

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, April 18, 2017, AT 6:00 P.M.**

The following were present: Mayor Patterson, Commissioners Lowry, and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce, and Attorney Clinton McCahill were also present. Commissioners Ashbrook and Buzzett joined the meeting after it was called to order.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to approve the Minutes of the Regular Meeting on April 4, 2017, and the Special Commission Meeting of April 11, 2017. All in favor; Motion carried 3-0.

Mayor Patterson moved the Public Works Report up in the meeting so Mr. Grantland could attend his son's ballgame.

Commissioner Buzzett joined the meeting at 6:02 and Commissioner Ashbrook joined the meeting at 6:07 P.M.

Public Works – John Grantland

Utility Permit – After discussion, it was the consensus of the Commission that there needs to be either an Ordinance or Resolution that sets a Permit Fee, provides for charges incurred when a City employee is needed and allows for a penalty fee when a contractor fails to get a permit. Staff is to contact other cities to see what they have for this type permit. A draft Ordinance / Resolution is to be prepared for the May 2nd meeting.

PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA)

Lighthouse Keepers' Quarters Renovation; RFP 2017-01, Request to Award Bid:

Commissioner Buzzett updated the Commission on the bidding process and noted that the following were the low bidders for the project.

Philco (AC Only) \$13,925; Current Solutions (Electric only) \$12,800; Combs Construction (Exterior of Building) \$37,400. As Executive Director of the PSJRA, Bill Kennedy will serve as the General Contractor for the Project.

A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to approve the bids pending state approval. All in favor; Motion carried 5-0.

PDRB Recommendation

Modular Home Building Permit – Shannon Winfield, 170 Avenue E:

Consensus of the Commission was that this should be handled at City Staff level by the Building Department and did not need to come before the Commission. The recommendation of the Planning Development and Review Board was to approve the permit. It was noted that all future permits will be handled by the Building Department and requests will not be sent to the Commission.

CITY ATTORNEY –

Resolution 2017-04, Proposed Home Rule Legislative Bills – Attorney McCahill read Resolution 2017-04 by Title only.

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to approve Resolution 2017-04. All in favor; Motion carried 5-0.

Resolution 2017-05, Fishing Regulations – Attorney McCahill read Resolution 2017-05 by Title only.

A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to approve Resolution 2017-05. All in favor; Motion carried 5-0.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Commerce Park Lot Utilities Update – Staff continues to work on the relocation of the utilities. The agreement for the property closes Friday and an extension of 10 days may be needed.

CDBG Grant Update – Bruce Ballister: Mr. Ballister noted that the grant is on track, and there is a new grant reviewer that has held all grants to higher review standards. He anticipates receiving the Notification for Release of Funds soon and once that is received, advertising may begin for construction.

New Business

Road Abandonment Request – Kay Haddock: This item was Tabled.

Escrow Deposit – Commerce Park Lot: A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to refund the Escrow Deposit in the amount of \$500 to Franky Williams who originally wanted to purchase the property but did not complete the transaction. All in favor; Motion carried 5-0.

St. Joe Co. Payment Request – A request has been received from the St. Joe Company for their portion of 50% of all new sewer connections made from Windmark to Overstreet. This was a previous agreement and will expire in May of 2018. Funds collected to date total \$123,552.80 less \$29,200 credit in unpaid Tap Fees. A check in the amount of \$94,352.80 will be remitted to the St. Joe Company. Commissioner Buzzett commended Staff for their work done on this.

FRDAP Committee Membership – A Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to add Jessie Pippin and Kari Williams to the FRDAP Committee. These names were submitted by Sara Hinds of the Gulf County Health Department. All in favor; Motion carried 5-0.

Surface Water Plant – Larry McClamma shared that Liquid Engineering had cleaned out and inspected the 2,000,000 gallon ground storage tank at the plant. Their report was that the tank is in overall good condition.

Financial Analyst – Mike Lacour advised that the playground equipment for Dooder Parker Park has been ordered and should be here in 6-8 weeks.

Wastewater Plant – Kevin Pettis noted that Biological Dredging along with Environmental Associates of LA added product to the lagoon. They will sample tomorrow and several more times over the next few months to check the PH and DO of the lagoon. Indications are that previous treatments to the lagoon have removed more sludge than originally thought. The plant is running well and they are continuing to spray.

City Engineer – Clay Smallwood, III

Project Updates -

Frank Pate Park Boat Ramp Improvements – Sheet piling has been delivered, it will be installed this Thursday, and the contractor is gearing up this week for the project. Complaints have been received about the lack of work going on but the contractor has assured Mr. Smallwood the project will be finished on time.

Long Avenue – Staff has the plans for the project.

Jones Homestead Sewer – Dewberry / Preble-Rish continues to work on the Task Order.

Code Enforcement –

General Update – Mr. Burkett's report was reviewed, no action was required.

Police Department – Chief Matt Herring shared that the Cadet Unit received a funding grant from the Tapper Foundation today. He expressed his appreciation to the foundation for the funding.

The Port St. Joe Police Department Public Safety Day will be held on June 24, 2017, from 10 A.M. to 2 P.M. in the parking lot around First Baptist Church. Participation commitments have been received from 15 police departments, 4 sheriff's departments, Bay County Bomb Squad, EMS, Life flight helicopter, Coast Guard for a boat, Gulf County Health Department, and Emergency Operations Center. Hospitality items will be provided by First Baptist Church and Centennial Bank.

City Clerk – Charlotte Pierce did not have anything to share.

Citizens to be Heard –

Chester Davis, NPSJ PAC, invited the Commissioners to their 11 A.M. meeting on April 22, 2017, at Philadelphia Primitive Baptist Church, 261 Avenue D. Representatives from Gateway Apartments and the PACES Foundation will be present to discuss applications for residency at the apartments.

Pastor Davis also asked if a blight and amnesty pickup could be scheduled. Mr. Anderson shared that in the past, Amnesty Day covered only paint, oils, etc., and they had to be delivered to a predetermined location. Roadside pickups, other than yard debris, require a special pickup because our current tipping fees from Waste Pro are \$51.50 a ton.

Mr. Davis inquired as to whether the county was going to be able to burn debris from the houses to be demolished.

Letha Mathews asked what qualifies as "blighted." Mr. Anderson responded that a request will need to be made to the City Code Enforcement Officer who maintains a list of the requests.

Discussion Items by Commissioners

Commissioner Buzzett thanked the Tapper Foundation for their generosity and noted \$70,000 was given to local organizations today. He encouraged citizens to thank Trish Tapper Warriner and David for their continued philanthropy to our area.

Commissioner Lowry did not have anything to discuss.

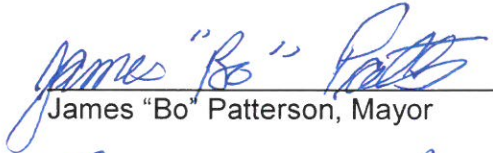
Commissioner Ashbrook reminded everyone to be sure and vote in the upcoming election.

Commissioner Thursbay noted that he had visited with some of the "finest people on earth" while campaigning, was blessed to live here, reminded everyone of the forthcoming election and encouraged the citizens to vote.

Mayor Patterson asked if customers were 2 months behind when their water service is discontinued. Mr. Anderson responded that the policy can be "tightened up" through Ordinance and needs direction from the Commission on their wishes.

A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to adjourn the Meeting at 6:45 P.M.

Approved this 2nd day of May 2017.


James "Bo" Patterson, Mayor

5/3/2017
Date


Charlotte M. Pierce, City Clerk

5/3/2017
Date