

**MINUTES OF THE WORKSHOP MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD IN THE COMMISSION CHAMBER AT CITY HALL, MARCH 27, 2012, AT 6:10 P.M.**

The following were present: Mayor Magidson, Commissioners Buzzett, Gingell, Patterson and Kennedy. City Manager Jim Anderson, Interim City Clerk Charlotte Pierce and Surface Water Treatment Plant Supervisor Larry McClamma were also present. Attorney Tom Gibson joined the Workshop at 6:25 P.M.

The purpose of the Workshop was to provide updates on the Surface Water Treatment Plant issues and the City Clerk search.

Philip Jones presented the following information:

PRI will be working with Marshall Brothers Contractors to repair the leak in the membrane surface at no cost to the City. This will be done immediately.

There will be a site walk-through of the plant at 9:00 A.M. on Tuesday, April 3, 2012. This will be a Workshop and will cover from the ditch to the high surface pumps to address any concerns from staff. This will also serve as an opportunity to look for other issues at the plant. All players will be in attendance, Preble-Rish, Marshall Brothers, Siemens and CDM.

Square D – raw water pump motors: Bob Lyles has been working on this and we are looking for answers from Square D on the problems with the motors. It is anticipated that they will be attending the April 3, 2012. Workshop.

Mayor Magidson has talked with Matt Marshall and Mr. Marshall was unaware of any issues. There is correspondence that communication has been on-going between PRI, the City and Marshall Brothers staff.

David Kosan of CDM provided two sheets to the Commissioners to assist in explaining some of the issues. He stated, "Structural design requires that whenever there is a turn in concrete there has to be a joint. A joint requires a water stop. Every concrete tank that is cast has joints in it at the base." Pictures were shared of tanks with joints that do not leak.

Commissioner Buzzett questioned Mr. Jones concerning the possibility of contamination of the City water source and wanted to know what the back-up plan was should this happen.

Mr. Kosan stated that this plant was not designed to treat well water. Any set of tankage could be modified to treat well water but it would be very expensive. Well water could be partially treated but it would not be drinkable and could only be used to flush toilets. Mr. Kosan will check to see if he can find another plant anywhere in the United States that is designed like ours to compare the problems with.

Commissioner Kennedy thanked Tim Croft, Editor of the Star, for accurately reporting his comments in the paper. Commissioner Kennedy is still concerned that there is not a secondary safety measures on the piping systems.

Commissioner Gingell asked, "Are there copies of all documents, plans and manuals at the plant?" Mr. McClamma responded, "Yes."

Mayor Magidson reiterated the need to be able to show that the City had not ignored the problems at the plant, there had been communication with all parties involved and there are equipment and design issues as well as.

Mr. McClamma reminded the Commissioners that he does not have a designated maintenance person at the plant. The electrician is doing the maintenance, operators are running the plant and there is a need for a designated person to perform routine and preventative maintenance.

Mr. Anderson reminded staff there does need to be a maintenance schedule and it needs to be followed.

Mr. Kosan stated, "There should be a particular maintenance manual for each and every piece of equipment that is supplied. We need to verify that those were in fact supplied as part of the contract."

Mr. Kenny Wood provided a letter to the Commission offering his services as an industrial consultant at no cost to the City of Port St. Joe for up to one week. Mr. Wood shared that he is not an expert witness but is willing to take a look at the issues, attempt to find the root cause of the problems, make recommendations, write procedures for operating and provide a check off list for procedures. Mr. Wood also suggested a lap top computer for operators to be able to do a quick reference of trouble shooting guides on line of the plant equipment. A copy of his letter is attached.

Mayor Magidson invited Mr. Wood to the Workshop on Tuesday, April 3, 2012, to tour the plant and see the issues.

### **City Clerk Search update**

Mr. Anderson reminded the Commissioners of the packet they had been provided with that contained a cover letter from Ms. Bodine of the Gulf Coast Workforce Board, the applications, and job information.

Commissioners are to provide Mr. Anderson with their first choice applicant by March 30, 2012.

Mayor Magidson requested that the issue be placed on the agenda for April 3, 2012.

Mr. Anderson shared this would give City staff time to do background checks and have a recommendation for consideration on April 3, 2012.

Mayor Magidson adjourned the Workshop at 7:08 P.M.

Approved this 3<sup>rd</sup> day of April 2012.

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

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