

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, March 5, 2024, at Noon.**

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

CONSENT AGENDA

Proclamation – Red Cross Month

Mayor Buzzett read the Proclamation from the City of Port St. Joe recognizing March as Red Cross Month. Joining Mayor Buzzett for the reading of the Proclamation were Red Cross Staff and Volunteers, Andy Cornett, Wayland Patterson, Gulf County School Superintendent Jim Norton, Samantha Marshall, and Denise Spears.

Minutes

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of February 20, 2024. All in favor; Motion carried 5-0.

City Engineer

Government Complex – Conceptual Plan

Two drawings have been provided for review by the Commissioners and City Staff.

Monument Avenue Paving Task Order

A Motion was made by Commissioner Kerigan, second by Commissioner Lowry, to approve the Dewberry Task Order in the amount of \$24,745. All in favor Motion carried 5-0. Money is in the General Fund, Street and Highways, to cover this expenditure.

Commissioner Langston questioned where the contractor is on repair work for Long Avenue and asked that a pothole problem be checked at Long Avenue and Twentieth Street.

City Attorney

Resolution 2024-02 Avenues C and D SCOP Grant Paving Application

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve Resolution 2024-02 for the SCOP Grant Paving Application to pave Avenues C and D from Highway 98 to MLK Blvd. All in favor; Motion carried 5-0.

Old Business

City Projects

Mr. Anderson advised the Commission that an undermined area has been found along the left corner of the seawall on the Marina side. Monolith is excavating the area to see what the issues are.

Mr. Anderson also noted a leak in the Centennial Building, the roofing contractor has been contacted, and they will be coming to address the situation. There is a 20 year guarantee on the roof and the contractor should be here next week.

New Business

Change Order #1 Madison Street Paving

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve Change Order #1 in the amount of \$2,094.09. All in favor; Motion carried 5-0.

Centennial Building Fee Waiver Request

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to deny the request. All in favor; Motion carried 5-0. Consensus was that although this is a worthwhile project, a fee structure has been established and we need to follow that.

Public Works – John Grantland

Mr. Grantland shared that the stainless sink and table recently installed still needs a little more work and that a cabinet should help with the issue.

The old, damaged Playground equipment has been removed from the Washington Site and he will be working with Commissioner Langston on what needs to be done there.

The Beacon Hill Bid will close next Friday and Mr. Grantland anticipates they will begin connecting customers in a few weeks.

Surface Water Plant – Larry McClamma

Water Use Permit Renewal Update

Mr. McClamma noted the issues with the Water Use Permit Renewal, the changes that have been made since the original permit was issued in 2009, and the 2014 rule change that prohibits secondary discharge. Staff will be meeting with the Northwest Florida Water Management District concerning this. He shared that once again the Water Plant passed the First Quarter Disinfectant By Products testing.

Wastewater Plant – Kevin Pettis

Mr. Pettis provided a handout of the time line for the DEP Consent Order that the City must meet. He shared that a contract has been signed with Baskerville-Donovan, Inc.

Mr. Pettis is currently working on bid specs for the Zone 3 Sprayfield, there is 1' 8' of free board in the lagoon, and .69" of rain was received during the night. He and Joe Harris continue to look at Bar Screens to determine what is best for the plant and they are working on the system that combated Algae odor last year.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour is waiting to close out the Clifford Sims Park Project.

Grants Reimbursement Update

FRDAP will be making their final site visit for the Sixteenth Street and Washington Site Parks. Upon completion of that, reimbursement should be forthcoming.

Code Enforcement

Mr. Anderson shared that a meeting is being set up with the Special Master to hear the violations and letters are being finalized for mailing to the property owners where the junk vehicles are located.

Police Department – Chief Richards

Chief Richards noted that his department is in the process of a technical audit with FDLE and the FBI. He cautioned that, in the past, the requirements for new policies from the audit are expensive, our IT Department will be involved in the upgrades and it will involve other City Departments.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce shared that Deputy Clerk Kendall Falkner and Chief Richards submitted two grants last week for the police department and she is working on a grant for the fire department.

Ms. Pierce noted that City Staff continues to provide compliance reports to grantors and seek additional grant funds for the City.

Citizens to be Heard

Bucky Burkett stated that he has started a towing service and requested to be added to the police department rotation for calls. Chief Richards will discuss the rotation with Sheriff Harrison and have a recommendation for the Commission to possibly let the sheriff's department handle all calls as their dispatchers make the call to the towing service.

The following individuals continued to share their concerns about the Tenth Street Ball Park, Claire Morris, Jim Martin, Robert Branch, and Christy McElroy.

Discussion Items by Commissioners

Commissioner Langston thanked the Auburn Students for the work they are doing and their involvement with our community.

Commissioner Kerigan shared a text that he received during the meeting from Lobbyist Clark Smith. The House has approved \$1 Million for the road to the Workforce Housing Project and \$500,000 for the Police / Fire Department Complex.

Neither Commissioner Lowry nor Commissioner Hoffman had anything else to share with the Board.

Mayor Buzzett noted that he was at the Day of Baseball, is aware of the parking issues, and will be working with John Grantland and City Manager Jim Anderson on this. He reminded everyone that the Board voted 5-0 to improve the Tenth Street Complex, the County will match the costs, the vote will not be rescinded, everyone needs to move forward, make a nice park for the kids, and look to the future.

Motion to Adjourn

There was no other business to come before the Commission, and Mayor Buzzett adjourned the meeting at 1:23 P.M.

Approved this 19th day of March 2024.



Rex Buzzett, Mayor

3/19/24

Date



Charlotte M. Pierce, City Clerk

3/19/24

Date