

**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 2, 2021, at Noon.**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, and Langston. Commissioner Brett Lowry was absent. City Manager Jim Anderson, Finance Director Michael Lacour, and City Attorney Clinton McCahill were also present.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of January 19, 2021. All in favor; Motion carried 4-0.

Citizens of Gulf County Recovery Team Update – Nancy Stuart – St. Vincent De Paul funding has not been renewed. All active cases are being transitioned to the CDBG funding program. The state is accepting applications for the Rebuild Florida program. The Rebuild Florida office is located at 109 Trade Circle West.

City Attorney –

Ordinance 579 Commissioners Fee to Run for Office 2020 Election Cycle - Supervisor of Elections John Hanlon was on hand to answer questions about the city's options related to changing the qualifying fees to allow candidates to qualify via petition to run for office. Also, he discussed the options for moving election dates. Changes to the city charter are going to have to be made in order to make the proposed election changes work. Attorney McCahill is going to continue to review our options for changes to the charter, petition filing, moving election dates to the primary dates, extension of commission terms caused by any changes and work on a revised Ordinance 579.

Damaged Fire Hydrant on Long Avenue – Attorney McCahill requested guidance on moving forward with legal action to attempt to collect damages for fire hydrant in small claims court. The Commission elected not to move forward with the claim.

Old Business –

Coronavirus (COVID-19) Update –

Distributed COVID-19 update sheet from Department of Health.

Vaccine stipend – Mayor Buzzett - A motion by Commissioner Hoffman to approve a retroactive 4 hour pay stipend to all employees that complete the COVID19 Vaccination series. Second by Commissioner Ashbrook. All in favor; Motion carried 4-0.

Moratorium on city building rentals is still in place.

Resolution 2020-02 State of Emergency, is still in place.

New Business –

Naming of 3rd Street Promenade – Mayor Buzzett would like to name the 3rd Street Promenade in memory of Bill Kennedy. Commissioner Ashbrook would be willing to move forward with naming the Promenade if we also move forward with naming the Outside Basketball Court at Peters Park in honor of Amos Pittman. Commission Langston agreed with naming both facilities. A motion by Commissioner Ashbrook to approve naming of the 3rd Street Promenade for Bill Kennedy and the Outside Basketball Court in honor of the teams during that four-year period that they were led by Amos Pittman. Second by Commissioner Langston. All in favor; Motion carried 4-0.

Mayor Buzzett discussed establishing written criteria for naming City facilities. Commissioner Ashbrook proposed a moratorium on naming facilities until we can set up of a system or process to name facilities within the city. A motion was made by Commissioner Ashbrook to put a moratorium on naming city facilities until we can establish naming procedures. Second by Commissioner Langston. All in favor; Motion carried 4-0.

Current City Projects – Discussion – Review of current projects.

Public Works – John Grantland – Garrison Avenue patch work is done. A discussion was held about the need to pave one road a year in the city.

Surface Water Plant – Larry McClamma - Dunn Industrial is working on the clarifiers. A Hand out was given on the proposed pilot study on the viability of installing green sand filters to improve water quality. Green Sand filter can help us contain manganese levels in our water. Estimated installation cost of Green Sand filter to be about \$750,000. Sidney Harris asked if this installation would increase water costs to citizens. Commissioners agreed to look at Grant funding options if the Pilot Study is successful.

Wastewater Plant – Kevin Pettis- Jim Anderson; update on Waste Water projects.

Finance Director – Mike Lacour

Boat Ramp Pay Machine- The Ventek pay station is in production, we don't have an installation date yet. Mayor Buzzett requested current sticker holders be notified about the changes to the boat ramp. Additional signage is in production. Commissioner Hoffman asked that we remove the partially installed sign at ramp.

Tennis Courts – The Contractor has not scheduled the repair work as of today as they need warmer temperatures.

FEMA update – Update on \$418K. The Emergency funding reimbursement is still in process. We've received \$272,000. An additional \$78,000 is expected to be approved by the end of the week. Our open project is still moving forward.

City Engineer – Josh Baxley

Stormwater Master Plan - Master Map and Draft Report have been submitted to NFWFMD for review.

Walking Path FDOT Grant Update - The project construction is underway.

CDBG Grant Update – The Contractor is working on the CIPP lining and we are a few weeks out from Pipe bursting.

First Street Lift Station and Long Avenue SRF Application Update - DEI is currently working on preparation of the bid documentation. We are still waiting on SRF to approve us going out for bid.

NRCS – Project is out for bid.

Code Enforcement –

RFP 2020-25, 1412 Palm Blvd, Parcel #05178-000R - Request to Award Bid: A motion by Commissioner Ashbrook to approve the low bidder Able Services. Second by Commissioner Hoffman. All in favor; Motion carried 4-0.

RFP 2020-26, 104 MLK, Parcel #05700-000R - Request to Award Bid, A motion by Commissioner Hoffman to approve low bidder State Contractors, LLC. Second by Commissioner Langston. All in favor; Motion carried 4-0.

Police Department – Chief Richards: Discussion Promotion of Sergeant Burch to Lieutenant and the promotion of Officer Morrison to Sergeant. He also informed the Commission that we would be advertising to hire a replacement police officer for Morrison’s position. Commissioner Hoffman discussed the current vehicle take home policy and need to expand our hiring options with any quality candidates.

City Clerk – Charlotte Pierce - Jim Anderson

Jim reviewed the new Grant update report and also presented the board with the City’s election timeline.

Citizens to be Heard – None

Discussion Items by Commissioners –

Commissioner Ashbrook – Thanked the board for the positive working relationship with current members.

Commissioner Langston – Thanked Public Works and City staff for the improvements to the cemetery and Washington gym outdoor courts.

Mayor Buzzett – Presented a picture of the new city pier that was provided by Nancy and Jack Blake.


Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:29 P.M.

Approved this 16th day of February 2021.



Rex Buzzett, Mayor



Michael Lacour, Finance Director

2/16/21

Date

2/16/21

Date