

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, October 6, 2020, at Noon.**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, and Langston. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Lowry joined the meeting at 12:07 P.M.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the Minutes of the Regular Meeting on September 15, 2020, and the Special Meetings of September 15, 2020, and September 29, 2020. All in favor; Motion carried 4-0.

City Attorney –

Resolution 2020-05 FRDAP Forest Park

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to adopt Resolution 2020-05. All in favor; Motion carried 4-0. Attorney McCahill read Resolution 2020-05 by Title only.

Commissioner Lowry joined the meeting.

Resolution 2020-06 SRF Wastewater Loan Application

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to adopt Resolution 2020-06. All in favor; Motion carried 5-0. Attorney McCahill read Resolution 2020-06 by Title only.

Old Business –

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

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.

Mayor Buzzett reminded everyone to follow the CDC Guidelines and encouraged the continued wearing of masks.

6th and 7th Street Drainage – Commissioner Hoffman

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to award the emergency project to Jason White Construction, LLC, in the amount of \$45,565.00. All in favor; Motion carried 5-0. This is an unbudgeted expenditure and will have to be taken from insurance proceeds.

New Business –

Project Graduation – Commissioner Langston

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to allow the Project Graduation Committee to use the Centennial Building the last two weeks in October for a Haunted House event. All in favor; motion carried 5-0. It was noted that there are restrictions that must be followed since the Centennial Building renovations.

Field of Dreams Housing Development – Commissioner Ashbrook / Southern Advocacy Group

Mike Rogers, Southern Advocacy Group provided a packet and discussed plans for affordable housing that could hopefully, be constructed on the Field of Dreams Property. Jennifer Languelle, also of Southern Advocacy Group, participated by telephone and gave an overview of their project.

Jim McKnight, Gulf County Economic Development, shared the need for affordable housing in Gulf County and encouraged the Commissioners to work with them on this project.

Christy McElroy reminded the Commission that the land had been given to the City for recreational purposes, TDC Funds had been committed to the project, and an Interlocal Agreement was in place concerning the property.

Commissioner Ashbrook stated that he had spoken with Jorge Gonzales of the St. Joe Company and they would be willing to work with the City on this project provided the land given to the City by the St. Joe Company was put into a Land Trust.

Robert Branch referred to item 7 of the Interlocal Agreement and noted the land was for recreational use.

Mayor Buzzett commended Commissioner Ashbrook for his work on this, noted it is a great project and idea, but for the wrong location. He noted the City has approximately 50 acres that could possibly work for this type project and he is willing to talk with the Southern Advocacy Group about this.

City Lots on Woodward Avenue

City Manager, Jim Anderson, shared this property is near where the stormwater issues are being addressed and recommended waiting until the project is completed to consider this request.

Lighting of the Lighthouse – Linda Wood

Mrs. Wood shared a request from a local group to light the lighthouse again in October of this year. Due to challenges with the strands of lights on the stair railings, and the inability of people to make pictures of the lighthouse in the day without the lights in their picture, she recommended the lights be strung to coincide with Christmas decorations being put up in the City.

Commissioner Hoffman reiterated that when a group has a lease on City property, the City should defer to the lessee on issues.

Due to the electrical cost of approximately \$1,500 per month for the lights to be on, and the recommendation from Mrs. Wood, consensus of the Commission was for the lights to be up from around Thanksgiving to New Year.

Planning Board Membership

Planning Board Members are volunteers that serve at the discretion of the City Commission. There are three terms expiring this month. After discussion, it was the consensus of the Commission to advertise for these vacancies and if a sitting board member wished to continue serving, their name would be placed on the list.

Write-Off Policy – Mayor Buzzett

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to revise the current Write-Off Policy to “Residential and Commercial accounts with excessive usage NOT due to a water leak, equipment or billing error to include but not limited to pool installation and/or refill based on a six-month average. Limited to (1) adjustment in a (12) month period for (2) consecutive billing periods.” The new policy will be retroactive to July 1, 2020. All in favor; Motion carried 5-0.

Public Works – John Grantland

Vacuum Trailer – Request to Purchase

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to purchase a New Vactron CS870GT Vacuum Excavator, Trailer Mounted from Vermeer Southeast in the amount of \$33,125. All in favor; Motion carried 5-0.

Surface Water Plant – Larry McClamma

RFP 2020-15 50% Membrane Grade Caustic Soda

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to accept RFP 2020-15 50% Membrane Grade Caustic Soda from Univar USA at the price of \$1.589 per gallon. All in favor; Motion carried 5-0. Mr. McClamma noted this will be a savings of approximately \$3,500 per year.

RFP 2020-16 Sodium Hypochlorite

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to accept RFP 2020-16 from Allied Universal at the price of .89 per gallon. All in favor; Motion carried 5-0. Mr. McClamma noted this will be a savings of approximately \$8,000 per year.

RFP 2020-17 Liquid Ferric Sulfate

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to accept RFP 2020-17 for Liquid Ferric Sulfate from Cedar Chem at the price of \$471/DT/DEL. All in favor; Motion carried 5-0. Mr. McClamma noted the price held on this chemical for the coming year.

Wastewater Plant – Kevin Pettis

Surplus Property

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to declare a 1980 International Harvester 510 Front End Loader surplus property. All in favor; Motion carried 5-0.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour shared that the City will be receiving \$274,000 of the \$418,000 due. The state continues to ask for information on the \$144,000 that was expended for the Washington Gym and ServPro.

He noted the \$250,000 reimbursement for the Jones Homestead Project was received this morning.

Budget Update

Mr. Lacour stated the new Fiscal Year has begun and things are moving along well.

City Engineer – Josh Baxley

NRDA Stormwater Grant Update

A conference call with the agency has been scheduled for October 7, 2020, concerning this.

Stormwater Master Plan and Inventory

Final revisions are currently being made to the Master Map and he anticipates having it completed by the middle of November.

Walking Path FDOT Grant Update

The amendment to the original agreement has been executed by FL DEP. Mr. Baxley is still waiting on the DOS Letter, a signed agreement between the County and Contractor, and Meeting Minutes from the BOCC Meeting.

CDBG Grant Update

Tentative start date for this project is October 1, 2020, and DEI will be performing the CEI.

Garrison Avenue SCOP Grant Update

The project is currently in progress.

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, for a new Change Order with Roberts and Roberts to replace stormwater pipe at 16th and 18th Streets on Garrison in the amount of \$11,444. All in favor; Motion carried 5-0. This corrects the Change Order made at the Commission meeting on September 15, 2020. This will be submitted to FL DOT for possible re-imbusement.

A Motion was made by Commissioner Langston, second by Commissioner Lowry, for Change Order II to Gulf Coast Underground to repair and line the manhole at 16th Street and Garrison Avenue in the amount of \$7,480. All in favor; Motion carried 5-0.

First Street Lift Station and Long Avenue Update

This project has been included in the SRF Funding.

Commercial District – Water / Sewer TRIUMP Grant Application

The contractor has completed the video review and provided guidance on unit pricing. Dewberry has begun a takeoff of the entire system and expects to have quantities and pricing within the next couple of weeks.

City Pier

This project is in progress.

Reserves at St. Joe Bay

All permits are in hand.

FRDAP Grants

Submittal date is October 1, 2020, through October 15, 2020.

NRCS Grant

Mr. Baxley is awaiting proposal from sub-contractor for preparation of an RFQ.

Code Enforcement –

Mr. Anderson shared there was a hearing last week, two structures have been removed, 1 property cleaned, a structure will be taken down next week on Avenue B, and an issue on Palm Boulevard is being addressed.

Police Department – Chief Jake Richards

Chief Richards anticipates the fiber will be pulled next week in the Police Department and their new phones will be provided by Verizon at a much cheaper price with new equipment.

City Clerk – Charlotte Pierce

Ghosts on the Coast Update

Clerk Pierce shared that flyers were distributed by the Police Department, calls are being received about the event, and everything is moving forward.

Mayor Buzzett asked that all social media post about the event state that the City will be following the CDC Guidelines.

Citizens to be Heard –

Robert Branch inquired about the NRDA Grant to which Mr. Baxley reiterated what he had just shared on the project.

Christy McElroy questioned the pipe plans for the NRDA Grant and Mr. Baxley referenced the three plans currently being considered.

Marvin Davis expressed his concerns about the mask ban being lifted.

Discussion Items by Commissioners –

Commissioner Hoffman shared his thoughts on the Chicken House Branch and Depot Creek ditches bringing water into the City and asked that they be reviewed to see about the possibility of rerouting them.

He also requested that, if a surplus truck was available, that it be given to the Disaster Recovery Group for them to use with their roofing projects.

Commissioner Langston again requested input from his community on the Tennis Courts in North Port St. Joe and reminded the Commission there is another hurricane and the City needs to be prepared.

Commissioner Lowry shared that the Department of Emergency Management has requested an arial spray to combat the mosquito problem in the county.

Commissioner Ashbrook welcomed Chief Richards and wished him well in his new job.

Mayor Buzzett also offered his congratulations to Chief Richards.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:55 P.M.

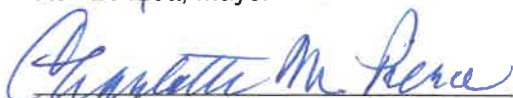
Approved this 20th day of October 2020.



Rex Buzzett, Mayor

10/20/20

Date



Charlotte M. Pierce, City Clerk

10/20/20

Date