2012. Commissioner Patterson motioned for the City to also contribute \$5,000 for the fireworks. The motion died for the lack of a second. The City will be doing the logistics for the fireworks and providing police support. It was noted that there was to have been a fundraising effort for 2012 rather than have to contribute municipal funds.

IT Contract

After discussion on when travel time starts and continuing the contract with the current provider until a new contract is signed, a motion was made by Commissioner Gingell, second by Commissioner Patterson, to rebid the contract. All in Favor; Motion carried 4-0. The new RFP is to be very specific in what services are included and staff was directed to require Liability Insurance by the provider.

Buffer Preserve Public Meeting Notice

Mayor Pro tem Buzzett requested that the City have representation at the meeting on June 16, 2012, at 6:00 P.M.

ADA Compliance Update, Bruce Ballister

The Field of Dreams road has been completed but several punch list items need to be addressed.

The Notice to Proceed has been issued and negotiations are going on to reduce the 180 days allowed for completion to 150.

Mr. Ballister has made the contractor aware that the Centennial Building Restrooms need to be completed in a timely manner. This is a revenue source for the City and he has asked that the renovations be made within the allotted time.

Mayor Magidson joined the meeting at 6:20 P.M.

CDBG Grant Application Update, Bruce Ballister

The North Port St. Joe Water Project Survey is nearing completion. Several houses that are less than 100' to the proposed new water line cannot be included in the project funding. Mr. Ballister made the Commission aware of this issue and asked for their assistance in covering these cost. This would provide service to the residents and the City's contribution would be considered as a match contribution.

Mr. Ballister announced that there will be a Fair Housing Workshop on June 19, 2012, during the regular Commission Meeting.

Commissioner Kennedy asked about the lack of progress on the North Florida Child Development Field of Dreams Project. There has been a glitch in the NFCD's funding but it has been resolved, deliveries are being made and the contractor is remobilizing.

Lighthouse Facilities – Mayor Magidson

Mayor Magidson is working to promote the relocation of the Cape San Blas Lighthouse Complex to town. He taped an interview with WJHG-TV on Monday that is to be on their website. The Mayor has been communicating with FL Lighthouse President, Ken Smith, and others to come up with viable ways to accomplish the moving of the lighthouse complex. The Air Force is working to

transfer the ownership to the City. The City has received an offer from Ponce Inlet Lighthouse to be responsible for removing, restoring, and reinstalling the lens and clock works.

New Business:

Recycle bins

Commissioner Kennedy expressed his displeasure with the service received for the recycling program. The collection point on Eighth Street is a disaster, the schools never received their recycle container and he would like for staff to discuss these issues with Waste Pro.

Mr. Anderson stated that he has a scheduled meeting with Waste Pro tomorrow and these issues will be addressed.

Chipola Pump Station Inspection – RFP 2012-03

A motion was made by Commissioner Buzzett, second by Commissioner Gingell, to award the contract to Gilbert Pump in the amount of \$8,750.00 and to allow up to an additional \$10,000 for work and or parts that might be needed rather than have to call a Special Meeting to approve the expenditure. All in Favor; Motion carried 5-0.

Street Dance

Commissioner Gingell motioned, Commissioner Patterson second, to approve the request from Gulf County Commissioner Tan Smiley to hold the annual Fourth of July Street Dance from 9:00 P.M. July 3rd until 2:00 A.M. July 4th, 2012. Commissioner Smiley has a committee that will be helping him and the logistics will be the same as last year. All in Favor; Motion carried 5-0.

City Projects – Commissioner Gingell

Commissioner Gingell would like to ensure that the WorkForce Board is used when hiring new employees. Their decision would be unbiased and this would eliminate numerous rumors as to how and why people are hired.

Mayor Magidson stressed that we have used the WorkForce Board in the past and would continue to do so.

Commissioner Gingell is concerned that when projects are planned there is not an adequate forensic trail on how the project was planned, how the money is spent, by whom, the operation of the project and how phase out will be accomplished. She requested that the City explore the possibility of having a better forensic audit trail on projects.

Roof Top Signs – Commissioner Gingell

The Bay Artiques Business has closed. When their business was established, the existing sign was grandfathered in, and when the business closed, their sign was not removed. Mark Harris has relocated his business, Bow Wow Beach Shop, to the building and would like to use the same sign. The sign is considered a roof top sign and based on the Land Development Regulations, is not allowable. After a discussion, it was recommended that Mr. Harris request a Special Exception from the Planning Development Review Board.

The Port St. Joe Redevelopment Association's Façade Grant Program is still available and Gail Alsobrook suggested that Mr. Harris talk with them about a sign.

Public Works – John Grantland

Road Striping Project

Mr. Anderson has spoken with Gulf County Administrator Don Butler and Commissioner Tan Smiley about various roads in the City that are in need of striping. Preble Rish has completed a Striping Plan for the City. Staff is reviewing options of solid lines vs skip lines as a cost savings measure. Mr. Grantland's recommendation is that First Street, Garrison and Long Avenues be given priority. He advised that there is approximately \$4,100.00 available from Road Bond Money which would be about half the cost of the estimated expense.

Commissioner Kennedy would like for each Commissioner to review the list and offer their recommendation.

Mr. Grantland made the Commissioners aware that Sam Buccieri has submitted his Letter of Resignation effective June 8, 2012. This will create an opening in the Public Works Department and a replacement needs to be hired.

Surface Water Treatment Plant – Larry McClamma

A motion was made by Commissioner Kennedy, second by Commissioner Gingell, to purchase two F-150's at a cost of \$14,232 each. These funds are in the budget. All in Favor; Motion carried 5-0.

Wastewater Plant – Lynn Todd

Ms. Todd did not have anything new to report that was not covered in the earlier workshop.

City Engineer - Clay Smallwood, III

Headworks and Sprayfield Project – Update

Clay Smallwood gave a report for Philip Jones on the Surface Water Treatment Plant:

Membrane Tank – The start date of June 18 will now be June 25 as Seimens must be here and participate in the process.

Commissioner Kennedy discussed the CIP Pumps and Fitting failures. The statement was made several months ago that these were improper fittings and he would like for PRI to look into this. Flanged or ferrule fittings with proper safety materials on the outside of the flanges should be used. Commissioner Kennedy stated that threaded fittings should not be used in caustic and acid work conditions.

Mayor Magidson reminded the Commission that Square D Pumps had stated their pumps were not the problem. Mr. Anderson has requested a report from AAG as to their findings when they re-wound the motor of the pumps. Mayor Magidson would like to review the report before deciding what action should be taken.

Progress Energy began installing poles last week and they anticipate having power by June 15, 2012.

Water Distribution System Upgrades Phase I – Update

It is anticipated that the cuts to the drive ways in the First, Third and Fourth Street areas will be made on Friday and Monday. Asphalt road patches will be done on June 14 and 15, 2012. Work is continuing on Garrison and Hunter Circle. Over one third of the pipe is in the ground.

Code Enforcement

The Commission asked that Mr. Burkett continue to enforce the Sign Ordinance and requested that all politicians be sure to keep their signs off the Right of Way. When signs are picked up by Code Enforcement, they are taken to Public Works.

Police Department – Chief Barnes

Officer David Oliphant has resigned and his last day will be June 21, 2012. Due to the recent death of Officer Oliphant's mother, he will be relocating to be near his family. Chief Barnes will need to advertise for a replacement.

Port St. Joe Redevelopment Agency – Gail Alsobrook

The PSJRA / City has been awarded a Coastal Partnership Initiative Matching Grant for \$15,000. The PSJRA will be providing \$15,000 as a match to fund this Planning Grant to develop the bay front recreation area of George Core Park.

The USDA Martin Luther King, Jr., Boulevard Sidewalks Grant Application, in the amount \$200,000 is in its final stages. Ms. Alsobrook anticipates having some good news at the next meeting.

City Clerk – Charlotte Pierce

Nothing to report at this time.

Citizens to the Heard

Jim Garth shared his concerns about the possibility of hiring a part time engineer for the City. He would like for the City to look at the feasibility of the City, County and possibly the City of Wewahitchka sharing an engineer. He has studied the current engineering invoices and feels that there is room for savings.

Mayor Magidson asked that Mr. Garth meet with Mr. Anderson concerning his findings. The Mayor also pointed out that many cities, larger than ours, do not have an in-house engineer.

Mr. Garth shared that the PAC supports the moving of the Cape San Blas Lighthouse and is willing to help as needed.

Barry Sellers, Gulf County Chamber of Commerce Executive Director, thanked the City for the support the Chamber is receiving. He shared that during the month of May they had eight leads generated, had four visits and two of these are coming back for a second visit. The Chamber is in need of an Administrative Assistance due to the resignation of their current assistant.

John Rich approached the Commission concerning the need for lighting on David B. Langston Drive. He also asked that, in the future, new roads have proper lighting incorporated in the project.

Ann White thanked everyone for their prayers, cards and words of encouragement during her recent surgery and recovery.

Discussion Items by Commissioners

Commissioner Buzzett asked that he be allowed to work with staff on rearranging the Commission Chamber to allow for more seating. There were no objections to his request.

Commissioner Gingell thanked the Commissioners and City Staff for their help during her tenure on the Board. She wished incoming Commissioner, Phil McCroan, well and offered to continue helping the City in any way that she can.

Commissioner Patterson requested that Code Enforcement check the property at the Intersection of First Street and Woodward Avenue and see what can be done to clean it up. Commissioner Buzzett requested a written report when Mr. Burkett will not be at the Commission Meetings.

Commissioner Kennedy would like to work with the FMC to establish boater education for St. Joe Bay. He is also concerned about horses being on the bike path and safety issues from their presence.

Mayor Magidson did not have any concerns to be discussed.

Motion by Commissioner Gingell, second by Commissioner Patterson, to adjourn the meeting at 8:00 P.M.

Approved this 19th day of June 2012.



Mel C. Magidson, Jr., Mayor



Charlotte M. Pierce, City Clerk