

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, December 4, 2012 AT 6:00 P.M.

The following were present: Mayor Magidson, Commissioners Buzzett, and McCroan. City Manager Jim Anderson, City Clerk Charlotte Pierce and City Attorney Russ Scholz were also present. Commissioner Patterson was absent due to illness. Commissioner Kennedy arrived at 6:05 P.M.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner McCroan, second by Commissioner Buzzett, to approve the Minutes of the Workshop and Regular Meeting of November 20, 2012. All in Favor; Motion carried 3-0.

CITY ATTORNEY – Russ Scholz

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, for the second reading by title only and Consideration of Adoption of Ordinance 488 - Service Fees. All in Favor; Motion carried 3-0. Attorney Scholz read Ordinance 488 by title only. A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to adopt Ordinance 488. All in Favor; Motion carried 3-0.

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, for the second reading by title only and Consideration of Adoption of Ordinance 489 - Capital Improvement Plan Update. All in Favor; Motion carried 3-0. Attorney Scholz read Ordinance 489 by title only. A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to adopt Ordinance 489. All in Favor; Motion carried 3-0.

Commissioner Kennedy joined the Meeting.

Resolution 2012-04 – Garbage Rates

A Motion was made by Commissioner McCroan, second by Commissioner Kennedy, to read Resolution 2012-04, Garbage Rates, by title only. All in Favor; Motion carried 4-0. Attorney Scholz read Resolution 2012-04 by title only. A Motion was made by Commissioner Kennedy, second by Commissioner Buzzett, to adopt Resolution 2012-04. All in Favor; Motion carried 4-0.

CITY MANAGER'S REPORT

Old Business

Lighthouse Update

Mayor Magidson shared that Stone's House Movers had relocated one of the Keepers' Quarters this morning and the other one would be moved shortly. The application time for HUD to submit a request for the structures has closed and no official application was received by GSA or the National Park Service.

Water Distribution Profile and Pilot Study

Mr. Anderson noted that the \$60,000 to fund the study would have to come from the Cash Carry Forward / Contingency Fund.

Commissioner Buzzett asked that the work be done as efficiently as possible and kept within budget.

Commissioner Kennedy had spoken with David Kozan of CDM and was advised that the NFWMD dictated the scope of work for the Profile and Pilot Study.

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan to approve the Water Distribution Profile and Pilot Study. All in Favor; Motion carried 4-0.

RESTORE Act Committee

Mr. Anderson attended the December 3, 2012, meeting and there are still a lot of unknowns from the federal and state entities and nothing firm on the rules of engagement. He suggested that a Workshop be held Tuesday, December 18, 2012 prior to the regular meeting for the City to compile a list of proposals and projects for the available funds. The City's request is to be available for the January 15, 2013, RESTORE Act Pre-Proposal Deadline.

RFP 2012-11 Chipola Pump Motor Update

Northwest Florida Water Management District has agreed to pay 100% of the cost of the motor, not to exceed \$106,000. The motor has been ordered.

Centennial Celebration

Mrs. Pierce reported that the committee meetings are going well and plans are moving forward for the celebration.

CDBG Grant North Port St. Joe Water System Improvements Update

Pat Howard conducted a site visit with Bruce Ballister of ARPC and City staff on November 6, 2012. Everything appears to be on track and Mr. Ballister is to proceed with the Environmental Review.

Soccer Complex Update

Commissioner Kennedy has a number of ideas that he would like to e-mail to Mr. Anderson. After review, Mr. Anderson will forward the suggestions to Commissioners and City staff for discussion at the December 18, 2012, Commission Meeting.

DOT Meeting Update

An email has been received from Charlie Lock, FDOT, suggesting February 19, 2013, at 4:30 P.M., as the meeting date and time. There is a new supervisor that he would also like to introduce at the meeting.

City Computer System

Chuck Edwards, Bluemanta Technology, presented his recommendations to the Commission to upgrade the City's computer system infrastructure. After review with City staff, it was determined that self hosting was more economically feasible than having Munis host the system. There will be no support of the current software soon, renewal of the current contract with Munis needs to continue, a new server needs to be purchased and desk top computers at City Hall need to be upgraded. There is money in the current budget for the upgrade. A Motion was made by Commissioner Kennedy, second by Commissioner McCroan, to accept the proposal in the amount of \$29,806 dated December 4, 2012. All in Favor; Motion carried 4-0.

EDC and Chamber Funding Update

No funding requests have been received at this time.

John Deere Tractor Update

Staff is researching the possibility of purchasing an Alamo Tractor for use on the fresh water canal. The John Deere Tractor currently used is not a true side hill cutter and would be used on the sprayfields rather than the canal.

Mr. Anderson suggested that a workshop be held with Larry McClamma, Surface Water Treatment Plant, on water issues and the fresh water canal.

New Business

Position Vacancies

Sergeant Tim Wood has tendered his resignation from the Port St. Joe Police Department effective January 7, 2013, to join the Gulf County Sheriff's Department. Chief Barnes recommends promoting

Officer Jake Richards to Sergeant at the same rate of pay Tim Wood was making and advertising for one officer. A Motion was made by Commissioner Kennedy, second by Commissioner McCroan, to accept Sergeant Wood's resignation and to promote Officer Richards to Sergeant at Tim Wood's rate of pay. All in Favor; Motion carried 4-0.

Rotary Club – Lorinda Gingell, Request for Reduction in Rental Fees

Ms. Gingell requested that the Centennial Building Rental Fee for January 24, 2013, be waived. The Port St. Joe Rotary Club is sponsoring a Health Fair for all residents and visitors to our area. A Motion was made by Commissioner Buzzett, second by Commissioner Kennedy, to waive the fee. All in Favor; Motion carried 4-0.

January 1, 2013 Commission Meeting Date

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to cancel the January 1, 2013, Commission Meeting as this is a holiday. If needed, a special meeting will be scheduled. All in Favor; Motion carried 4-0.

Public Works – John Grantland

Mr. Grantland did not have anything to report at this time.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that during the tour of the Fresh Water Canal today the samples that were taken were very good; he has concerns about the aquatic vegetation and trees in the canal which could possibly need to be removed and felt there was a possibility that removal of the trees could produce revenue for the City. He would like to research the possibilities with a logging company and bring the findings back to the Commission.

Wastewater Plant – Lynn Todd

Ms. Todd reported that she has a proposal from a citizen that would like to remove the 36" HDPE emergency line from the old Primary Pump Station to the WWTP Lagoon. Initially, there was an estimated cost of \$100,000 to \$125,000 for a contractor to remove the line. The individual has liability insurance and will provide the equipment and labor to remove the pipe. Any solids accumulated will be disposed of at the WWTP as were solids from the 48" Fiberglass line demo. The individual would remove the pipe from the blocked access areas that the Port Authority expressed concerns about first and then seal off the pipe remaining under CR 382. The pipe has no value and is surplus material.

Ms. Todd was directed to have the proposal sent to our attorney for review; requested that a value of the pipe be provided to the Commission and that the individuals provide proof of Liability Insurance.

City Engineer – Clay Smallwood

Headworks and Sprayfields Update

Nothing new to report at this time.

Water Distribution Phase I Update

Customers on Reid and McClelland Avenues, and Seventeenth Street will be swapped over to the new line this week. The line on Monument and Juniper Avenues and the loop on Palm Boulevard was installed, pressure tested and will be flushed this week. The contractor is installing the line on Allen Memorial Way and DuPont Drive. The old line on Garrison Avenue for the fire hydrants had been abandoned and the hydrants will be removed.

Code Enforcement

Mr. Burkett's Activity Report was reviewed.

Police Department – Chief Barnes

Sheriff Joe Nugent has agreed that the K-9 dog managed by Officer Jake Richards will be given to the City. He has also feels that when the dog is retired, it should be given to Officer Richards. Chief Barnes is to request a letter from Sheriff Nugent stating this.

Chief Barnes reminded everyone that the Salvation Army's Red Kettle program begins tomorrow and encouraged everyone to sign up for an hour to ring the bell at Piggly Wiggly.

PSJRA – Gail Alsobrook

Ms. Alsobrook was not able to attend the meeting due to illness. Mayor Magidson noted that he and Ms. Alsobrook had attended the BP check presentation in Panama City. The PSJRA received \$21,480 for a new banner series and to update the downtown map. The City of Port St. Joe was awarded \$125,000 to film a documentary of the Cape San Blas Lighthouse being moved.

City Clerk – Charlotte Pierce

Nothing to report at this time.

Citizens to be Heard

Linda Tschudi requested that sidewalks, lights and trees be added to David B. Langston Drive. Mayor Magidson shared that grants have been applied for to add these amenities to the drive.

Ms. Tschudi addressed a busted water line in her yard and asked for clarification as to what constituted an emergency. This happened over the Thanksgiving Holiday and was addressed by City workers.

A request was made by Ms. Tschudi for any computers that are discarded by the City. She works in an after school tutoring program at Church of God In Christ and would like to have them for their program.

John Parker expressed his appreciation for all the help that was given by City employees for Christmas on the Coast. It was a great event, well attended and he was encouraged to see so many participating.

Discussion Items by Commissioners

Commissioner Buzzett did not have anything to discuss at this time.

Commissioner McCroan shared what an outstanding program the Day of Declaration was and expressed his appreciation to everyone involved.

Commissioner Kennedy also expressed his appreciation to everyone who made the Day of Declaration such a success and was complimentary of the many other activities going on that day.

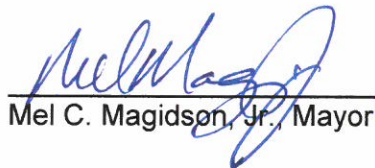
Mayor Magidson did not have anything to share at this time.

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to adjourn the Meeting at 7:15 P.M.

Approved this 18th day of December 2012.



Charlotte M. Pierce, City Clerk


Mel C. Magidson, Jr., Mayor