

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 18, 2013 AT 6:00 P.M.

The following were present: Mayor Magidson, Commissioners Buzzett, McCroan, Patterson and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce and City Attorney Tom Gibson were also present.

CONSENT AGENDA

Swearing In Ceremony – Judge Tim McFarland

Newly elected Commissioner, William P. Thursbay, was administered the Oath of Office by Gulf County Judge Tim McFarland. Mrs. Thursbay held the Bible for Commissioner Thursbay to repeat the Oath of Office.

Gulf County Judge, Tim McFarland, administered the Oath of Office to re-elected Commissioner James "Bo" Patterson. Mrs. Patterson held the Bible for Commissioner Patterson to repeat the Oath of Office.

Mayor Mel C. Magidson, Jr., recently re-elected to the office of Mayor / Commissioner, was administered the Oath of Office by Gulf County Judge Tim McFarland. Mrs. Magidson held the Bible for Mayor / Commissioner Magidson to repeat the Oath of Office.

Minutes

A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to approve the Minutes of the Regular Meeting of June 4, 2013. All in Favor; Motion carried 5-0.

CITY ATTORNEY – Tom Gibson

Soccer Field Deed Update

Mr. Gibson reported that the legal description issues have been resolved and he is ready to send the deed to the Gulf County School Board. A Motion was made by Commissioner Patterson, second by Commissioner Buzzett, to forward the deed to the Gulf County School Board. All in Favor; Motion carried 5-0.

CITY MANAGER'S REPORT

Old Business

Lighthouse Update

Clay Smallwood, III, of Preble Rish (PRI) shared that soil borings have been completed, PRI is waiting on the results and the project will be ready for bid shortly.

Centennial Celebration Update

Dana Boyer, Port St. Joe Centennial Celebration Committee member, updated the Commission on the 100th Birthday Celebration for the City of Port St. Joe. She noted that a lot of work by various citizens has made the event possible and plans are coming together well.

There will be a 4th of July special edition of the Star and the City will be purchasing an ad for the edition.

A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to provide \$1,000 to the Port St. Joe Centennial Celebration Committee for City decorations for the event. All in Favor; Motion carried 5-0.

Chipola Pump Station Motor Replacement Update

Mr. Anderson shared that work is progressing and it is anticipated that the motor will be in place Friday.

Commissioner Buzzett asked that the Commission consider rebuilding and upgrading the second motor before too long.

Commission Chambers Upgrades Update

Mr. Anderson noted that technology upgrades are progressing, doors and chair have been ordered and all improvements should be completed shortly.

Tree Removal – Frank Pate Park and Gulf Pines Hospital

Mr. Anderson is working with H & H Tree Service to have the trees removed prior to the Port St. Joe Centennial Celebration.

Rate Study Workshop Reminder – June 27, 2013, at 12:00 Noon

Mr. Anderson reminded the Commission that Burton and Associates will be here on Thursday, June 27, 2013, to review the rate structure.

County Interlocal Agreement and Welcome Center Request

The City and County Commissioners met in a joint work shop today to discuss the Interlocal Agreement. Staff and the attorneys for both entities will meet and present their revisions to their respective entity.

A "good faith" Motion was made by Commissioner Buzzett, second by Commissioner Patterson, for the Port St. Joe Redevelopment Agency to vacate the Tourist Development Council Building. The Motion carried 4-1 with Commissioner Thursbay voting no.

Financial Disclosures

Mr. Anderson reminded the Commissioners that their Financial Disclosures are due by July 1, 2013.

City Hall Grounds Maintenance

Mr. Anderson noted improvements in the City Hall grounds.

Commissioner Buzzett did not have anything new to report on the landscape design.

Alamo Tractor

Mr. Anderson has spoken with a company representative and due to new emission requirements, it will September before the new tractor will be available.

Gulf Coast Workforce Board Lease Agreement (GCWB)

Mr. Anderson shared that he, Kim Bodine of GCWB and Charlotte Pierce had met to discuss details in the lease agreement. Mr. Anderson recommended a two month extension of the lease to avoid disrupting the summer program at the Washington Gym. A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, to extend the Gulf Coast Workforce Board Lease for two months. All in Favor; Motion carried 5-0.

New Business

Summer Recreation Programs

The STAC House and Washington Gym programs are up and running. Mr. Anderson shared that approximately 50 children are attending each site daily.

Vehicle Seizure – Permission to Title

Mr. Anderson advised the Commission that a vehicle seized and later forfeited under Florida Statute is available to be titled to the City. The vehicle would replace the KIA currently used by City Hall employees.

A Motion was made by Commissioner McCroan, second by Commissioner Thursbay, to declare the KIA at City Hall surplus and available for sale; title the seized vehicle and place it in operation. All in Favor; Motion carried 5-0.

STAC House AC Unit – Request to Bid

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to request bids to replace the AC Unit at the STAC House. The unit is approximately 15 years old, has been repaired several times, has limped along for a number of summers and is subject to failure at any time. The Motion carried 4-1 with Commissioner Patterson voting no.

EDC Representative

The City needs to select an EDC Representative. The appointee does not have to be City Staff. Applications will be requested for volunteers to serve.

Public Works – John Grantland

Marvin Avenue Water Line Replacement Update

Mr. Grantland anticipates the project will be finished next week. Final drive way repairs will be made this week and next to complete the project.

First Street Lift Station Update

Mr. Grantland reported that all equipment has been installed and the lift station is running.

Commissioner Patterson asked if there had been any reports of bad water on Avenue B. Mr. Grantland replied that some had been received last week but none this week.

Surface Water Plant – Larry McClamma

Mr. McClamma reminded the Commission that the contract expires shortly to have the trees around the fresh water canal removed.

Wastewater Plant – Lynn Todd

Ms. Todd anticipates that the Northwest Florida Water Management District (NFWMD) will approve the City's Consumptive Use Permit at their next meeting. This is a ten year permit and discussions with NFWMD indicate that all questions have been resolved.

The 30" Valve Vaults have been closed as much as possible and need to be permanently sealed.

The #1 Grit King has gone out again and the #2 Grit King is currently in service.

City Engineer – Clay Smallwood

Mayor Magidson congratulated Clay Smallwood, III, on the successful completion of his Professional Engineer exam.

Traffic Study

Mr. Smallwood is waiting to hear from FDOT on the pre-application meeting.

Water Distribution Phase II

All revisions have been completed and PRI is in the process of preparing the advertisement for the project. This will be a 30 day advertisement. All paper work has been provided to USDA and Department of Economic Opportunity (CDBG) for the project.

Water Study Update

The coupon harvesting protocol and map was received today. Mr. Smallwood anticipates having the sampling report from Dave Kosan of CDM-Smith in a few days.

Commissioner Patterson asked the status of the Safe Route to School Grant. Mr. Smallwood responded that all paper work had been submitted.

Code Enforcement

Mr. Burkett's report was reviewed but it did not require any action by the Commission.

Police Department – Chief Barnes

Chief Barnes advised the Commission that the 100th Birthday Celebration parade route and other activities have been reviewed and his department is ready for the event.

Chief Barnes noted that Commissioner Smiley is responsible for security for the Street Dance on July 3, 2013.

Sheriff Harrison and Chief Barnes have been reviewing Department of Homeland Security Grants for opportunities to benefit both departments.

Chief Barnes noted that the Port St. Joe Police Department has the only K-9 Unit in Gulf County as the county has retired their unit. He does not have any problems with the mutual aid agreement with the county.

Port St. Joe Redevelopment Association (PSJRA) – Gail Alsobrook

Ms. Alsobrook did not have anything to report at this time.

Mayor Magidson shared that he had received a letter from DEP confirming the award of the Coastal Partnership Initiative Grant in the amount of \$30,000 for the lighthouse foundation.

City Clerk – Charlotte Pierce

Mrs. Pierce requested that times for the Frank Pate Park Boat Ramp to close on June 28 and July 4 be determined. Staff will post the notices advising boaters of these times.

Citizens to be heard

No one wished to address the Commission.

Discussion Items by Commissioners

Commissioner Thursbay expressed his appreciation to the voters for the opportunity to serve on the City Commission and stated he was looking forward to working with the City the next two years.

Commissioner Patterson encouraged citizens to clean up their property and take pride in their City. He also asked about the possibility of a Code Enforcement Workshop. Mr. Anderson and Code Enforcement Office Burkett will meet with Commissioner Patterson.

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

Commissioner Buzzett welcomed Commissioner Thursbay and congratulated Commissioner Patterson and Mayor Magidson on their reelection to the Commissioner.

Mayor Magidson noted that lighting on the walking trail has become an issue and he would like to see funds designated to correct the problem. He also suggested that a list be prioritized to use the BP money including City debt reduction and items that have been let slide around the City.

A Motion was made by Commissioner Patterson, second by Commissioner McCroan, to adjourn the Meeting at 7:17 P.M.

Approved this 2nd day of July 2013.

Charlotte M. Pierce
Charlotte M. Pierce, City Clerk

Mel C. Magidson, Jr.
Mel C. Magidson, Jr., Mayor