

**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 4, 2023, at Noon.**

The following were present: Mayor Buzzett, Commissioners Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Ashbrook joined the meeting at 12:02 P.M.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of March 21, 2023. All in favor; Motion carried 4-0.

Commissioner Ashbrook joined the meeting at 12:02 P.M.

Lt. Mickey Gainnie, Gulf Correction Institute, introduced Warden Scott Payne. Warden Payne thanked the City for their partnership with GCI, the three lawn mowers that were given to them, and complimented Chief Richards and his department on the way they have handled contraband issues with the inmates.

**City Engineer – Josh Baxley**

*Long Avenue Water / Sewer*

The final pay request is under review with SRF.

*Long Avenue Paving*

Drainage piping is complete, and the contractor is working on concrete patches, swales, and ditches.

*Avenues C and D Paving*

Striping is scheduled today for these roads.

*First Street Paving*

Pigott Asphalt is scheduled to begin shoulder work and sod tomorrow, April 5, 2023. Mobilization should begin tomorrow and be completed by the end of next week.

*Beacon Hill Sewer Design*

Revised plans and permit application will be submitted to the City for review and signature this week.

*First Street Water Line Replacement*

Dewberry is currently finalizing the redesign, which utilizes the originally permitted Second Street bore. The revised bid package should be ready next week.

## **City Attorney**

### *Windmark Beach Grinder Pump Agreement*

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve the Windmark Beach Grinder Pump Agreement in the amount of \$74,250. All in favor; Motion carried 5-0. This agreement allows the City to assume 50 additional maintenance agreements for Grinder Pumps. Mr. Grantland noted that there are a number of deficiencies that must be corrected before signing the agreement and the agreement will be sent to D. R. Horton.

## **Old Business**

### *City Projects*

Mr. Anderson shared there will be a lot of paving going on which includes Long Avenue, Avenues C and D, and First Street. The fish grinder station has been delayed for two weeks from the vendor, and City Staff continues to work on ESAD Sewer and the Beacon Hill Sewer.

## **New Business –**

### *Fire Department Surplus*

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to declare the attached inventory list of Analog Radios as surplus for the Port St. Joe Fire Department. All in favor; Motion carried 5-0.

### *July 4<sup>th</sup> Concert Request at the Washington Gym – Casio Pittman*

Commissioner Hoffman reminded the Board that it was his understanding that all documents must be in place before asking for any deviations from the lease. No action was taken on this item.

### *Letter of Support Request – Jim McKnight, EDC Director: Floating Dry Dock, New Airport on Highway 71*

The Commission requested that Mr. McKnight come to the next Commission meeting or have a Workshop to better understand both projects.

## **Public Works – John Grantland**

Mr. Grantland did not have any additional updates for the Commission.

## **Surface Water Plant**

In the absence of Mr. McClamma, Mr. Anderson shared that the Water Quality Report was good and that the City passed each requirement of the test. A copy can be found on the City Website or at City Hall. A link to the website was also noticed on the April water bills.

## **Wastewater Plant**

In the absence of Mr. Pettis, Mr. Anderson shared that the plant is finishing up the filters and they are working on the backup pump at the headworks.

## **Finance Director – Mike Lacour**

Mr. Lacour shared that FEMA anticipates an update by April 15<sup>th</sup> on the Clifford Sims Park Observation deck and that the Annual COVID Report is due on April 30, 2023.

## **Code Enforcement –**

*903 Sixteenth Street – Demo set for April 24, 2023*

Michelle Foskey and James A. Padgett, III, shared their objections to the structure at 903 Sixteenth Street being torn down and requested an extension. This was Tabled until the April 18, 2023 meeting.

*1310 Long Avenue – Demo set for April 24, 2023*

Demolition of this structure is scheduled for April 24, 2023.

*418 and 420 MLK – Voluntary Request for Demo, Susie Clemmons*

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, for City Staff to work with the County to have these structures taken down. All in favor; Motion carried 5-0. The property will have a lien placed on it.

## **Police Department – Chief Richards**

Chief Richards will be working on a Reid Avenue Parking Ordinance. He shared that all issues cannot be resolved with the Ordinance, but he will do his part and then share his recommendations with Attorney McCahill to provide the legal input to it.

## **City Clerk – Charlotte Pierce**

*Grants Update*

Clerk Pierce shared that City Staff continues to work on grant reporting, looking for additional grants, and they are staying very busy with grant compliance.

*Maddox Park Gazebo – Change Order #1 Handout*

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to approve Change Order #1 in the amount of \$16,500 for the Gazebo for additional trim work and painting that were not previously included. This was not an oversight of Monolith but an error in the blueprints. All in favor; Motion carried 5-0.

## **Citizens to be Heard –**

*Christy McElroy* shared her thoughts on the demolition of 903 Sixteenth Street and that Commissioner Ashbrook lacked empathy for the residents.

*Chester Davis* asked for the City's support, not financial, in the second Environmental Cleanup Certification Class. The PAC will be extending invitations to surrounding counties for participants to join the class.

He also asked that the open area near the Likely Building be enclosed to allow additional space for meetings. He stated that the PAC would make all of the improvements at their expense.

Mayor Buzzett requested that a proposal be submitted to the City from the PAC for this.

*Kim Miller* suggested that the Gulf County Long Term Recovery Team could possibly help the owners of 903 Sixteenth Street. She attended the Environmental Cleanup Certification Class graduation and commended them on their accomplishments. Ms. Miller has also attended the presentation by the University of Florida on the Washington School and appreciates their time and efforts.

*Jim Sickels* thanked whoever was responsible for having the exempt signs placed on the railroad crossings on Highway 71. It was noted that Avenue A has not been exempted and that is being worked on.

*Sue Meyer* stated that she did not feel there was anything wrong with the previous decision made by the Commission regarding 903 Sixteenth Street. She is concerned about the people and the others living on the street as there are rodent and domestic issues and residents want to see a resolution to the situation.

*Richard Morgan* shared that he has compassion for the residents of 903 Sixteenth Street, feels that nothing can be done to salvage the house, and he stands behind the previous decision of the Commission.

*Joe Whitmer*, Executive Director Gulf County Chamber of Commerce, thanked the Commission and all City employees for their help with and support of Blues on Reid, noted several items that have not been completed from the Business Workshop held previously, and thanked the Garden Club for all they are doing to beautify Reid Avenue.

### **Discussion Items by Commissioners**

*Commissioner Hoffman* noted several businesses that have not been touched since Hurricane Michael. It was shared that the old flower shop building area will be a walk through to Reid Avenue from the proposed hotel and that the Concrete Plant on Highway 71 had done a little clean up. Commissioner Hoffman requested that the Concrete Plant be sent to a special master hearing for possible demolition.

*Commissioner Lowry* stated that he had compassion for those involved with 903 Sixteenth Street, but they had not shown up for any of the hearings. He also shared the phone calls he had received about the house, things being burned in the back yard, and generators running at night. He stated that now the Commission has another tough decision to make.

*Commissioner Langston* asked why issues about 903 Sixteenth Street were not shared by the owner with the special magistrate, and that they should not have waited until now to discuss this. He feels that the final decision is for everyone and not just the owners.

*Commissioner Ashbrook* stated that he had empathy for the owners and neighbors as well. This notice is from 2022, and he is here to protect the citizens.

*Mayor Buzzett* did not have any additional updates for the Commission.

### **Motion to Adjourn**

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:40 P.M.

Approved this 18<sup>th</sup> day of April 2023.

  
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Rex Buzzett, Mayor

4/18/23  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

4/18/23  
\_\_\_\_\_  
Date

Mr. Anderson,

The fire department has old analog radios that we need to get rid of, they are no longer of any use to us due to being on a digital system now. I would like to recommend that they be deleted from our inventory and donated to the Gulf County School System (PSJ elementary school). 18 Radios in total.

Vertex Standard radios

11) Model# VX-924-G7-5

Serial# 153E290027

8H360322

6K160136

1G650006

153E290065

8C310020

0G460023

8D320078

8D320077

8D320070

6K160140

5) Model# VX-180U

Serial# 2C221969

4J865257

3N651268

1K153858

2F143914

1) Model# VX-427A-4-5LTR

Serial# 6L040181

1) Model# EVX-534-G7-5

Serial# 2971100356

Michael Mize, Fire Chief



*Approved by City  
Commission 4/4/24*