

# 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, July 17, 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 Kennedy, second by Commissioner Patterson, to approve the Minutes of the July 3, 2012. All in Favor; Motion carried 5-0.

### **CITY ATTORNEY - Tom Gibson**

A motion was made by Commissioner Patterson, second by Commissioner Buzzett, to read the following Ordinances by Title only. All in Favor; Motion carried 5-0. The Ordinances will appear in the Star this coming week.

Ordinance 481, Nuisances

Ordinance 482, Park Regulations

Commissioner Buzzett requested that Section 1 be deleted. Mayor Magidson questioned the designated parking areas and times the parks would be open

Ordinance 483, Homeless Shelters

Mr. Gibson advised the Board that the appeal time for the Comprehensive Plan Amendment for the City of Port St. Joe (DEO Amendment Number 12-1ESR, Ordinance 480) Revised Port Planning Area has passed.

### **CITY MANAGER'S REPORT**

Mr. Anderson shared that the Municode update has been completed.

### **Old Business**

#### *Centennial Building Upgrades - Eric Davidson*

Mr. Davidson has completed his survey work and provided the Commission with the document, "Centennial Hall – 2012 Acoustic Recommendations – Sound Level Study Summary and Space Considerations". Mr. Davidson has some additional work to do. He would like to have a Workshop, include the hospitality industry and other interested groups. Mayor Magidson noted that money for improvements is an issue.

#### *Lighthouse Facilities – Mayor Magidson*

Mayor Magidson related that the issue is still in the hands of the General Services Administration.

#### *Joint City/County Workshop*

Mr. Anderson has had several emails with Gulf County Administrator Don Butler with proposals of items to discuss. He hopes to have this at the staff level for review in the next few days.

### *Irrigation Rates*

Current Water rates from the Burton Study were provided to the Commission. Residential and Irrigation base rates are the same but consumption for usage is the major difference in the rates. Our Xeriscape Ordinance must also be considered before a decision is made. Mr. Anderson recommended that irrigation rates be kept the same as the residential. A list of current Irrigation Meter users was provided to the Commission. Commissioner Kennedy requested that staff move forward with this.

### *Utility Services Contract*

The City received an increase in revenue for utilizing space on the Tenth Street Water Tower.

### *Chipola Pump Station Inspection*

Mr. Danny Gilbert and Rusty Smith of Gilbert Pump provided a review of their findings and evaluations of the pump at the Chipola Pump Station. The pump was installed in 1952, has been well taken care of, and they were impressed with the general condition of a pump that old. Due to the findings and projected expense to repair the pump, staff will meet to review the findings and make a recommendation as to what will need to be done. See attached report.

## **New Business**

### **DR 420 – Proposed Millage Rate**

A Budget Workshop was held at 5:00 P.M. today. Based on the information provided, Commissioner Buzzett motioned, second by Commissioner Kennedy, to send the DR-420 to the Gulf County Property Appraiser with a tentative millage rate of 4.0914 which would be a one-half mill increase. All in Favor; Motion carried 5-0. The Millage Rate may be lowered but cannot be increased after Form DR 420 is returned to Gulf County Property Appraiser Kesley Colbert.

### **Grinder Pump Bids**

Bids were received until 3:00 P.M. ET July 13, 2012. Bid packets from J. H. Wright & Associates, Gilbert Pump & Mechanical, and Pump & Process Equipment were opened at 3:07 P.M. Apparent low bidder was Pump & Process, their packet was reviewed by staff and it is the recommendation of John Grantland that the bid be awarded to Pump & Process Equipment.

John Grantland explained the bid packet he put together and the three differences (removed Positive Displacement Pumps; reduced Basin Depth from 60 inches to 48 inches, and change from a bolt on Lid to an access hatch) from the previous bid in 2008.

A motion was made by Commissioner Kennedy, second by Commissioner McCroan, to award the bid to Pump & Process Equipment for \$1,998 per Sewer Grinder Pump. All in Favor; Motion carried 5-0.

### **Recycle Bins**

Chester Davis of Waste Pro shared that they are having problems with plastics being deposited in the recycle bins. To store and then ship the plastics is not proving feasible. They will no longer be accepting plastic.

Mr. Davis recommended that merchants be allowed to take their cardboard to the Waste Pro Transfer Station on Tuesdays and Thursdays and leave the bins on Eighth and Tenth Street for residential use.

The plastic recyclable bin will be moved from Eighth Street to Port St. Joe Elementary School.

### **SHIP Program**

The County is requesting that they be allowed to inspect the three houses they are rehabbing in the City limits under the SHIP Program. Mr. Gibson was asked to prepare a Hold Harmless Agreement.

### **100 Year Celebration**

Mayor Magidson asked that the celebration be combined with the Fourth of July festivities. Staff is researching the exact date of incorporation. The Mayor would like to see planning begin and committees formed. Funds will need to be raised locally for the event.

### **Public Works – John Grantland**

No updates at this time.

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

The insides of Clarifiers 1 and 2 were painted last week.

Mr. McClamma shared that Operator Travis Burge passed his state Class C Water License exam last week.

### **Water Plant update – Philip Jones**

*Restore Con* will be remobilizing Monday to continue their repair work on the inside of the filter cells. They have completed one cell and it will take several weeks to bring the other three cells on line.

*Raw Water Pumps* – Mr. Jones needs to meet with staff this week. On June 25, 2012, Bob Lyles called him concerning the motors at the Raw Water Pumps. Pump and Process responded to their call and repaired one of the pump motors and did a report on the other. A report indicates that the last work done was a bad rewind which caused the pumps to fail during Tropical Storm Debby.

*Siemens* – The three new chemical feed pumps were delivered on July 11, 2012.

### **Waste Water Plant – Lynn Todd**

Testing of the old transformers will begin tomorrow to determine if they are an asset or liability. New equipment testing is going as scheduled.

### **City Engineer – Clay Smallwood**

*Headworks and Sprayfield Project* – A Tentative Timeline for Completion of the Wastewater Treatment Facility Improvements was provided. The substantial completion date has been moved from July 20, 2012 to July 25, 2012. Demolition of the existing Primary is scheduled to begin August 8, 2012, with the new final completion date expected to be Friday, August 31, 2012. Sprigging has been completed at the Sprayfield. A punch list for the project has been started.

### *Water Distribution System Upgrades Phase I -*

Work is continuing down Garrison, around Bellamy Circle and to Twentieth Street. Mr.

Smallwood anticipates that the company that shoots the services under the road will possibly be in town next week to do the Sixth, Seventh, Eighth and Ninth Street areas. Pipe on Tenth Street will be pressure tested this week.

### **Code Enforcement**

Mr. Burkett's Activity Report as of July 13, 2012, was reviewed. Political signs were the topic of discussion.

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

Chief Barnes stated that there were no issues on the Fourth of July or with the Street Dance. He requested that anyone visiting parks remember to lock their vehicles, and take their wallets and purses with them. The County has had 36 or 37 vehicle burglaries but the City has been very fortunate thus far.

*Roof Repairs* – The ceiling in the Police Department has had several leaks. Building Inspector Bo Creel has inspected the situation and recommends that we go out to bid for a new roof. A motion was made by Commissioner Buzzett, second by Commissioner Kennedy, to go out for a new roof. All in Favor; Motion carried 5-0.

His department is expecting a large crowd for the Scallop Festival.

### **PSJRA – Boyd Pickett**

Mr. Pickett presented a list of PSJRA Provisional Board Members for consideration. These will be non-voting members but by bringing them on board now they will have the opportunity to become knowledgeable of the Board and its function when a vacancy occurs. The names were: Joanna Bryan, Michael McKenzie, Clarence Monette and John Jenkins. A motion was made by Commissioner Kennedy, second by Commissioner Patterson, to approve the Provisional Members. All in Favor; Motion carried 5-0.

A hand out letter from PSJRA Executive Director Gail Alsobook was presented concerning the Billy Joe Rish Memorial Parking Lot Storm Drain. The letter requested signed and sealed documents from both the engineer at Hanson and the engineer of record for the project, Preble-Rish, noting that the box as installed meets the specifications in ASTM C 1422. This specification is noted on the construction drawings as well as the Hanson website. This would alleviate concerns of failure after four years but prior to the normal anticipated life span of the unit. A motion was made by Commissioner Buzzett, second by Commissioner Patterson, to accept the recommendation of the letter. All in Favor; Motion carried 5-0.

### **City Clerk – Charlotte Pierce**

Nothing at this time.

### **Citizens to be Heard**

No one addressed the Commission.

### **Discussion Items by Commissioners**

*Commissioner Kennedy* did not have anything at this time.

*Commissioner Patterson* thanked John Grantland and his staff for their help with a tree limb complaint he had received.

*Commissioner McCroan* has received several complaints concerning the red light on the extension of Fifth Street by Hungry Howies. The light is not changing and people are waiting extended periods of time to cross the highway. Chief Barnes will check into the issue.

*Commissioner Buzzett* requested that the Business License issue be placed on the next Agenda as it needs to be trimmed down.

*Mayor Magidson* did not have anything at this time.

A motion was made by Commissioner Kennedy, second by Commissioner McCroan, to adjourn the meeting at 8:05 P.M.

Approved this 7<sup>th</sup> day of August 2012.

  
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Mel C. Magidson, Jr., Mayor

  
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Charlotte M. Pierce, City Clerk