

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, February 5, 2019, at Noon.**

The following were present: Mayor Patterson, Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Adam Albritton were also present.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of January 15, 2019. All in favor; Motion carried 5-0.

Building Department Update – Bo Creel updated the Commission on the number of permits that have been issued, and answered questions concerning individuals pulling their own permits for contractors.

Port St. Joe Redevelopment Agency – No update was provided.

City Attorney –

Ordinance 551 – Emergency Flood Plain Management Regulations – Attorney Albritton read Ordinance 551 by Title. A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to adopt Ordinance 551. All in favor; Motion carried 5-0.

Resolution 2019-02, CDBG Procurement Policy (Handout) – A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to adopt Resolution 2019-02. All in favor; Motion carried 5-0.

Holland and Knight Update – Attorney Albritton shared information from a phone conference on January 24, 2019. Commissioner Ashbrook volunteered to represent the City in Washington, DC should a trip be necessary. Consensus of the Commission was for Commissioner Ashbrook to represent the City.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

SRF Funding Request – Hurricane Damage: A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the SRF Funding Request in the amount of \$635,732. All in favor; Motion carried 5-0.

Legislative Budget Request – A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to submit an Appropriations Project Request – Fiscal Year 2019-20 to the office of former Representative Beshears for each of the following projects: Centennial Building Repairs due to Hurricane Michael; Lagoon Maintenance – Year 2; Park System Repairs due to Hurricane Michael. All in favor; Motion carried 5-0.

Trash Service Bids – After a lengthy discussion by Commissioners, a hand out from Ralph Mills and his comments to the Commission, a Motion was made by Commissioner Hoffman to reject both bids. The Motion died for a lack of a second.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to award the Trash Service contract to BCC. Motion carried 4-1 with Commissioner Hoffman voting no.

MLK Rezoning Update – March 12, 2019, PDRB; March 19, 2019, City Commission: Mr. Anderson shared these dates and noted the request from the NPSJ PAC would be addressed with each entity.

Hurricane Michael:

FEMA Disaster Recovery Center – City Fire Station: Phillip Hammersla, Federal Emergency Management Agency Governmental Affairs Manager, shared that FEMA has established a Disaster Recovery Center in the Port St. Joe Fire Department and encouraged citizens to take advantage of the site.

Debris Removal Deadline - Mr. Anderson noted a verbal commitment had been made to extend the debris pickup for 45 days but he cautioned we had not received anything in writing.

SBA – No one from SBA attended the meeting.

New Business

Grant Writer – Commissioner Hoffman: Consensus of the Commission was to reach out to the Public Adjuster that will be hired to utilize someone on their staff for hurricane recovery grants.

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to provide a RFQ for firms experienced in governmental grants for future projects. All in favor; Motion carried 5-0.

RESTORE Act Pot 3 Money – Commissioner Hoffman: After a lengthy discussion, a Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to request that Pot 3 money previously considered for purchase of the Gulf Aire Sewer be changed to help with lift station repairs. Motion carried 3-2 with Mayor Patterson and Commissioner Lowry voting no.

Utility Billing Write-Off Policy – Mayor Patterson: A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, that the water write-off policy mirror the sewer write-off policy. All in favor; Motion carried 5-0.

Public Works – John Grantland shared that bids are out for the 6th and 7th Street drainage issues.

Commissioner Hoffman requested that the protocol on bidding projects be reviewed. He feels that if the money is budgeted for an item, the supervisor should be able to bid rather than having to wait on a Commission meeting.

Surface Water Plant – Larry McClamma: In the absence of Mr. McClamma, Mr. Anderson shared that the ground storage tank had been cleaned, no issues were found, and the water quality is improving.

Wastewater Plant – Kevin Pettis

Mr. Pettis noted there is 2' of free board in the pond, spraying will be reduced from 7 days to 6 days per week and the number of days for spraying will be reduced as the free board space in the pond increases.

Filter Replacement Panels

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to purchase 100 stainless steel filters to replace those busted as a sole source from AAG in the amount of \$13,900. All in favor; Motion carried 5-0.

Finance Director – Mike Lacour noted he continues to work with the insurance agents and FEMA on hurricane damage.

City Engineer – Clay Smallwood, III

Langston Drive Sidewalk Update - A pre-construction meeting date has been established for Thursday.

Garrison Avenue SCOP Grant Design Task Order – A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the Design Task Order for Garrison Avenue, Phase II, in the amount of \$55,300 for Dewberry. All in favor; Motion carried 5-0.

Dooder Parker and Frank Pate Park Task Orders Update – The Task Orders have been provided.

Trail Lighting Update – A revised Scope of Work is being completed.

Road Paving, Update on Current Projects – Williams Avenue and the intersection of First Street and Reid Avenue have been completed. The contractor lacks the work on Eighth Street.

Code Enforcement no action was required.

Police Department – Chief Matt Herring did not have any updates for the Commission.

Commissioner Ashbrook asked about signage on First Street and Highway 98 to clarify the turning lane and vehicles going forward.

John Grantland requested the assistance of the Police Department in dealing with citizens allowing their dogs to run on the Tenth Street ball fields. He noted these are for sports, players should not have to play between the dogs' poop, and they were not designed for citizens to release their dogs in the fenced area.

City Clerk - Charlotte Pierce did not have anything for the Commission.

Citizens to be Heard –

Randy Raffield shared that he is working with WTS Tractor Service, which is new to our area, and wanted the Commission to be aware of the services offered by the company.

Discussion Items by Commissioners

Commissioner Langston shared that he is working with Letha Mathews and Jill Bebee on the garden.

Commissioner Ashbrook noted the upswing in permits being issued by the building department and encouraged everyone to “hang in there” as recovery is beginning. He shared his concerns about the Ad Valorem taxes and what they may yield this year.

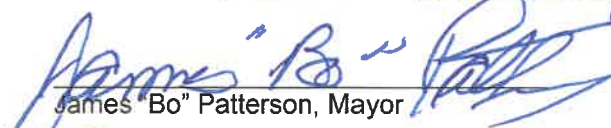
Commissioner Lowry mentioned his concerns about the ad taxes, as well as the funds for water and sewer. He also requested a Letter of Support for the Gulf County Triumph Application.

Commissioner Hoffman has visited the marina and is pleased with the progress that is being made. He noted the cleanup / restoring that is taking place throughout the City and is concerned about people coming to Port St. Joe.

Mayor Patterson thanked those present for attending the meeting.

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to adjourn the meeting at 2:00 P.M.

Approved this 19th day of February 2019.


James "Bo" Patterson, Mayor


Charlotte M. Pierce, City Clerk

2/19/19
Date

2/19/19
Date