

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, MARCH 6, 2012, AT 6:00 P.M.

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

Mayor Magidson welcomed the new City Manger, Jim Anderson, and stated he was looking forward to working with him.

Consent Agenda:

Minutes:

Motion by Commissioner Buzzett, second by Commissioner Gingell, to approve the Minutes of the January 24, 2012, Workshop and the February 7, 2012, Regular Meeting. All in Favor; Motion carried 5-0.

Regular Agenda:

City Attorney:

Ordinance 478, Second Reading - Repealing the Town Center PUD

Motion by Commissioner Gingell, second by Commissioner Patterson, to read by title only Ordinance 478, Repealing the Town Center PUD and Ordinance # 334 and #345 and amending the Zoning Map. All in Favor; Motion carried 5-0.

Motion by Commissioner Gingell, second by Commissioner Kennedy, to adopt Ordinance 478, Repealing the Town Center PUD. All in Favor; Motion carried 5-0.

Port Authority Request

The Port St. Joe Port Authority has requested to expand the Port Planning Area to include Jetty Park and the old City Headworks site. Motion by Commissioner Buzzett, second by Commissioner Patterson, to grant the request and include a Memorandum of Understanding. All in Favor; Motion carried 5-0.

The Commissioners expressed their concerns for Jetty Park, Eco Tourism, parking, and a Memorandum of Understanding with the Port Authority for the use of Jetty Park.

Mr. Gibson anticipates that the process will take several months. The Port Authority will most likely adopt a Resolution in March expanding the area, the PDRB Board would receive the request at their April meeting, it would be transmitted to the Department of Economic Opportunity for their review, the request would be returned to the City for adoption and then there would be an appeals committee. The process would likely be finished by July.

A motion was made by Commissioner Buzzett, second by Commissioner Kennedy, to allow

the attorney to enter into contract negotiations or a Memorandum of Understanding on the proper use and proper procedures to use at Jetty Park. All in Favor; Motion carried 5-0.

Ordinance 479 - Road Abandonment

Motion by Commissioner Gingell, second by Commissioner Patterson, to read Ordinance 479 Road Abandonment of a portion of Sixth Street located between Woodward Avenue and the Northerly extension of the East line of Lot 1, Block 38 St. Joseph's Addition Unit 3. All in Favor; Motion carried 5-0.

Motion by Commissioner Gingell, second by Commissioner Kennedy, to adopt Ordinance 479. All in Favor; Motion carried 5-0.

City Manager Report:

Old Business:

504 Plan Approval

Motion by Commissioner Buzzett, second by Commissioner Gingell, to Adopt the 504 Facilities Accessibility Evaluation for the City of Port St. Joe as presented by Bruce Ballister of the Apalachee Regional Planning Council. The Americans with Disabilities Act of 1990 requires that the City review its public facilities and generate a plan to achieve compliance with the subject and act upon that plan within three years. Mr. Ballister evaluated the City Hall, Centennial Building, STAC House, and Fire Station. All buildings required modification for compliance with the act. Mr. Ballister recommended that the work for the STAC House be moved back one fiscal year and the chair lift for the Centennial Building be moved to a later fiscal year. A copy of the report is attached. All in Favor; Motion carried 5-0.

Centennial Building Acoustics Update

Mr. Anderson reported that a contract has been signed with Eric Davidson for architectural design.

Madison Street / Garrison Avenue Multi-use Path

The contractor will be requesting Change Orders for rain days and additional piping.

Fire Department Air Packs – Bid Award

A City fire truck is currently out of service due to the lack of certified air packs. Motion by Commissioner Kennedy, second by Commissioner Gingell, to award bid # 2011-11 to Sunbelt Fire for the purchase of 6 air packs for \$24,102.00. All in Favor; Motion carried 5-0.

Motion by Commissioner Kennedy, second by Commissioner Gingell, to use \$19,400 of remaining BP Funds, \$3,000 Fire Department contingencies and \$1,000 Fire Department Communications. All in Favor; Carried 5-0.

Boat Channel Markers

Commissioner Buzzett requested that the channel markers at Frank Pate Park be kept on the

Agenda until the issue is resolved. Mayor Magidson asked Commissioner Kennedy to spearhead the project.

New Business:

Scout Troop #47 – Community Expo and Yard Sale

Mayor Magidson encouraged the Commission and citizens to support the event on March 31, 2012. Commissioner Buzzett requested the City support this project with garbage cans, pickups etc., as we have with the Scallop Festival and Chamber events.

Retiree's sick and annual leave payout

Motion by Commissioner Buzzett, second by Commissioner Kennedy, to approve the request of retirees Charles W. Weston and James B. Hamilton. All in Favor; Carried 5-0.

City Clerk Vacancy Update

Mr. Anderson stated he has received seven applications and March 15, 2012, is the closing date. A discussion was held concerning the hiring and Mayor Magidson requested that the Gulf Coast Workforce Board be involved in the process.

Utility Billing Clerk – Request to advertise

City Manager, Jim Anderson, requested that he be allowed to advertise for the Utility Billing Clerk. The Commission agreed by consensus and suggested that it be in the local paper and on the City Website.

CDBG Grant Administrator – Request to go out for bid

Bruce Ballister, Apalachee Regional Planning Council, addressed the Commission concerning his work history with the City. Mr. Ballister reminded the Commission that by using ARPC as the grant administrator, it was not necessary to go through the normal procurement process. He has been the grant administrator for the North Port St. Joe Sewer Project Phases I and II and has written the Phase III grant. ARPC has expended approximately \$26,000 up front on Phase III but the City did not proceed with the grant due to the match requirement. The survey data is still current but cautioned we are in the fifth year of the grant application period.

The Commission stressed to Mr. Ballister that the Water Distribution Grant was time sensitive, needed his immediate attention and that all deadlines must be met. Mr. Ballister assured the Commission that he would start on the project immediately and that he understood the sensitive nature of the project.

A Motion was made by Commissioner Kennedy, second by Commissioner Patterson, to proceed with the project using the Grant Administrator services of the ARPC and Mr. Ballister. All in Favor; Carried 5-0.

Motion by Commissioner Gingell, second by Commissioner Buzzett, to authorize Mayor Magidson to sign the contract with ARPC. All in Favor; Carried 5-0.

Covenant Hospice – Request to waive rental fee

The Commission discussed the ramifications of waving the fee. This request has been honored in the past, other non-profit entities have been granted a waiver and in the future, each waiver request will be addressed case by case. Motion by Commissioner Buzzett, second by Commissioner Gingell, to grant the request. All in Favor; Carried 5-0.

Workforce Board – College volunteers

Mr. Anderson shared that the students from Auburn University would be in town March 11 – 14, 2012. Diana Sealey Burkett will be coordinating the program for improvements to elderly citizen's homes, yard clean up and the Washington Gym.

City Flag Presentation

The City Manager shared that recently retired City Manager, Charles Weston, presented a City flag to the City of Port St. Joe. Mr. Weston had the flag designed and presented it as a gift to the City.

Public Works

John Grantland reported that all five lateral transfers have taken place in his department. A request by Mr. Grantland to increase the work and pay of Matthew Richter was approved by a motion from Commissioner Patterson, second by Commissioner Kennedy. All in Favor; Carried 5-0.

Surface Water Treatment Plant – Larry McClamma

Motion by Commissioner Buzzett, second by Commissioner Gingell, to approve the hiring of four Operator Trainees for the Surface Water Plant. All in Favor; Carried 5-0.

Membrane Tank Wall Cracks Update

The contractor is reviewing the project and will be making their recommendations very soon.

Mr. McClamma reported that the City had passed the Disinfectant By-Product Sampling with DEP. The City results were lower than the state rate in every category. These were the lowest numbers for the SWTP since beginning operation in 2009.

Wastewater Plant – Lynn Todd

Ms. Todd related that the worker transition is complete, she will have an employee retiring in June and that work is continuing on the Headworks and Sprayfield.

City Engineer – Clay Smallwood, III

Headworks and Sprayfield Project Update

Work is progressing on the project. Construction is moving along on the removal of the gravity fed system on Highway 98.

Water Distribution System Phase I Improvements Update

Phase I - Ground has been broken and work begun in the Bird Alley area. The First Street area will be the next work site with Garrison Avenue and the adjacent circles to follow.

Mr. Smallwood anticipates having the DEP Permit for Phase II in about 30 days.

Billy Joe Rish Parking Lot

The project has been kicked-off and completion is anticipated in approximately 75 days.

Port St. Joe Pathway for Health and History (Port City Trail)

There is a manufacture's problem with the light bulbs along the trail. Mr. Michael Bloodworth, who installed the lighting system, is waiting on the replacement bulbs to correct the problem.

Code Enforcement Update

Mr. Anderson reported that Mr. Burkett has been busy with spring cleanup. The County will be working with the City during the cleanup time.

Police Department – Chief David Barnes

Chief Barnes has been talking with FL DOT concerning buffers for the entrance areas to the Goodwill and McDonald's properties.

Commissioner Kennedy noted there is a safety issue with a large pine tree on the West side of Highway 98 near St. Joseph Drive that will be a traffic hazard when it falls. He asked Chief Barnes to check on the tree.

Chief Barnes requested the public's help with a panhandler. The man asks for gas and food money to go see his mother who has recently had surgery in Pensacola. He is driving a 1999 grey Ford truck with no front bumper. Please call 227-1115 if you are approached by this individual.

Grants Update – Charlotte Pierce

Ms. Pierce provided the Commission with a report of the grant activities for the past two weeks.

Port St. Joe Redevelopment Agency – Gail Alsobrook

Ms. Alsobrook has submitted a grant for a Coastal Partnership Initiative for a Planning Grant for the bay and George Core Park.

Langston Drive does not qualify for the USDA Rural Business Enterprise Grant. Ms. Alsobrook would like to revise the narrative for the grant and provide sidewalks and landscaping for Martin Luther King, Jr., Boulevard. She will need a PER from Preble Rish, a Resolution from the City for Mayor Magidson to obtain a USDA RBEG Grant and the PSJRA will provide \$10,000 in funding for the project. There will be no City funding involved. Motion by Commissioner Gingell, second by Commissioner Kennedy, to apply for the grant. All in Favor; Motion carried 5-0. This will be Resolution 2012-01.

Interim Clerk – Charlotte Pierce

Ms. Pierce noted that the City had been served with two law suits in the past couple days. She asked that the Commissioners speak with Attorney Tom Gibson for more information on the suits.

Citizens to be Heard

Pastor James Wiley gave a power point presentation of an upcoming Ministerial Association event on December 3, 2012 at Constitution Park. The opening date for the Florida Constitution Convention was December 3, 1838, and this will be the 174th anniversary of the convention. The purpose of the upcoming event is to reaffirm the foundation of the Florida Constitution and that faith in God is the foundation of our state and nation. Pastor Wiley anticipates including spiritual, governmental, and public leaders, governmental entities, service organizations and the community in the project. Mayor Magidson offered a Proclamation from the City and encouraged the involvement of our community.

Debbie Cook, owner of the Tiki Palms Inn, requested assistance from the City with a Code Enforcement issue in her neighborhood. Mayor Magidson advised Mrs. Cook that the issue would be reviewed.

Ann White asked for clarification on crossing double yellow lines on US Highway 98. She stressed to the Commission that there were more problems in the City with the reduction of 4 lanes of traffic down to two. Mrs. White was concerned that the City would become a Ticket Trap. Chief Barnes explained that there was no problem crossing a double yellow line if you were entering a private residence. There is a problem entering a business parking lot when making a left hand (Westerly) turn, across a double yellow line, through a left turn lane.

Jeff Goldsberry, Waste Pro, expressed his appreciation to the Commission for the opportunity to serve the City of Port St. Joe, offered his assistance with cleanup projects and stated he was looking forward to working with Mr. Anderson.

Commissioner Kennedy asked for help with getting the recycling containers to the schools. Mr. Goldsberry assured Commissioner Kennedy that containers were being built and will be delivered soon.

Discussion Items by Commissioners

Commissioner Kennedy is concerned about the through traffic between Eighth and Tenth Streets on the Port City Trail and would like to be able to keep through traffic off that section.

Commissioner Gingell is concerned about access for residents and has some suggestions as to how to accomplish preventing through traffic while allowing resident access.

Commissioner Kennedy would like for the City to consider the possibility of a trade or allow some concessions with the Gulf County School Board for Lamar Faison Fields. He feels that this would be a benefit to both entities.

Citizens enjoying the Port City Trail have expressed concerns about the "nervous section" or wooded area between Twentieth and Twenty Second Streets to Commissioner Kennedy. In the past, the St. Joe Company has thinned certain areas of their property and he would like to

know if that would be possible for this section of the trail. Jorge Gonzales, of the Joe Company, noted that he would work with Commissioner Kennedy on the issue.

Commissioner Patterson asked John Grantland for an update on the striping of City roads. Mr. Grantland responded that the county is in the process of obtaining quotes. Clay Smallwood reported that PRI is in the process of combining the two lists as it would be an advantage to both the City and County.

Commissioner Gingell – Nothing at this time.

Commissioner Buzzett – Nothing at this time.

Mayor Magidson would like to see the FWC “Premium Parking Space” at the City Boat Ramp moved as the agency does not use it. Chief Barnes reported that the space is left vacant for all emergency and rescue vehicles.

Motion by Commissioner Patterson, second by Commissioner Gingell, to adjourn the Meeting at 8:03 P.M.

Approved this 20th day of March 2012.


Charlotte M. Pierce, Interim City Clerk


Mel C. Magidson, Jr., Mayor