

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, October 2, 2012, AT 6:00 P.M.

The following were present: Mayor Magidson, Commissioners Buzzett, McCroan, Patterson and Kennedy. City Manager Jim Anderson, City Attorney Tom Gibson, and City Clerk Charlotte Pierce were also present.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Buzzett, second by Commissioner Kennedy, to approve the Minutes of the Regular Meeting of September 18, 2012. All in Favor; Motion carried 5-0.

CITY ATTORNEY - Tom Gibson

A letter has been received from County Attorney Jeremy Novak in reference to the Gulf County Health Department radiology equipment. The City contributed funds to assist in the purchase of the equipment and has to approve the equipment being moved from the Gulf County Health Department to Sacred Heart Hospital. The equipment is not being used at the Health Department and the move will facilitate the opening of an orthopedic practice at the hospital. A Motion was made by Commissioner Buzzett, second by Commissioner Kennedy, to approve the move. All in Favor; Motion carried 5-0.

CITY MANAGER'S REPORT

Old Business

Lighthouse

Mayor Magidson reported that preservation efforts are ongoing.

Charlotte Pierce received an email from Eglin late this afternoon and it is anticipated that relocation of the two keepers' quarters and the oil shed will begin the week of October 15, 2012. Clearing and grubbing activities could begin as early as next week (Wednesday); it is recommend that power poles, transformers, and electrical connections be removed within the next 2 weeks. The road construction effort will start in the next two weeks. Unfortunately, all these activities can be dangerous for people visiting the area of the gift shop and lighthouse and it is recommended to terminate operation of the facility not later than October 14, 2012.

RESTORE Act Committee

Commissioner Kennedy shared that Gulf County is light years ahead in their Committee efforts. The first meeting of each month will be held on at 5:00 P.M., beginning Tuesday, November 6, 2012, and all other weekly meetings will continue to be held on Tuesdays at 11:00 A.M., through November. The Committee is requesting ideas for projects from the citizens. He shared that the criteria for receiving funding has not been established and this is creating a challenge as to planning.

Centennial Celebration

Mayor Magidson shared that good ideas from the Committee and public have been received and encouraged the community to continue to share their ideas by contacting City Hall.

Mrs. Pierce was asked to report on the last Committee Meeting. She noted that festivities for the 100th birthday of the City of Port St. Joe will begin on Friday, June 28, 2013, and run through Monday, July 1, 2013.

Employee License Policy

Mr. Anderson stated that issues are being reviewed by Staff and there will be an update for the October 16, 2012, meeting.

RFP 2012-11 Chipola Pump Motor

Northwest Florida Water Management District has not responded to the City's request for funding assistance to purchase the motor. Mr. Anderson has emailed and spoken with individuals at NFWFMD but has not received a response as of today.

New Business

Jerry Stokoe Salvation Army Food Drive

Mr. Stokoe made the Commission aware that his focus will be on the Food Drive in the future and that the Gulf County Sheriff's Department will serve as the contact for the Christmas Program assistance. Last year over 300 children were the recipients of the community's generosity and 35 families received a \$25 food coupon to assist with holiday meals. Mr. Stokoe thanked the Commission and volunteers for their support the past 15 years he has headed up the Christmas Program. Food donations will be received beginning October 15, 2012. A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, for the STAC House to be used to store and bag the canned food items. All in Favor; Motion carried 5-0.

RFP 2012-10 Police Department Roof

Four Request for Proposals were received. After review by Staff and Building Inspector Bo Creel, the recommendation was to accept the RFP of Richard D. Barfield Roofing, Inc., in the amount of \$13,580.00. A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to approved RFP 2012-10 Police Department Roof repairs to be made by Richard D. Barfield, Inc., in the amount of \$13,580.00. All in Favor; Motion carried 5-0.

Service Fees

After a review of Ordinances 310 and 311, a Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to amend Ordinance 311 to charge a \$35 Service Fee to Connect or Disconnect Water Service. A Transfer Fee of \$10 will be charged to change accounts.

Ghosts on the Coast

Donations of candy will be provided by Commissioners and employees. A table will be set up for distribution of the candy by employees.

Port St. Joe Business Incubator Building

Mary Gavin, Area Specialist with USDA, notified the City today that since Gulf Coast Workforce Development Council is a not for profit organization and not a small and emerging business, they are an ineligible tenant for the Business Incubator. Mrs. Gavin requested that the City provide Rural Development with a marketing plan for the business incubator to lease space to small and emerging businesses by October 30, 2012.

Public Works – John Grantland

Mr. Grantland requested that the City advertise for repairs to be made to the First Street Lift Station. A Motion was made by Commissioner Kennedy, second by Commissioner Patterson, to bid the project. All in Favor; Motion carried 5-0.

Commissioner Patterson asked Mr. Grantland to look at the ditches on Avenue A and see what could be done to improve them.

Surface Water Plant – Larry McClamma

Restore Con will be here to complete Membrane Tank #1 this week. Mr. McClamma has checked each of the Membrane Tanks and has not found any leakage.

The Job Notice for an Operator Trainee / Licensed Operator for the Surface Water Treatment Plant closed September 28, 2012, and Mr. McClamma will begin reviewing applications and establishing interviews in the coming week.

Wastewater Plant – Lynn Todd

There was no report from the Wastewater Plant as Ms. Todd is on vacation.

City Engineer – Clay Smallwood

Headworks and Sprayfield Project

A Final Walk Through has been scheduled for October 10, 2012, at 10:00 A.M.

Mr. Smallwood reported that the Grit King representatives have been in town and made adjustments to the system to allow for more clearance for the water / sand to be pumped from the tanks into the trash containers.

Water Distribution System Upgrades Phase I

Work is continuing on Bellamy Circle

Driveways on Hunter, Woodward and Tenth are being repaired and when the work is completed on Bellamy those repairs will be made.

Road repairs are scheduled to begin on Monday October 8, 2012.

Commissioner Buzzett requested to put IC Contractors on the agenda for the next meeting. He is very unhappy with the lack of repairs to our roads, the length of time that it is taking for this to be resolved and the general appearance of our City due to the roads. The Commissioner advised the Board that unless these issues are resolved immediately, he will propose a Motion at the October 16, 2012, meeting to instruct the engineers and City Manager to not make any further payments to IC Contractors until all road cuts are permanently paved.

Code Enforcement

The Activity Report provided by Mr. Burkett was reviewed. Mayor Magidson requested that Officer Burkett note the names of candidates no longer in the elections process and notify them that their signs need to be removed.

Police Department – Chief Barnes

Chief Barnes requested that the following vehicles be declared surplus in order to supplement the purchase of the next K-9 vehicle:

1. Vehicle #1 Vin # 2FAFP71W06X147498 2006 Ford Crown Victoria
2. Vehicle #2 Vin # 2FAFP71W96X147497 2006 Ford Crown Victoria
3. Vehicle #3 Vin # 2FAFP71V08X142828 2008 Ford Crown Victoria

A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, to declare the vehicles as Surplus. All in Favor; Motion carried 5-0.

PSJRA – Gail Alsobrook

Ms. Alsobrook advised the Commissioners that the family of the late Billy Joe Rish has requested the date of November 12, 2012, for the dedication of the Billy Joe Rish Memorial Parking Lot. The family was advised that the City will be observing Veterans Day on Monday, November 12, 2012, and Ms. Alsobrook will be handling all arrangements for the dedication.

City Clerk – Charlotte Pierce

Ms. Pierce shared that the FEMA Team assigned to TS Debby was here on September 20, 2012. Reimbursement will be made by FEMA (75%) and the State of Florida (12.5%) leaving the City to absorb the remaining 12.5%.

Category	Description	Cost	FEMA 75%	State 12.5%	City 12.5%
A	Debris Removal	\$17,569.70	\$13,177.28	\$2,196.21	\$2,196.21
B	Emergency Protective Measures	\$ 2,461.80	\$ 1,846.34	\$ 307.73	\$ 307.73
F	Utilities	\$16,528.26	\$12,396.20	\$2,066.03	\$2,066.03
Total		\$36,559.76	\$27,419.82	\$4,569.97	\$4,569.97

Citizens to be Heard

No one from the public wished to speak.

Discussion Items by Commissioners

Commissioner Kennedy suggested that if there is a bond paving project that it be done responsibly, that the damaged / aged infrastructure be considered and prioritize the work needed.

He also asked that attention be given to the palm trees in the median of Cecil G. Costin, Sr., Blvd., and Mr. Grantland stated that his department has that work scheduled for next week.

Friday, October 19, 2012, there will be a fish fry fund raiser in Frank Pate park for the Day of Declaration to be held on Saturday, December 1, 2012. Commissioner Kennedy encouraged everyone to support the fish fry.

Concerns were shared about the cost of dumpsters for construction. Citizens are required to use one source and it is more expense than any competitors.

Commissioner Patterson would like to revisit the First Street turn lane and road alignment issues. He asked if the "No Turn on Red" was being enforced and Chief Barnes responded, "Yes."

There are areas of town that are not being kept clean. Commissioner Patterson requested that citizens keep their property clean, take pride in their area and eliminate the City having to repeatedly ask them to take care of the property. The old mill site is an eyesore of overgrown grass and trees and he asked that measures be taken to clean the area up.

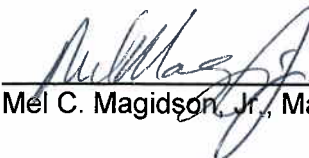
Commissioner McCroan has received several calls concerning access to hunting leases that borders the fresh water canal. Mr. Anderson explained that the City has rights to the road and ditch and in the past has worked with several hunters to allow access to their leases.

Commissioner Buzzett noted that the ADA Restrooms at City Hall look good and he is pleased with what he has seen. Mr. Anderson shared that a request is being made to expand the scope of work for the Fire Department and Centennial Restrooms.

Mayor Magidson requested additional patrolling of Garrison Avenue as he has received calls from residents that it is being used as a race track. Chief Barnes responded the police department monitors Garrison, Long and Monument Avenues because of issues with excessive speed on all three avenues. The Chief will see that Garrison is monitored more.

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to adjourn the Meeting at 7:10 P.M.

Approved this 16th day of October 2012.



 Mel C. Magidson, Jr., Mayor



 Charlotte M. Pierce, City Clerk