

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, September 15, 2020, at Noon.
Teleconference as allowed under Executive Order 20-69; App – ZOOM;
Phone 1-646-876-9923, Meeting ID: 87440126812; Password 672774**

The following were present: Mayor Buzzett, Commissioners Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Ashbrook participated by Zoom.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve the Minutes of the Regular Meeting on September 1, 2020, and the Budget Workshop of September 8, 2020. All in favor; Motion carried 5-0.

City Attorney –

Ordinance 575 Water Rates, Public Hearing and First Reading

Mary Boatiem and Ronnie Maddox, residents of Windmark, expressed their concerns about their water bills and irrigation meters being tied into their regular meter. Mr. Anderson shared that a separate irrigation meter can be purchased from the City for \$450 or they might want to consider a shallow well. Ms. Boatiem requested that her bill be reevaluated and Mr. Anderson explained there is no way of knowing how much water was used on the lawn and it would not be possible to determine the exact irrigation usage with only one household meter.

Commissioner Hoffman suggested that the usage policy be readdressed and consider options other than just sewer adjustments for pools.

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to have the First Reading of Ordinance 575. All in favor, Motion carried 5-0.

Attorney McCahill read Ordinance 575 by Title only.

Ordinance 576 Sewer Rates, Public Hearing and First Reading

Christy McElroy asked that Mayor Buzzett explain the rates and what caused them to be what they are.

Mayor Buzzett noted that prior to 1998 local industry paid approximately 95% of the water and sewer rates. As these industries closed, the burden was shifted to the residents. Construction of the new water plant, Interlocal Agreement requirements, and loan payment obligations have caused the rates to be what they are.

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to have the First Reading of Ordinance 576. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 576 by Title Only.

Ordinance 577 Water and Sewer Impact Fees, Pubic Hearing and First Reading.

No one addressed the Commission on this Ordinance.

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to have the First Reading of Ordinance 577. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 577 by Title Only.

Old Business –

Coronavirus (COVID-19) Update – Resolution 2020-02 – State of Emergency Still in Place

Mayor Buzzett thanked citizens for wearing masks. He noted they are working as the numbers are coming Down.

2020 Census – City Manager, Jim Anderson, stated that numbers for Gulf County are still very low and he encouraged everyone to contact the Census and be counted. You may contact the Census Bureau by either social media at 2020census.gov or by calling 844-330-2020. Enumerators are still going door to door and he encouraged everyone to be counted.

Mr. Anderson also encouraged everyone to stay off the roads during this uncertain weather.

New Business –

Boat Ramp Signage:

A handout was provided of the signage. After discussion, a Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to approve and proceed with purchasing 5 of the 6 signs.

Mayor Buzzett also expressed his appreciation to Lt. Jake Richards for the help the Police Department provided on Labor Day Weekend keeping the boat ramp traffic moving and off of the highways.

Garrison Avenue Patch Work:

Staff feels that the quote to repair 17 dips on Garrison Avenue was too high. A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to go out for bid for these repairs. All in favor, Motion carried 5-0.

Public Works – John Grantland

Employees of Public Works are working diligently to keep ditches flowing. Mr. Grantland noted that the low tide will be later today and is hoping for relief then. Currently, there are 9 stations pumping at capacity because of the inundation of rain and approximated 5,400 gpm of water are being sent to the headworks.

Mr. Grantland shared that the podiums have been installed and secured at both cemeteries.

Due to the current weather conditions, Mr. Grantland asked that he be allowed to leave the meeting to get back in the field to deal with the weather issues. His request was granted.

Surface Water Plant – Larry McClamma participated by Zoom

Mr. McClamma did not have anything for the Commission at this time.

Wastewater Plant – Kevin Pettis participated by Zoom.

Mr. Pettis shared that the plant will be discharging due to the tremendous amount of rain, they have postponed installing the pipe in the bottom of the lagoon until the weather improves, and there is currently 2.5' of free board in the lagoon.

Finance Director – Mike Lacour

FEMA Update

The state continues to hold the \$418,000 due from Hurricane Michael and he is working on this. He is still working with FEMA and insurance on the 2 lift stations and compactor facility. Our insurance company has stepped up and will be covering the Maddox Park Property repairs which will eliminate the need for FEMA funding.

Budget Update

Mr. Lacour thanked the Commission and department heads for their help with the budget, and he is currently loading the budget in Munis. He noted the new fiscal year begins October 1, 2020.

FRDAP Committee Recommendations

The FRDAP Committee met on September 10, 2020, and recommended the installation of walking trail outdoor fitness work out stations and disc golf courses for two FRDAP Grant applications. One grant is for Forest Park South – Dooder Parker Park and the other for the Washington Complex.

Christy McElroy shared her thoughts about connecting the walking trail to North Port St. Joe, on connectivity throughout the City, and repairs to the STAC House Basketball Court.

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, for DEI to submit the grant applications on behalf of the City. All in favor; Motion carried 5-0.

City Engineer – Josh Baxley

NRDA Stormwater Grant Update

Cost estimates have been updated concerning pricing. DEI will submit the comment response to NFWFMD this week, and the next step will be a follow-up call with the agencies.

Stormwater Master Plan and Inventory

The master map and inventory are completed and DEI has started the analysis and report. DEI is to follow-up on the process for filing an extension.

Walking Path FDOT Grant Update

Notice of Award and Agreement has been provided to the contractor. Once the Agreement and bonds have been received, DEI will provide the final information to FL DEP and await the Notice to Proceed.

CDBG Grant Update

The tentative start date for the project is November 1, 2020. DEI is to perform the CEI.

Garrison Avenue SCOP Grant Update

This project started on September 8, 2020.

First Street Lift Station and Long Avenue Update

ERP permit for the Long Avenue water line crossing the canal is in hand.

Commercial District – Water / Sewer TRIUMP Grant Application

Video is under review and DEI expects to develop a Scope of Work and estimate over the next couple of weeks.

City Pier

The project is to start this week.

Reserves at St. Joe Bay

The FL DOT Permit and the FL DEP Potable Water Permit are in hand. The general FL DEP Permit has been applied for surface water crossing.

NRCS Grant

There will be a meeting this week to discuss bid documents.

FRDAP

The application submittal dates are October 1, 2020, through October 15, 2020.

Code Enforcement –

Mr. Burkett is working with contractors on the William Thursbay and Carlos Cunningham properties, they are currently shoring up Right of Entry issues, and new hearings are being scheduled with the Special Magistrate.

Police Department – Lt. Jake Richards

Lieutenant Richards shared the renovations for the Police Department are on schedule and furniture will be delivered in 9 days. Phones lines are being pulled and a check off list is being compiled.

City Clerk – Charlotte Pierce

RFQ 2020-01 Architectural Services

Clerk Pierce noted 7 firms applied to be considered for RFQ 2020-01. It is the recommendation of Staff that MLD Architects be retained as they have previous work history with the City on historical projects and are very aware of the needs of the City.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to enter into a Continuing Services Contract with MLD Architects. All in favor; Motion carried 5-0.

Request to Bid Keepers' Quarters Rehab

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to receive bids for repairs to the Lighthouse Keepers' Quarters, Eglin, and the oil shed. All in favor; Motion carried 5-0.

Citizens to be Heard –

Christ McElroy complimented the City on new garbage cans at Clifford Sims Park, asked about the NRDA information being placed on the City's website, read an article from the News Herald concerning drainage area cleaning, and entry way signs for the City.

Chester Davis recommended advertising the Washington Complex as a sight to be used for activities. He also requested the City check the sewer of 261, 263, and 265 on Avenue D to prevent problems at their church.

Marvin Davis asked about the NPSJ Sewer, which had just been discussed and the recreation department to which Mr. Lacour responded with the position will be advertised as a part time position. He thanked the City for the Washington Complex as his church has enjoyed meeting there.

Mazie Stone suggested signage for the Washington Complex, shared her concerns about the rebuild of Burger King and what their water runoff is doing to Pauline Pendarvis' yard and creating a river under Miss Stone's house. It was noted that there are requirements to protect the neighbor's yard when property is being elevated.

Discussion Items by Commissioners –

Commissioner Ashbrook stated he was doing well other than being wet.

Commissioner Hoffman noted the City is flooded. He also shared his concerns about the alley way between Sixth and Seventh Streets, and feels the project should be bid out due to the lack of man power in the City. Mr. Anderson will discuss this with John Grantland and have it on the next Agenda.

Commissioner Langston shared his concerns about Bears and the need for signage in the Gateway Apartments area. He noted the Bears have been running children at Gateway and is concerned about their safety. Lt. Richards responded the Police Department receives 3 – 4 calls each week about the Bears and issues they are causing there. Gateway has taken steps to secure their dumpster to prevent issues with the Bears.

Mayor Buzzett will write the FWC, expressing the concerns of the Commission on the Bears, and advise them they will be responsible for any issues if they fail to work with the City on this.

Commissioner Lowry did not have anything else for the Commission.

Mayor Buzzett thanked the Commission for keeping things going while he was out. He also encouraged the Commissioners to keep the notes provided by Engineer John Baxley to refer to as they work on projects.

Motion to Adjourn –

There was no other business to come before the Commission and Major Buzzett adjourned the meeting at 2:05 P.M.

Approved this 6th day of October 2020.



Rex Buzzett, Mayor

10/6/20

Date



Charlotte M. Pierce, City Clerk

10/6/20

Date