

**Public**

**April 17, 2012**

**Regular Public Meeting  
6:00 p.m.**

**Commission Chamber  
City Hall  
Port St. Joe, Florida**



## City of Port St. Joe

Mel Magidson, Mayor-Commissioner  
Bill Kennedy, Commissioner, Group I  
Bo Patterson, Commissioner, Group II  
Lorinda Gingell, Commissioner, Group III  
Rex Buzzett, Commissioner, Group IV

[All persons are invited to attend these meetings. Any person who decides to appeal any decision made by the Commission with respect to any matter considered at said meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The Board of City Commission of the City of Port St. Joe, Florida will not provide a verbatim record of this meeting.]

**BOARD OF CITY COMMISSION**

**Regular Public Meeting  
6:00 p.m.  
City Hall  
Commission Chamber  
Tuesday April 17, 2012**

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**Call to Order**

**Consent Agenda**

**Proclamation- Day of Declaration**

**Minutes**

- April 3, 2012 Workshop Meeting Pages 1-2
- April 3, 2012 Regular Meeting Pages 3-9

**City Attorney**

- Gulf Pines Hospital Appraisal
- Ord. 480, Port Planning Area- Comprehensive Plan Amendment Pages 10-11
  - 1<sup>st</sup> Reading and consideration of transmittal to the Fl. Dept. of Economic Opportunity
- Lamar Faison Soccer Field Deed

**City Manager Report**

**Old Business:**

- Centennial Building Acoustics- Eric Davidson
- Kiosks
- Chipola Pump Station Motors
- WastePro Pick-up days- Update
- Garrison/Madison Multi-Path- Update

**New Business:**

- Awarding of RFP #2012-01, ADA Compliance Pages 12-15
- Lighthouse Facilities
- AP/UB Supervisor Position (Handout)

**Public Works**

- Update

**Surface Water Plant**

- Water Plant- Update
- Chipola River Pump Station Operator Position (Handout)

**Waste Water Plant**

- Update

**City Engineer**

- **Headworks and Sprayfield Project- Update**
- **Water Distribution System Upgrades Phase I- Update**

**Code Enforcement**

- **Update**

**Police Department**

- **Update**

**PSJRA**

- **Update**

**Interim City Clerk**

**Citizens to be Heard**

**Discussion Items by Commissioners**

**Motion to Adjourn**

**MINUTES OF THE WORKSHOP MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT THE SURFACE WATER TREATMENT PLANT – 360 WATER PLANT ROAD, April 3, 2012, AT 9:00 A.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, Gingell, and Patterson. Attorney Tom Gibson, City Manager Jim Anderson, Interim City Clerk Charlotte Pierce, Surface Water Treatment Plant Supervisor Larry McClamma, City Electricians Bob Lyles and Cecil Lyons, Jr., were also present.

Others present for the Workshop included Philip Jones, Ralph Rish, and Willie Payne of Preble-Rish; Marshall Brothers Industrial - Matt Marshall, Mike Brown; CDM Smith – David Kozan, Spencer Perry, Don Thompson; Siemens – Thomas Lebeau; Bruce Environmental – Mike Bruce; Star Newspaper - Tim Croft; Kenny Wood KWICO, LLC, and citizen Christy McElroy.

The purpose of the Workshop was to have a walk-through of the plant and address the issues at the Surface Water Plant.

Mayor Magidson welcomed those in attendance and asked that each person note their presence on the Sign-In Sheet.

The *Raw Water Intake* area of the plant was the gathering site for the walk through. Philip Jones shared that there have been issues with the motors, they have been rewound, and one has burned up again. Bob Lyles has a time line of information on the motors, repairs, and other issues with them. RIMKUS Consulting Group does not feel that the issues are related to the blow ups. A motor winder from AAG has looked at motors, analyzed the output of the variable speed drive and found it to be within specifications at the testing time. AAG It has been maintained that the drives are the issue.

Philip Jones noted that the manufacturer has been asked to visit the plant and check the variable frequency drives.

Kenny Wood shared information he had gained from AAG on the motors. "Variable Frequency Drive motors" do have issues when voltage drops occur due to the distance between the drive and the motor. Distance does not appear to be an issue at this site.

Philip Jones noted the interconnect piping with the wells was done to provide water (non-potable) to the system for fire fighting and toilet flushing in emergency situations. Commissioner Buzzett noted he did not get the impression the well water would be non-potable when he first visited the plant years ago.

*Chemical Feed Pumps* – Caustic pumps have had problems with pump fittings. Aqua Products is the provider of the pump skids that have been worked on with the fitting problems. They are also the provider of the Prominent pumps currently being used.

*Clarifiers* – The rust issues in Clarifiers #1 and #2 have been researched and meet the ratings for potable water. Inspection logs indicated that the paint has been correctly applied but needs to be inspected and touched up every one to two years. The red paint is used to cover the ferric staining.

*Clear wells* – Cracks in the walls were part of the punch list repairs. A substance was injected into the walls to prevent more seepage. CDM has determined no additional repair work is needed.

*Membrane tank walls* – Marshall Brothers will be injecting an epoxy in the joints to prevent further issues. The integrity of the exposed rebar on a corner of the tank will also be checked.

*CIP (Clean In Place) Room* – Due to safety issues only city employees and engineers entered the area. Other participants remained at the door and observed. Pump fittings have been an issue and had to be replaced. In 2009, prior to start up, two employees were injured when an acid line came off of the sulfuric skid spraying the employees with acid.

#### *High Service Pump Room*

Guests viewed the 11 pumps and it was noted that one of the pump motors (Beach Zone number 3 pump) had already been repaired.

Mr. McClamma noted the group had looked at all the issues of concern.

A recap of the Workshop was held in the conference area of the plant.

Mr. Jones thanked everyone again for their participation in the workshop. He noted that there are maintenance, construction and water pump issues at the raw water area to be addressed. Preble-Rish is committed to work on bringing resolution to the items discussed.

Commissioner Buzzett asked, "Is our plant unique or are there other plants in the country that we could look at to see if they are experiencing the same problems?"

Mr. Lebeau of Siemens responded, "Your plant is not unique and there are quite a few around the country like it."

Mike Bruce reminded everyone that City employees had visited a similar plant in Dalton, Georgia to see how it ran.

Matt Marshall addressed the floor issues and stated, "The floors were designed to have water on them." Mr. Marshall also stated that "We will stand behind our work."

Mayor Magidson again thanked everyone for attending, stressed the need to work together to resolve the issues and encouraged everyone to remain positive about the plant.

Mayor Magidson adjourned the Workshop at 10:50 A.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2012.

\_\_\_\_\_  
Mel C. Magidson, Jr., Mayor

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

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE COMMISSION CHAMBER AT CITY HALL, APRIL 3, 2012, AT 6:00 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, Gingell and Kennedy. City Manager Jim Anderson, City Attorney Tom Gibson, and Interim City Clerk Charlotte Pierce were also present. Commissioner Patterson entered the meeting at 6:10 P.M.

**Consent Agenda**

**Proclamation – National Donate Life Month**

Mayor Magidson read the Proclamation from LifeQuest Organ Recovery Services requesting the month of April 2012, be declared National Donate Life Month. Motion by Commissioner Kennedy, second by Commissioner Gingell, to approve their Proclamation. All in Favor; Motion carried 4-0.

**Minutes:**

A motion was made by Commissioner Buzzett, second by Commissioner Gingell, to approve the Minutes of the Workshop Meetings of March 20, 2012 and March 27, 2012; Regular Meeting of March 20, 2012 and Special Meeting of March 27, 2012. All in Favor; Motion carried 4-0.

**Regular Agenda**

**City Attorney:**

**Gulf Pines Hospital Appraisal**

Attorney Gibson advised the Commission that the cost of the appraisal will be \$3,000. Commissioner Buzzett has a group of citizens that are willing to pay for the appraisal and be reimbursed for their contribution when the first lot is sold. There was a motion by Commissioner Kennedy, seconded by Commissioner Gingell, to accept the generosity of the group with the understanding they would be repaid at no interest upon the sale of the first lot. Commissioner Buzzett abstained from voting because he is a relative of the appraiser and will be contributing to the fund. All in Favor; Motion carried 4-0. Form 8B – Memorandum of Voting Conflict is attached for Commissioner Buzzett.

**Port Planning Area – Comprehensive Plan Amendment**

Mr. Gibson noted the PDRB will look at the proposal to expand the port planning area at their meeting on Tuesday, April 10, 2012. The site will include all of the mill area, Arizona Chemical and Jetty Park. The attorney expects a review and approval of the request at the next Port Authority Meeting. Following their meeting, comments will be requested from state agencies. If things go well, Mr. Gibson anticipates this process will be completed by the end of June.

# **City Manager Report**

## **Hand outs**

Mr. Anderson referenced the letter from Superintendent Jim Norton, Gulf County Schools, concerning gaining ownership of the Lamar Faison Soccer Complex. Mr. Gibson will review the legal documents, deed restrictions and advise the Commission of his findings.

## **Old Business:**

### **City Clerk Vacancy**

Mr. Anderson provided the Commission with his recommendation, and that of Ms. Kim Bodine of the Gulf Coast Workforce Board, that Charlotte Pierce be hired as City Clerk with a salary of \$55,000 and three weeks Annual Leave effective immediately. Motion by Commissioner Gingell, second by Commissioner Patterson, to accept the recommendation. All in Favor; Motion carried 5-0.

### **Golf Cart Crossing**

FL DOT will require an Engineering Traffic Study prior to proceeding with the permit at a cost of \$4,750. Due to the cost, there was no motion to proceed.

### **Kiosks**

Updated event panels for the Kiosks have been ordered.

### **Boat Channel Markers**

There is not a specific permit for the project but the Coast Guard would like to have specific coordinates for the area.

### **City Election – Update**

There will be an election on Tuesday, May 8, 2012, at the Fire Station for Commissioner Group III. Early voting will begin on Saturday, April 28, 2012 and continue through May 5, 2012, from 9:00 A.M., ET to 5:00 P.M. ET at the Supervisor of Elections Office

### **Chipola Pump Station Motors**

One motor is down, there is an ancient gas motor and the electric motor is used for emergencies only. Staff recommends going out to bid. Engineers need to provide specs and see what our options are for pumps. The current pumps were designed for operation of the paper mill and do not meet the needs of today. Staff is to proceed with gathering specs and information to provide to the Commission.

## **New Business**

### **CDBG Grant Application, Water Improvements – Bruce Ballister**

- **Public Hearing**

This is the first of two required Public Hearings for the grant process. Today's meeting is to make known the City's intent to apply for a CDBG Grant in the amount of \$650,000 for Water Improvements to Avenues B, C, D, E, Battles and Peters Streets. Mr. Ballister has completed approximately 70% of the neighborhood survey. He will be working with the engineers to designate the service area to maximize grant dollars.

Mr. Ballister also encouraged the Commission to hire a TANF (Temporary Assistance to Needy Families) Employee if possible.

### **Awarding of RFP 2012-01, ADA Compliance**

There was a bid opening today at 3:00 P.M. ET, for this project. Staff is reviewing the bids and will make a recommendation at the next Commission meeting.

### **Change Order #1 Field of Dreams Road Increase of \$4,167.46**

Additional cost and time extension is for Contractor re-mobilization and re-grading needed because of delay of installation of permanent power. This delay was outside of the Contractor's control. A motion was made by Commissioner Buzzett, second by Commissioner Gingell, to approve Change Order #1 in the amount of \$4,167.46 pending DEO approval of the increase and no additional cost to the City. All in Favor; Motion carried 5-0.

Contingent upon Department of Economic Opportunity approval, an extension of 6 months will be requested for project completion. The NFCD facility must be operating before the grant can be closed and work on the ADA bathrooms throughout the City completed. The anticipated closing time for the grant will be December 21, 2012.

Mayor Magidson expressed his frustration with Progress Energy and their delay in the project. He requested Clay Smallwood, III, provide the name of a point of contact with Progress Energy for him to voice a complaint with.

### **IT Contract**

A motion was made by Commissioner Buzzett, second by Commissioner Kennedy, to advertise for a new IT Contract. The current contract with Bluemanta expires in May. All in Favor; Motion carried 5-0.

### **Cape Sewer Re-Permitting Approval**

The system has been re-permitted from a force main to a low pressure system. The Gulf County Health Department will enforce tying into the system. There is an issue with customers not paying their sewer bill. Mayor Magidson is requesting the assistance of Lighthouse Utilities to resolve this issue.

### **State Road (S.R.) 71 Improvements from the end of the concrete pavement to the Intracoastal Water Way Bridge (White City Bridge).**

Mr. Anderson shared a letter from the FL DOT stating they have retained the services of Brindley Pieters & Associates, Inc as the design consultants for the project. Improvements include milling and resurfacing of the existing roadway, minor drainage improvements, and



improvements to curb ramps to comply with Americans with Disabilities Act (ADA) requirements. The Department anticipates receiving bids for construction in spring 2014.

### **Public Works – John Grantland**

Nothing to report on Utilities or Public Works.

Commissioner Buzzett thanked Mr. Grantland for removing the Gulf Pines Hospital sign.

Commissioner Kennedy asked if there was an update on the recycle containers for the schools. Mr. Grantland responded, "I haven't heard a word, that is handled here at City Hall."

There will be a walk through tomorrow on the Madison / Garrison Project. Several punch list items have not occurred yet and the 18" pipe has not been given to the City.

An Anderson Columbia tac truck ran over and stained some brick pavers at South Gate. The damage has been noted.

### **Surface Water Treatment Plant – Larry McClamma**

Nothing to report at this time as items of concern were discussed in the Workshop earlier today.

Philip Jones reported that after the workshop today the tank repairs began on the membrane tanks. The rebar was checked out and is in very good shape. Repairs should be wrapped up by Friday.

### **Wastewater Plant – Lynn Todd**

Mr. Clarence Hogue, who has worked for the City for the past 38 ½ years will be retiring as of June 15, 2012. He holds dual licenses for Water and Wastewater Treatment. Ms. Todd would like to advertise for his replacement and have the new employee work with Mr. Hogue to gain some of the knowledge he has of the system.

Two of the aerators were turned off and the power consumption has dropped from 7,200 KWH to between 4,800 - 6,000 KWH per day. Ms. Todd anticipates a significant savings in electrical use with these changes.

### **City Engineer – Clay Smallwood, III**

#### **Headworks and Sprayfield Project update**

##### **Sprayfield**

Progress Energy is installing power to the plant. Work is progressing and the electricity is a key milestone. Once energized, they will start getting water from the plant to sprayfield, flush lines to get ready to sprig, add sprinkler heads and start irrigating. Hopefully this will happen this week. Anticipate start up could occur in the three to four weeks.

## **Headworks**

Electricians are running a lot of wiring, starting to set cabinets, doing miscellaneous piping and concrete work. The work is progressing at the site.

Avenue A Force Main is now in service and will connect to work on Hwy 98.

Hwy 98 gravity sewer between Avenue C and D is laid. This line will connect to the existing Forcemain along Highway 98.

Installation of the new Manhole on Avenue D will shut down traffic. The contractor is waiting on Progress Energy to install power.

## **Bird Alley**

Testing has been submitted to the lab and we are waiting on the results to begin converting over to the new service.

Work is continuing in the First, Third and Fourth Street areas and will continue to the Courthouse and along Garrison Avenue.

Repair work to driveways on Bird Alley should begin shortly.

Commissioner Kennedy requested a copy of the drainage basin map showing ponds and culverts for a local gator hunter.

## **Code Enforcement Update**

Nothing to report at this time.

## **Police Department – Chief David Barnes**

FL DOT will be here sometime next week to discuss traffic barriers on US 98.

## **Port St. Joe Redevelopment Agency – Gail Alsobrook**

Ms. Alsobrook has developed a protocol for items outside stores and she will share that with her Board on April 12, 2012 and then ask for comments from the Commission and Chief Barnes.

Gail met with Kim Bodine last week to discuss grant opportunities. There are a number of private foundation funds available and they will be collaborating on several projects. Ms. Alsobrook plans to inventory existing properties, review properties in the old redevelopment area, and consider economic development and infrastructure improvements.

Mayor Magidson noted that the Billy Joe Rish Parking Lot is looking very good.

## **Interim Clerk – Charlotte Pierce**

There has been no grant activity since the last meeting.

