

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, August 3, 2021, at Noon.**

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Langston, second by Commissioner Ashbrook, to approve the Minutes of the Regular Meeting of July 20, 2021. All in favor; Motion carried 5-0.

City Engineer – John Baxley

NRDA Stormwater Grant Master Plan

This project is on hold.

Maddox Park Gazebo

SCE is working on the final plan revisions for the gazebo and Dewberry expects to provide a copy to the City this week for review and comment.

CDBG Project

Project is complete. Dewberry is coordinating a final walk through with the City.

First Street Lift Station and Long Avenue Water / Sewer Project

Dewberry has received verbal approval from SRF for the change order that includes the rehabilitation of the First Street Sewer.

Port City Trail

Trail construction is complete, and the lighting infrastructure has been installed.

First Street Resurfacing

The project is currently in design.

City Attorney –

Resolution 2021-12 Recreation Fees

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to adopt Resolution 2021-12. All in favor; Motion carried 5-0.

Ordinance 592 Panhandling: First Reading and Request to Advertise

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to have the First Reading and advertise Ordinance 592. All in Favor; Motion carried 5-0.

Attorney McCahill read Ordinance 592 by Title only.

Old Business –

Current City Projects

Mr. Anderson shared that progress is being made on various City projects. The bridge for Long Avenue between 17th and 19th Streets and the Buck Griffin Lake Bridge were delivered this morning.

New Business –

Covid 19 – Mayor Buzzett

Mayor Buzzett shared his concerns about the increase in positive test results for Covid in our area. He noted that the City is responsible for our employees and employees can be required to wear masks, practice social distancing, and be tested weekly for Covid. Mayor Buzzett reiterated that employees that are off from work because of Covid must stay home.

Commissioner Ashbrook reminded the Commission of the rental policy in place restricting the use of City facilities when the positivity rate for Covid passes 15%. He noted the need to have a moratorium on future rentals and to contact those that currently have a City facility leased to make them aware of possible restrictions or cancellations as long as the positivity rate is above 15%.

Re-Finance of Current Regions Loan

City Staff is working with our Financial Advisor and Bond Attorney on this.

Payoff of USDA Loan

The City's Financial Advisor has recommended paying off the USDA Loan on or before October 1, 2021, in the amount of \$151,973.14 because it has the highest interest rate.

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to pay off the USDA Loan. All in favor, Motion carried 5-0.

Budget 2021 / 2022

The next Budget Workshop will be held on Tuesday, August 17, 2021, at 11:00 A.M. in the Commission Chambers at Ward Ridge.

Public Works – John Grantland

Mr. Grantland shared that lights for the pedestrian crosswalk are at the shop; the bridges for Long Avenue and Buck Griffin Lake are in, and they are working on parking in Frank Pate Park.

Commissioner Ashbrook asked about weeds growing on the promenade and the bleaching of the fish cleaning dumpster at Frank Pate Park.

Commissioner Hoffman requested that the grinder for the fish cleaning station be put on the next Agenda.

Commissioner Lowry asked if the 3-phase power had been installed at the boat ramp. Mr. Grantland responded that he is working on that.

Commissioner Langston asked about a contractor for the gazebo at the Washington Museum and Mr. Grantland responded that he has been trying to located someone to help with this.

Surface Water Plant – Larry McClamma

Mr. McClamma did not have any updates for the Commission.

Wastewater Plant – Kevin Pettis

Mr. Pettis shared there is 1' 3" of freeboard in the lagoon; the plant is pumping at 20%; the filter feed pump repairs will be approximately \$6,300; Zone 5 of the Sprayfield is operational again; the Consent Order letter

has been sent to FL DEP and Mr. Pettis is requesting an extension due to the biological dredge stirring up the bottom. He anticipates that it will be three months until the bottom settles.

Finance Director – Mike Lacour

Mr. Lacour will convene the FRDAP Committee to begin working on the applications for the upcoming FRDAP Grant Cycle. He noted the need for an RFP for current projects at the Washington Site and Buck Griffin Lake, and that there is \$36,000 in the budget that could be used for the fish station grinder.

Code Enforcement –

Mr. Anderson shared that uncut grass continues to be an issue and there are hearings scheduled for August 9, 2021, for locations that are not in compliance.

Police Department – Chief Richards

Chief Richards reminded the Commission of the plan to redirect traffic to the Frank Pate Park Boat Launch.

Commissioner Ashbrook asked if golf carts were allowed in Core Park. No motorized vehicles are allowed in the park.

City Clerk – Charlotte Pierce

Grants Update

City Staff continues to work with our Grant Writers, the Ferguson Group, on grants for the City.

Ghosts on the Coast

Clerk Pierce asked for direction from the Commission on having Ghosts on the Coast since October 31st falls on Sunday this year. In the past, First Baptist Church and the City have sponsored their respective events on the same night. The Commission will give a decision as to what they would like to do at the August 17, 2021, meeting.

Ms. Pierce reminded the Commission of Christmas on the Coast on Saturday, December 11, 2021.

Citizens to be Heard –

Eddie Fields asked about the Gazebos at the Washington Site and Maddox Park. He also asked about the drainage on Avenue A and MLK to Avenue G; pipes on the old baseball field area, and a splash pad.

Chester Davis thanked the Commission for their protocol on upcoming events due to Covid. Noted that the Brownfield meetings will be held at First United Methodist Church and asked Mayor Buzzett to give a welcome to those attending the meeting.

Discussion Items by Commissioners

Commissioner Hoffman asked about the lights at the Tennis Courts and Mr. Grantland responded that he is working on that.

Commissioner Lowry did not have anything to discuss.

Commissioner Ashbrook asked about the deadline for the RFQ for Affordable Housing. Packets are due Friday, August 6, 2021.

Commissioner Langston asked about the property behind Public Works. It was noted that the RFQ Packets are due Friday, August 6, 2021.

Mayor Buzzett did not have anything new to update the Commission on and encouraged everyone to get their Covid vaccination.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:00 P.M.


Approved this 17th day of August 2021.



Rex Buzzett, Mayor

8/17/21

Date



Charlotte M. Pierce, City Clerk

8/17/21

Date