

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, May 2, 2023, at Noon.**

The following were present: Mayor Buzzett, Commissioners Hoffman, and Langston. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Lowry joined the meeting at 12:05 P.M., and Commissioner Ashbrook was absent.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of April 18, 2023. All in favor; Motion carried 3-0.

City Engineer – Josh Baxley

Long Avenue Paving

The drainage piping and patching have been completed. The Long Avenue Baptist paving as well as the First Street side of the NAPA parking area have also been completed. The contractor is currently paving 1" of asphalt from Highway 71 East to Nineteenth Street. It is anticipated that they should complete 1" on both lanes by the week's end.

Avenues C & D Paving

The striping has been completed.

First Street Paving

The paving has been completed and striping should be completed next week.

Beacon Hill Sewer Design

The wet well is shipping on May 18, 2023, and the pumps and controls should arrive approximately a week later. The contractor will be mobilizing next week to begin clearing and grubbing. The FDOT Permit has been issued. Dewberry received an RAI and they are currently working on a response.

Commissioner Lowry joined the meeting at 12:05 P.M.

Downtown Water Line Replacement Phase I

This project is out for bid.

City Attorney

Mr. McCahill did not have any updates for the Commission.

Old Business

City Projects

Mr. Anderson shared that we have reached the finish line on the First Street SCOP Grant that covered paving from First Street to Highway 71, and the Long Avenue Water / Sewer project.

New Business –

City Lot on Woodward Avenue – Mayor Buzzett

After discussion, the consensus was to keep the lot.

Request for Additional Funding – Humane Society

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve an additional \$5,000 to the Humane Society. All in favor; Motion carried 4-0.

Public Works – John Grantland

RFP 2023-04 ESAD Sewer Repairs

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to reject all bids. All in favor; Motion carried 4-0.

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve the City doing the work through the sole source provider Pump and Process for supplies. The cost of the project will be \$167,142.00. All in favor; Motion carried 4-0.

Surface Water Plant –

Mr. McClamma did not have any updates for the Commission.

Wastewater Plant – Kevin Pettis

Surplus Property Request

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to declare the 1979 International 510 Harvester wheeled loader as surplus and advertise for bids. All in favor; Motion carried 4-0. The transmission has no forward gear, and the equipment number is PSJ WWTP-57.

Mr. Pettis stated the plant is pushing water, there were issues with power surges over the weekend, and there is 2' 5" of freeboard in the pond.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour shared that FEMA has made a fixed offer of \$1,400,000 for the Clifford Sims Park renovations and will be pushing the project back to the state.

Code Enforcement –

Mr. Anderson advised that the county has approved partnering with the City to demolish four structures and that Attorney McCahill is preparing eviction notices for 1310 Long Avenue and 903 Sixteenth Street.

Discussion was held concerning dysfunctional vehicles being left in the City Right of Way, notifying owners as to the requirements to make them operable, and offering a plan to help residents remove them.

Police Department – Chief Richards

Chief Richards shared that the body cams are up and running and have been effective and useful. Sunday and Monday the dash cams will be installed in vehicles. He noted that the cams have already been useful in ruling out untruthful complaints.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce shared that City Staff continues to work on grants, required compliance, and reports.

She noted there will be a Special Meeting on Wednesday, May 10, 2023, at Noon to certify the City Election held on Tuesday, May 9, 2023.

Citizens to be Heard –

No one from the public wished to address the Commission.

Discussion Items by Commissioners

Commissioner Hoffman asked that when the delineators are replaced in front of Hungry Howie's that the first 5-8 be left open so 18 wheelers making the turn will not destroy them.

Commissioner Lowry did not have any additional items to discuss with the Commission.

Commissioner Langston requested that thoughts be given to a splash pad, selecting a location, and size. *Commissioner Hoffman* shared that he is the City's representative to the TDC, they will be meeting at 2 P.M. today, and he has that on his list to request the TDC partner with the City to provide this.

Mayor Buzzett shared that it looks like the City could possibly be receiving a large grant from the state and he anticipates an announcement in the next month.

Motion to Adjourn

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 12:40 P.M.

Approved this 16th day of May 2023.



Rex Buzzett, Mayor

5/16/23

Date



Charlotte M. Pierce, City Clerk

5/16/23

Date