

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, September 17, 2013, AT 6:00 P.M.

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to approve the Minutes of the Regular Meeting of September 3, 2013; Budget Workshop Meeting of September 3, 2013 and the Special Meeting of September 12, 2013. All in Favor; Motion carried 5-0.

CITY ATTORNEY – Tom Gibson

Interlocal Agreement

A Motion was made by Commissioner Patterson, second by Commissioner Thursbay, to execute the agreement. All in Favor; Motion carried 5-0.

Department of Economic Opportunity / Competitive Florida Partnership Program

Mr. Gibson shared that this is an opportunity for planning above and beyond what has been done in the past and that there is possible funding from Department of Economic Opportunity to cover expenses. There will not be any expense to the City for this. Mayor Magidson requested that Mr. Gibson proceed with the project.

Resolution 2013-06 City Pay Scale

A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to adopt Resolution 2013-06. All in Favor; Motion carried 5-0. This will become effective after the FY 2013 – 2014 Budget is adopted.

Interment Fees, Ordinance 494 First Reading and Request to Advertise, Resolution 2013-05

After a discussion on the charge for a Deed, a Motion was made by Commissioner Patterson, second by Commissioner Thursbay, to reduce the charge from \$35 to \$30. Voting in favor of the Motion were Commissioners Patterson, Thursbay and McCroan. Voting against were Mayor Magidson and Commissioner Buzzett. Motion passed 3-2.

A Motion was made by Commissioner Patterson, second by Commissioner McCroan, for the First Reading of Ordinance 494 and approval to advertise. All in Favor; Motion carried 5-0.

Mr. Gibson read Ordinance 494.

Resolution 2013-05 will be considered when Ordinance 494 is adopted.

CITY MANAGER'S REPORT

Old Business

Computer System Repairs – Banyon Pelham

Mr. Pelham presented information on repairing the outdated existing email system or purchasing new equipment. After discussion, a Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to purchase new equipment and share the cost with the Gulf County Sheriff's Department. Anticipated cost is \$5,000 for each entity. All in Favor; Motion carried 5-0.

Florida Recreation Development Assistance Program (FRDAP) Committee Recommendation

Bill Kennedy, Chairman of the FRDAP Committee, shared that the Committee's recommendation is for the City to apply for a \$50,000 FRDAP Grant in the upcoming grant cycle to make improvements to Benny Roberts Park. Improvements will revitalize a baseball field, basketball court and restrooms; will include a new baseball field and a ball containment net. No match is required for the grant and there will be a Public Hearing for the project on September 24, 2013 at 5:00 P.M. A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to apply for the Grant. All in Favor; Motion carried 5-0.

Business License Request for a Pawn Shop – Nicholas Dilallo

A Motion was made by Commissioner Patterson, second by Commissioner Thursbay, to approve the Business License Request for Nicholas Dilallo doing business as Estate Jewelry & Loan at 401 Reid Avenue. All in Favor; Motion carried 5-0.

Waste Pro – Chester Davis

Mr. Davis left the meeting before time for his presentation. Mayor Magidson noted that if he returned, he would be given time for his presentation.

RFP 2013-05 Lighthouse Relocation Bid Award

City Staff, Engineers and Architects are still reviewing the bids. Mayor Magidson will be discussing the costs with our engineers and architects over the next several days.

Incubator Building – USDA Request

Mr. Anderson reminded the Commission that, per the grant agreement with USDA, the Incubator Building needed to be occupied by an emerging business and asked that if anyone knew of a candidate to please have them contact City Hall.

Workforce Board Lease Agreement

Insurance coverage has been an issue in the new agreement. Mr. Anderson has discussed this with Dwight Van Lierop who represents the City. Recommendations to define the areas to be covered have been provided. The Commission requested that these revisions be presented to the Workforce Board.

Regions Bank loan Refinance Update

Mr. Anderson has been notified that the proposal is on the Underwriter's desk and no commitment has been received from Regions Bank as of today. The Commission asked that Mr. Anderson contact Regions and request an answer as we need to know how to proceed due to the upcoming budget.

Roadside Pick-up Amnesty Month

This opportunity has been advertised on our water bills and the City website. The entire month of October has been designated as Roadside Pick-up Amnesty Month.

Budget Update

Mr. Anderson shared that we are moving towards final adoption. A Special Meeting has been set for Monday, September 30, 2013, at 5:01 to adopt the FY 2013 – 2014 Budget.

Alamo Tractor – Update

The Anderson noted that he has received confirmation the tractor is on the way.

New Business

Community Yard Sale - Merchants Association

A Motion was made by Commissioner Buzzett, second by Commissioner Patterson, to approve the Merchants

Association request to host a Community Yard Sale Saturday, October 19, 2013, from 8:00 A.M. to 3:00 P.M. on Reid Avenue. All in Favor; Motion carried 5-0.

Road Closure Request – Faith Christian School

A Motion was made by Commissioner Patterson, second by Commissioner McCroan, to grant the request of Faith Christian School for the closure of Twentieth Street between Marvin and Garrison Avenues on Friday, October 11, 2013, from 8:30 A.M. until 11:30 A.M., for the purpose of Emergency Services demonstrations. All in Favor; Motion carried 5-0.

Dixie Phonics Music Revue – H. J. “Kuntry” Carter

Mr. Carter requested the Commission’s support in recognizing music that is unique to the Northwest Florida, South Georgia and South Alabama areas. He is working to establish county by county support in the areas listed to support this style of music. A Motion was made by Commissioner McCroan, second by Commissioner Patterson, to recognize his efforts. All in Favor; Motion carried 5-0.

Public Works – John Grantland

RFP 2013-06 Water Distribution Phase II Materials Bids

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to award the bid to Lanier Municipal Supply in the amount of \$64,172.12 pending approval from SRF. All in Favor; Motion carried 5-0.

Water Meter Replacement Quotes

A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to accept the quote of Master Meter at a cost of \$40 per end user for 600 meters with a total cost of \$24,000. This money is to be taken from the BP Settlement Funds. All in Favor; Motion carried 5-0.

Surface Water Plant – Larry McClamma

Ground Storage Tank Cleaning is scheduled for the second week in October.

Wastewater Plant – Lynn Todd

The 6,500 gallon Sodium Hypochlorite Tank has issues. A crack is suspected and a representative will be here tomorrow to determine the cause. We are in the second year of a three year warranty on the tank.

Ms. Todd shared that DEP has approved Jeff Bailey as a Lead Operator.

The Grit Kings are currently running well.

City Engineer – Clay Smallwood, III

Traffic Study information will be picked up Thursday by Donnie Phillips of Transfield Services.

Water Study Update

The first shipment of water has been sent to VT. This will be used in the conditioning process of the pipe coupons that were sent earlier. The process should take about 6 weeks and the pilot testing will begin after that.

Northwest Florida Water Management District (NFWMD) Grant Application

Commissioner Buzzett has requested that a Phase II Chipola Pump Station Grant be submitted. The funds would be used to replace the old diesel motor and rework the pump allowing for back up at the station and provide the City with the opportunity to become a regional water supplier. He also requested that we look into the possibility of pre-treating our water as other area Cities do.

Code Enforcement

Mr. Burkett’s report was reviewed. No action was taken.

Police Department – David Barnes

Florida Wildlife Commissioner (FWC) Request to utilize City Property next to Fire Station for Boat Storage

Chief Barnes noted that FWC will be utilizing space provided by Gulf County and to please disregard their request.

Port St. Joe Redevelopment Association (PSJRA) – Gail Alsobrook

RFP 201301 Re-Advertisement, Landscaping Phase IV Bid Review and Award

After a lengthy discussion on the bid specs, cost and reimbursement of a water meter, and Back Flow Preventer, a Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to accept the Bid of Leake Landscapes in the amount of \$47,301 with the cost of the Back Flow Preventer backed out of the bid. All in Favor; Motion carried 5-0.

Downtown Landscape Maintenance Bid Review Process

Ms. Alsobrook noted that two bids had been received and the PSJRA would be handling this bid.

Ms. Alsobrook announced that she would like to submit a FRDAP Grant Application to replace the playground equipment at the Washington Gym site. After much discussion of the grant, the issues concerning it and the concern of the FRDAP Committee that they were disregarded, the Commission agreed for Ms. Alsobrook to proceed with the application.

Commissioner Thursbay questioned Ms. Alsobrook as to whether she received additional monies for applying for grants and she responded in the first year of her contract that she did but she is not currently receiving any funds for writing grants. She noted that her second year contract was up and that grant writing fees will be omitted in future contracts.

Commissioner McCroan expressed his concerns about the appearance that she had gone around the FRDAP Committee on this grant and he wanted her to work with the Committee rather than against them.

City Clerk – Charlotte Pierce

Mrs. Pierce shared that the insurance Open Enrollment process had been completed and minor details were being wrapped up.

Citizens to be Heard

Christy McElroy addressed the Commission concerning the use of the TDC Building for a Republican Party Concealed Weapons Class. After much discussion of the issue, with comments from Lorinda Gingell and Barbara Radcliff and rebuttal by Ms. McElroy, Mayor Magidson reminded those present that the Commission was not a jury and what had been done was in the past. Ms. McElroy noted that there were procedures to follow and she would like to see everyone follow them.

Ann White questioned how First Baptist Church was allowed to have digital sign on their premises. Mr. Anderson shared that a Special Exception had been requested, it was properly advertised and approved by the PDRB.

Discussion Items by Commissioners

Commissioner Thursbay directed that the following statement be included in the minutes. "I am not a part of talking to people the way they were just talked to by our mayor."

Commissioner Patterson asked if the bids for parks and ball fields had been advertised and also asked if the City could cover the areas that County Commissioner Tan Smiley had previously covered. Mr. Grantland noted that the bids had been advertised and the areas in question were included in them.

Commissioner Patterson asked Ms. Alsobrook if she would be willing to write a grant for the track near the Washington Gym. Ms. Alsobrook agreed to discuss the possibility.

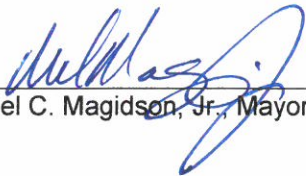
Commissioner McCroan did not have anything to discuss at this time.

Commissioner Buzzett did not have anything to discuss at this time.

Mayor Magidson asked for a Motion to adjourn the meeting.

A Motion was made by Commissioner Patterson, second by Commissioner McCroan, to adjourn the Meeting at 8:03 P.M.

Approved this 1st day of October 2013.



Mel C. Magidson, Jr., Mayor



Charlotte M. Pierce, City Clerk