

**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, July 7, 2015, AT 6:00 P.M.
The Meeting was held in the Port St. Joe Fire Department Meeting Room due
to a request for accessibility from a citizen.**

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

Audit Update

Auditor Ben Vance gave an overview of the Fiscal Year 2013 – 2014 audit and stated it was unqualified and about as good as last year's audit.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to approve the Minutes of the Regular Meeting on June 16, 2015 and the Special Meeting of June 24, 2015. All in favor; Motion carried 5-0.

Port St. Joe Redevelopment Association (PSJRA)

PSJRA Chairman Rex Buzzett noted the premier documentary showing of *The Rescue and Relocation of the Cape San Blas Lighthouse, Keepers Quarters' and Oil Shed* would be held at the First United Methodist Church on Thursday, July 30, 2015. He also noted that the playground equipment at the Washington Gym is approximately 95% complete, plans for the William J. Rish Parking Lot have been revised and the grant for the Port Theater Building went through.

CITY ATTORNEY – Tom Gibson

Ordinance 514: Overnight Parking – First Reading A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to read by Title only. All in favor; Motion carried 5-0. Attorney Gibson read by Title only.

Mr. Gibson provided the Commissioner with a rough draft of the Declarations of Covenants, Conditions and Restrictions for the lots that will be for sale at the old Gulf Pines Hospital site. He asked for comments or concerns from the Commissioners to incorporate in the document.

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to name the new subdivision Patton Park Subdivision. All in favor, motion carried 5-0.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Gulf Pines Hospital Site – Most of the work has been completed and should be finished shortly.

City Budget – Staff has completed their draft of the FY '15 – '16 Budget and has requested a Workshop to begin reviewing the budget. The first Workshop will be held on July 21, 2015, at 5:00 P.M.

Yard Debris Laydown Yard – Permits have been turned in to DEP, Staff has met with the vendor and there is no cost to the City. Staff has requested that Liability Insurance be provided by the vendor. A Motion was made by Commissioner Ashbrook, second by Commissioner McCroan, to move forward with the project. All in Favor; Motion carried 5-0.

Centennial Building Roof – Contractor Jerry Wilson, BITEC representatives and Staff met at the Centennial Building today. The Port St. Joe Fire Department sprayed water on the roof and numerous leaks were noted around the down spouts. Mr. Wilson will be applying sealants in hopes of correcting the problems.

League of Cities Annual Conference – Cost and information was provided for the Conference. Mayor Patterson stated he would like to attend and Commissioner Thursbay also asked to attend. A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, for two Commissioners to attend the conference. The City will pay the expenses of the two attendees, the cost of any guests attending would be the responsibility of the Commissioner, and attendees are to be rotated each year. All in Favor; Motion carried 5-0.

Utility Billing Write-Off Policy – For the record, Commissioner Thursbay stated he was tired of hearing that 3 Commissioners were responsible for the large amount of charges that are being written off and that they are also giving water away. He stated that these statements are not true.

City Staff was tasked to tweak the current policy. Suggested changes include the requirement of an invoice from a certified plumber and to allow leak adjustments on water for residential customers only. Staff will have a draft of the new policy for the next meeting.

20th Street Stop Signs: Mayor Patterson – After talking with additional citizens, Mayor Patterson has found that no one wants four way stop signs or speed bumps. He suggested that speed limits be lowered.

John Grantland noted there are various speed limits throughout town and he is preparing information on this.

Karen Spratt shared her concerns of excessive speeds in the First United Methodist Church area. She noted that speed limits are posted but not observed.

Consensus of the Commission was for the Police Department to write tickets to drivers not observing the posted speed limit signs.

New Business

Light Pole Inspection – Mr. Anderson noted that a light pole had fallen at the girls' softball field and there is a need for the light poles to be inspected and / or repaired in the near future. Staff will work with Duke Energy to see if they have someone to inspect the poles.

Request to open Washington Gym: Raye Bailey – A Motion was made by Commissioner McCroan, second by Commissioner Ashbrook, to grant this request. All in favor; Motion carried 5-0.

Lime Slurry Bids – The Northwest Florida Water Management District will provided \$350,000 in grant funds for the Lime Slurry equipment and water line replacement between Highway 71 and Tenth Street from Long Avenue to Monument Avenue. A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to reject all bids that were received for the Lime Slurry portion of the grant as the bids would not leave enough money for the line replacement portion of the grant. All in favor; Motion carried 5-0.

A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to rebid the Lime Slurry portion of the grant and to separate the cost of the equipment and the construction. All in favor; Motion carried 5-0.

A Motion was made by Commissioner McCroan, second by Commissioner Thursbay, to bid the materials for the water line distribution portion of the grant. All in favor; Motion carried 5-0.

Property Taxes DR-420 – A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to set the FY '15-'16 Millage rate at 4.5914. This is a preliminary increase of 1 Mill and will be for planning purposes. All in favor; Motion carried 5-0.

Municode Update – A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to update the Municode system for approximately \$3,708.56 for Ordinances 478 - 515. This includes updates on the website and hard copies for existing books. All in favor; Motion carried 5-0.

Fee Waiver Request: American Legion Post 116 – A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to grant the request of the American Legion. All in favor. Motion carried 5-0.

Marketing and Advertising of Gulf Pines Lots: Commissioner Thursbay – A request was made by Commissioner Thursbay that a broad market be used to advertise the sale of the lots.

Commission Meetings on You Tube: Commissioner Ashbrook – A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to place the Commission Meetings on You Tube. All in favor; Motion carried 5-0.

Centennial Park Swing Set: Mayor Patterson – A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to purchase a Single Bay Bipod Swing Set with strap seats for \$2,550 through BSN who has a local sales representative. All in favor; Motion carried 5-0.

Mr. Anderson noted there will be a Town Hall Meeting in the Gulf County Board of County Commissioners Board Room at 6:00 P.M., on Wednesday, July 15, 2015, with the PACES Foundation to discuss their local housing project. Plans were received today and are available for review at the City's Building Department.

Public Works – John Grantland did not have anything to report. Mayor Patterson expressed his appreciation to Mr. Grantland for all the work he has done around town at the Mayor's request.

Surface Water Plant – Larry McClamma

Tenth Street Tank – Mr. McClamma requested that Attorney Gibson review the maintenance agreement with Utility Service to determine to City's obligation if the tank is taken off line. Mr. Gibson will review the contract.

Wastewater Plant – Lynn Todd

Algae Control Options: Sonic Unit Quote – A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to purchase 6 SS Sonic units at a cost of \$39,030 from Allied Group USA Inc., as a sole source provider and this is an Emergency situation. The purchase will be made with BP Funds. All in favor; Motion carried 5-0.

Lagoon Pipe Replacement Quote – A Motion was made by Commissioner McCroan, second by Commissioner Buzzett, to proceed with the Lagoon Pond pipe replacement at a cost of \$27,673. This is an Emergency issue and funds from the old Sewer Headworks cleanup will be used to fund the project. All in favor; Motion carried 5-0.

City Engineer - Clay Smallwood, III

Mr. Smallwood did not have anything to update the Commission on as current projects had already been discussed. He did note that the state did not approve funding for stormwater drainage projects.

Code Enforcement

Mr. Burkett's report was reviewed, no action was taken.

Mayor Patterson commended Mr. Burkett for the work being done with code enforcement. He feels that things are going in the right direction, asked that everyone support the improvements and please call the City if you see trash being dumped on the City roadways.

Police Department – Chief Herring

The Police Department is partnering with Diana Burkett and the Christian Community Development Fund to check on local senior citizens through the KISS (Keeping Independent Seniors Safe) Program. Commissioner Thursbay encouraged anyone needing assistance to call the Police Department at 227-1414.

City Clerk – Charlotte Pierce

Mrs. Pierce did not have anything to report.

Citizens to be Heard

Ann White requested that future meeting of the Commission be held in a ground floor meeting area.

Discussion Items by Commissioners

Commissioner Buzzett presented the Commission with a picture made of the 2015 Port St. Joe Dixie Youth Baseball teams at their Day of Baseball.

Commissioner McCroan did not have anything to discuss.

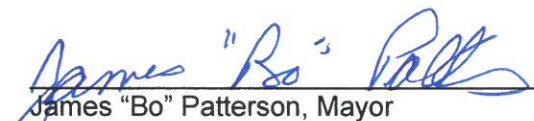
Commissioner Ashbrook thanked the department heads for giving him a tour of their respective departments and noted they had been very helpful. He also shared that he has an on line Blog and the City meetings will be on his website.

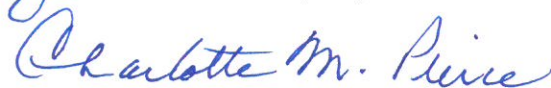
Commissioner Thursbay did not have anything to share.

Mayor Patterson reminded everyone that the Port St. Joe Port Authority will be meeting at Gulf Coast State College tomorrow at 10:00 A.M.

A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to adjourn the Meeting at 7:43 P.M.

Approved this 21st day of July 2015.


James "Bo" Patterson, Mayor


Charlotte M. Pierce, City Clerk

7/22/2015
Date

7/22/15
Date