

**MINUTES OF THE SOCIAL MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, December 14, 2021, at Noon.**

The following were present: Mayor Buzzett and Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Langston, second by Commissioner Ashbrook, to approve the Minutes of the Regular Meeting of December 7, 2021. All in favor; Motion carried 5-0.

City Engineer – Josh Baxley

Maddox Park Gazebo

Bids for this project will be received on December 21, 2021.

First Street Lift Station and Long Avenue Water / Sewer Project

This project is under construction.

First Street Sewer Repairs and Paving

The project will be submitted to FDOT for their review this week.

Clifford Sims Park Plan

This project is currently in design.

Avenues C, D and Long Avenue Paving Task Order

Task Orders are being prepared for each street.

City Attorney –

Food Truck Ordinance Update

Attorney McCahill asked that Commissioners get with him if they have any questions or comments about the Ordinance. A Workshop was scheduled for January 18, 2021, at 11:00 A.M. to discuss the Ordinance.

Ordinance 595 Large Scale Plan Amendment - Port Planning Area; Second Reading and Adoption

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to have the Second Reading and Adoption of Ordinance 595. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 595 by Title only.

Workforce Housing MOU

A Motion was Made by Commissioner Ashbrook, second by Commissioners Langston, to approve the Workforce Housing MOU with Oikos Development Corporation. All in favor; Motion carried 5-0.

Michael Snodgrass thanked the Commission for approving the MOU and stated the Oikos Development Corporation is looking forward to working with the City on this project.

Old Business

City Projects

Mr. Anderson shared that the First Street Lift Station and Long Avenue Water / Sewer Project should be tied into the First Street Lift Station around the first of the year. A lot of engineering is being done, Task Orders for road paving and the Washington Gym are being prepared.

Covid-19 Update Mayor Buzzett

Mayor Buzzett shared that the Gulf County Health Department has not seen, nor do they anticipate, the Omicron Virus in Gulf County. He noted that the Health Department continues to offer free testing, vaccines, and flu shots.

New Business –

Resolution 2021-17 Employee Pay Scale Update

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to adopt the revised Employee Pay Scale to include a Mechanic and Carpenter position salary range update. All in favor; Motion carried 5-0.

Boat Slip Rental Agreement, William Little – Commissioner Hoffman

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to approve the Boat Slip Rental Agreement as presented in the Agenda. All in favor; Motion carried 5-0.

PSJRA Membership

This item was Tabled. PSJRA Chairman, David Ashbrook, shared that Loretta Costin had requested that her name be removed from consideration.

Road Striping – Mayor Buzzett

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to approve the striping of the roads listed in the quote provided by Emerald Coast Striping in the amount of \$34,312.00. All in favor; Motion carried 5-0. Funds for the project are to come from FEMA and Insurance Contingency accounts.

Employee Bonus – Commissioner Hoffman

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to give each fulltime, parttime, and Volunteer Firefighter, a \$250 Employee Appreciation Bonus. Departments that have open positions will use funds allotted for that position to offset the cost of the bonus for their department. Funding for departments with no vacancies will come from contingency dollars. All in favor; Motion carried 5-0.

Public Works – John Grantland

Water Meter Replacement

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to purchase 912 Allegro Customer Loyalty Water Meters from a Sole Source Provider, Consolidated Pipe and Supply Company, Inc., in the amount of \$201,752.64. All in favor; Motion carried 5-0. Mr. Grantland noted this will complete the last phase of water meter replacement in our system and everyone will be on the same type meter.

Surface Water Plant – Larry McClamma

Mr. McClamma was running the plant and unable to attend the meeting. Mr. Anderson shared the plant is running smoothly, and Mr. McClamma is currently advertising for an Operator that has a FL DEP License.

Wastewater Plant – Kevin Pettis

Mr. Pettis noted that there is 3' of freeboard in the lagoon, staff is working on the spray fields, they will begin pushing water next month, and because of the warmer weather, there are still small amounts of Algae. A Sonic Disrupter, to help with the Algae, has been ordered and he anticipates it will be in by the end of next month. There is a Solar Bee Maintenance Program for the life of Solar Bees and he recommends taking advantage of the program.

Finance Director – Mike Lacour

Mr. Lacour shared that the two FRDAP Grants are still on hold while the property surveys are being completed. The Disc Golf Course has been laid out at Buck Griffin Lake, the course for the Washington Complex will be flagged soon. Maddox Park Bids are due next week and the relocation of the bathrooms at the part will have to be approved by FEMA. Paperwork for the auditors is being compiled.

Code Enforcement –

Mr. Anderson shared that there are Code Violation Hearings scheduled for later this month.

Police Department – Chief Richards

Chief Richards did not have any updates for the Commission, but noted the parade went well.

Mayor Buzzett commended Chief Richards and his department for keeping the parade area safe.

City Clerk – Charlotte Pierce

Grants Update –

Clerk Pierce shared that City Staff continues to work with our grant writers, the Ferguson Group, on the availability of grants for the City.

She shared that a representative of the Florida Communities Trust had visited the 3 parcels in Port St. Joe and was very pleased with each site.

Mayor Buzzett and the Commissioners thanked City Staff for all the hard work that was done to have such a large parade that was attend by many, many people. Numerous compliments have been received by the Commission about the parade.

Citizens to be Heard –

No citizens addressed the Commission.

Discussion Items by Commissioners

Commissioner Hoffman noted the Employee Appreciation Lunch on Wednesday, December 21, 2021, at noon. He wished everyone a Merry Christmas, Happy Holidays, safe travels, and shared it would be back to business after the holidays.

Commissioner Lowry stated that the County would like to propose a deal to advertise for a tenant at the old Transfer Station location on County Road 382. Attorney McCahill reminded the Commission there is a revertible clause that the location must be a Transfer Station and he will talk with County Attorney, Jeremy Novak, about this.

Commissioner Ashbrook wished everyone a Merry Christmas, Happy New Year, and to be safe.

Commissioner Langston asked that the light at the corner of First Street and Dr. Langston Drive be checked as it is out. He wished everyone a Merry Christmas, Happy New Year, to be safe, and continue to work together for the betterment of the City.

Mayor Buzzett shared that he has received a number of compliments on the lights on the lighthouse and the view that they provide.

He noted that the Christmas Parade was outstanding, stated that he has received many compliments on it, and thanked everyone again for all of their hard work to make it possible. The Mayor wished everyone a Merry Christmas, Happy New Year, and stated he was looking forward to 2022.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:00 P.M.

Approved this 4th day of January 2022.


Rex Buzzett Mayor

1/4/22
Date


Charlotte M. Pierce, City Clerk

1/4/22
Date