

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, September 20, 2022, at Noon.**

The following were present: Mayor Buzzett, 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 Ashbrook, second by Commissioner Langston, to approve the Minutes of the Workshop Meeting of August 16, 2022, the Regular Meeting of August 16, 2022, the Special Meeting of August 23, 2022, the Workshop Meeting of August 23, 2022, the Joint City / County Workshop Meeting of August 25, 2022, and the Special Meeting of September 13, 2022. All in favor; Motion carried 5-0.

City Engineer – Josh Baxley

Long Avenue Water / Sewer / Paving –

BLD will begin mobilizing for video and cleaning of sewer laterals on September 20, 2022. The lateral lining is scheduled to begin on October 1, 2022. Long Avenue paving is out for bid.

Avenues C, D, and Dr. Joe Parking Lot Paving –

This project is out for bid.

First Street Paving –

A Motion was made by Commissioners Hoffman, second by Commissioner Langston, to use City funds for the \$76,314 needed for the project to cover design work from Dewberry and CEI services from SCE. All in favor; Motion carried 5-0. FDOT notified the City that they did not have any additional funds for this project.

Downtown Utility Improvements

This has been submitted to SRF.

Beacon Hill Sewer Design

The survey, master lift station capacity design and low-pressure sewer system capacity design have been completed. Dewberry is currently working on the master lift station design and low-pressure system layout. They will meet with City Staff next week to review the master lift station design.

Sewer Plant Improvements

Dewberry assisted the City in submitting a grant application to perform a Facilities Plan Study of the current Wastewater Treatment Facility. Dewberry will be meeting with Kevin Pettis to discuss

updating the current water model for the 18' transmission main to see if the current pumps can be upgraded to increase effluent discharge.

City Attorney –

ESAD Sewer, Memorandum of Understanding Update, Joint City / County Workshop September 21, 2022, at 5:00 P.M.

A discussion was held concerning the length of time it will take for the needed work to be completed before the purchase of the ESAD Sewer. The agreement was returned to the County with verbiage that there would be no way to misconstrue that the City will own the system. Timing of the project is critical.

Resolution 2022-12 Dumping Fees Price Change

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to adopt Resolution 2022-12. All in favor; Motion carried 5-0. This increase will be to haulers from out of county and not local residents.

Old Business

City Projects

Mr. Anderson shared that the Washington Gym Sidewalk Cover has been completed. Outdoor Exercise Equipment and Disc Golf Improvements have been completed at Dooder Parker Park and the Washington Gym Complex.

New Business –

Boat Dockage at Clifford Sims Park

Commissioners shared their thoughts on the letter from the St. Joe Company, Bill Little a boat captain addressed the Commission.

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, for the current lease with boat captains to remain in place until December 31, 2022, and seek an opinion from the Attorney General on the issue of water rights for docking. All in favor; Motion carried 5-0.

Christy McElroy shared her concerns on the issue.

Government Complex Property – Commissioner Hoffman

FL DEP notified the City that approximately 2.05 acres of the 5.21 acres purchased from the St. Joe Company for the new City Hall, Police Department, and Fire Station shows a FDEP Covenant Coverage area because of contamination.

Commissioners express their concerns about this, why it was not disclosed at the signing, and asked for other pieces of property that could possibly be considered. The Title Insurance Company has been notified of the issue and will be making some form of restitution on the project.

Exercise Equipment Covered Shelters

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to accept the quote from Tooltime Buildings of \$20,832 total for covered shelters for the exercise equipment at

Dooder Parker Park and the Washington Gym. There is approximately \$13,000 in remaining FRDAP Funds that can be used for this and the balance will come from City funds. Motion passed 3-2. Voting in favor of the Motion were Commissioner Hoffman, Langston, and Lowry. Voting against were Mayor Buzzett and Commissioner Ashbrook.

Change Order #1 Cape San Blas Lighthouse

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the \$2,000 Change Order for the Oil Shed Door. The contractor has been unable to locate an exact door, this will be custom made, and should be completed shortly. All in favor; Motion carried 5-0.

Public Works – John Grantland

RFP 2022-11 Control Panels

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to award the bid to Pump and Process for the Heron Walk Control Panel in the amount of \$147,740. All in favor; Motion carried 5-0. Mr. Grantland requested that the Stone Drive Lift Station be included in next year's budget.

CDBG-DR Engineering Task Order #1

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approved the Anchor CEI Engineering and Inspection Task Order in the amount of \$43,570. All in favor; Motion carried 5-0. This will cover video inspection of the gravity sewer with the exception of Long Avenue and First Street as these segments have already been done.

Surface Water Plant – Larry McClamma

RFP 2022-12 Membrane Caustic Soda 50% Grade

Mr. McClamma noted that only one bid was received, he felt the price was rather high, and asked that this be rebid.

RFP 2022-13 Allied Universal Corporation

Mr. McClamma noted that only one bid was received for this RFP, he felt the price was rather high, and asked that this be rebid.

RFP 2022-14 Liquid Ferric Sulfate

A Motion was made by Commissioner Langston, second by Commissioner Ashbrook, to accept the bid of Kemira of \$543.60 per dry ton delivered. All in favor; Motion carried 5-0. Mr. McClamma anticipates this bid will be a savings of approximately \$9,000 per year.

Wastewater Plant –

Mr. Pettis was out due to illness and Mr. Anderson shared that installation of the backup pump is in progress and the contractor is to be in town today. He noted that Dewberry is working with the City to increase the current line capacity going to the Sprayfields.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour shared that the Clifford Sims Park Project has been moved to Step 6 of 8, and FL PA has sent the project back to FEMA for their final review.

2022-23 Budget Hearing September 27, 2022, at 5:01 P.M.

Mr. Lacour reminded everyone of the Final Budget Hearing next Tuesday, September 27, 2022, at 5:01 P.M. in the Ward Ridge Building.

Code Enforcement –

Mr. Anderson noted that Special Master Hearings have been held and Code Enforcement is working on compliance.

The owners of 185 Avenue B and 318 Avenue D have requested voluntary compliance for the demolition of the structures on their property. The City has asked the County to work together on this and the property will have a Lien on it to recover the cost associated with the demolition.

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to proceed with working with the County on the demolition of the structures and place a Lien on the properties. All in favor; Motion carried 5-0.

Police Department – Chief Richards

Dispatching Contract

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to approve the Dispatching Contract with the Gulf County Sheriff's Department in the amount of \$80,000. All in favor; Motion carried 5-0. Chief Richards noted this is an 11% increase and will be used for salaries.

City Clerk – Charlotte Pierce

The Wave Learning Center Request

Jae Glass and Jera Horton requested the use of the STAC House on Fridays for extracurricular activities for homeschool groups and families. The Wave Learning Center is a 501 c 3 and the ladies requested that fees be waived for the use of the STAC House.

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, for the Wave Learning Center to have the use of the STAC House until the end of the school year after paying the \$100 deposit for non-profit organizations. All in favor; Motion carried 5-0

Grants Update

Clerk Pierce shared that City Staff continues to work with our grant writers on the possibilities of grants for the City.

Citizens to be Heard –

Tim Deasy shared his concerns about mowing of the ditch at his home, 103 Tyler Terrance in Jones Homestead. Mayor Buzzett noted this address is not in the City limits and that Mr. Deasy should discuss this with the County.

Angela Scholl addressed the Commission on the skate park and noted the number one choice of property would be near the Tennis Courts on Gulf County School Board property.

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to work with Superintendent Jim Norton to secure the first-choice property and amend the existing Tennis Court Contract to include the skate park. All in favor; Motion carried 5-0.

Christy McElroy expressed her concerns about the consideration of using the area between 10th and 20th Streets for a skate park or any other project.

Eddie Fields shared the need for additional funds for projects being offered by the Gulf County Senior Citizens Program.

Christy McElroy asked about the study done by the University of Florida concerning Storm Water Mitigation. Mr. Anderson responded that the study is still in progress.

Chester Davis noted his concerns about the condition of the bathrooms at the Concession Stand area of the Washington Gym.

Marvin Davis questioned why his sister was receiving a Utility Bill for trash for her home when she is not living there. Mr. Anderson noted that is a mandatory requirement if you have utilities on and shared that a temporary turn off could be done.

Discussion Items by Commissioners

Neither Commissioners Hoffman, Lowry, Ashbrook, Langston, nor Mayor Buzzett had any other items for discussion

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:55 P.M.


Approved this 4th day of October 2022.



Rex Buzzett, Mayor

10/4/22

Date



Charlotte M. Pierce, City Clerk

10/4/22

Date