

**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, July 21, 2015, AT 6:00 P.M.  
The Meeting was held in the Port St. Joe Fire Department Meeting Room due  
to a request for accessibility from a citizen.**

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

Mayor Patterson allowed citizens supporting the PACES Foundation affordable housing project to speak rather than having to wait until the end of the meeting. The following individuals spoke on the subject: Amanda Thomas, Bonnie W. Bell, April Leslie, Letha Mathews, Valencia Foxworth, Annie Sue Fields and Tammy Raffield.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Ashbrook, second by Commissioner McCroan, to approve the Minutes of the Regular Meeting on July 7, 2015. All in favor; Motion carried 5-0.

In reference to the Police Department writing tickets to citizens exceeding the posted speed limits, Commissioner Thursbay requested that it be noted, "I am never for just going out and writing tickets. I stated that once before and I believe in giving a warning first and Police appearance."

**Port St. Joe Redevelopment Association (PSJRA)**

PSJRA Chairman Rex Buzzett noted that 3 applications have been received for the position of Executive Director.

**CITY ATTORNEY – Tom Gibson**

*Ordinance 514: Overnight Parking – Second Reading and Consideration of Adoption*

A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, for Attorney Gibson to read Ordinance 514 by Title only. Attorney Gibson read Ordinance 514 by Title only and noted the correct legal description was in the handout packet and depicted the area as "That portion of the City of Port St. Joe, Florida bounded on the north by 1<sup>st</sup> Street, bounded on the east by Long Avenue, bounded on the south by Cecil G. Costin Boulevard and bounded on the west by U.S. Highway 98 and the east ½ of blocks 2, 7, 14 and 22 of the City of Port St. Joe." First Street,

A Motion was made by Commissioner Buzzett, second by Commissioner McCroan, to adopt Ordinance 514. All in Favor; Motion carried 5-0.

**CITY MANAGER'S REPORT – Jim Anderson**

**Old Business**

*Gulf Pines Hospital Site* – The engineering portion of the project has been completed, the City needs to haul more fill dirt, and there will be a Workshop on Tuesday, July 28, 2015, at 12 Noon to discuss Covenants and Restrictions for the property.

*Yard Debris Laydown Yard* – The DEP Permit is in hand and the area is being utilized.

*Utility Billing Write-Off Policy* – The Commission will review the policy and it will be on the next Agenda. Mayor Patterson asked that a copy of each bill being considered for write-off be placed in a folder with a copy put in his mail box for review.

Ray McDonald asked if the City would be paying for the certified plumber to verify a leak since that is to be a requirement of the new write-off policy. Mayor Patterson responded that the cost of a certified plumber would be at the citizen's expense.

*Brent Circle Lift Station: Commissioner McCroan* – Per John Grantland, supplies are to be delivered on next Monday and the repairs for the lift station will begin on Tuesday.

### **New Business**

*Fee Waiver Request: Family Life Church and St. Joseph Bay Humane Society* – A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to approve the Fee Waiver requests for the Family Life Church and the St. Joseph Bay Human Society. All in Favor; Motion carried 5-0.

*Holly Hills Funeral Home Property:* The prospective buyer has opted not to purchase the property but would like to consider negotiating a new lease of the property. Mr. Anderson will be meeting with the company to discuss the possibility of a lease.

*Old Wastewater Headworks Property:* The JOE Company is in the process of clearing and fencing this area. There is currently an abandoned City well on the adjoining property and Commissioner Buzzett asked that the possibility of a land swap be discussed with the JOE Company for the parcel in question.

*Mayor Pro-Tem:* A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, for Commissioner McCroan to serve as Mayor Pro-tem for the coming year. This position is to be reviewed annually.

### **Public Works – John Grantland**

*RFP 2015-06 Cape Sewer Extension Bores (Handout):* A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, to award RFP 2015-06 to Gator Boring in the amount of \$6,880.00. All in Favor; Motion carried 5-0.

*RFP 2015-07 Cape Sewer Extension Material (Handout):* A Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to award RFP 2015-07 to Lanier Materials in the amount of \$10,140.23. All in favor; Motion carried 5-0.

*Waterline Miss Zola's Drive:* A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to approve up to \$2,500 for a 2" water line to facilitate providing water for the Scallop Festival. All in favor; Motion carried 5-0.

*Boat Ramp Improvements Update:* A proposal, in the amount of \$1,500 for 50' of step down for one side was submitted by A-1 Quality Docks and Boatlifts. After discussion, with the understanding that if the existing rub rails are salvageable, both sides would have the step down area. All in favor; Motion carried 5-0.

### **Surface Water Plant – Larry McClamma**

*10<sup>th</sup> Street Tank:* Mr. McClamma requested that additional time be given for Mr. Anderson to review the contract with Utility Service.

Mr. McClamma also noted that the Electrical position recently advertised has been filled. Jason Mathes will be transferring to the position from Public Works.

**Wastewater Plant – Lynn Todd** shared that the valve has been fixed; over 7" of rain fell this past week and the Wastewater Plant has been spraying sixteen hours a day for the past 5 days.

Ms. Todd noted she had received a sewer permit request today and she is working on that. Also noted was that a monitoring well was damaged, temporarily repaired and will need additional work.

**City Engineer - Clay Smallwood, III** did not have anything to report.

#### **Code Enforcement**

Mr. Burkett's report was reviewed, no action was taken.

Amos Pittman voiced his displeasure with the enforcement of code issues. Mayor Patterson noted that he is working with Mr. Burkett on areas of concern.

Commissioner Buzzett requested that all merchants in the area covered by new Ordinance 514 – Overnight Parking, be advised of the new policy.

**Police Department – Chief Herring** did not have anything to report.

**City Clerk – Charlotte Pierce** did not have anything to report.

#### **Citizens to be Heard**

*Ann White* questioned why arrests made by the Port St. Joe Police Department are not listed in the Star and noted that both the Gulf County and Bay County Sheriff's Departments publicize their arrests.

Police Chief Matt Herring and each Commissioner stated their opinions to listing this information in the paper. Consensus was that it was a gossip column, that it was neither useful nor necessary for the information to be made public and when there was an emergency the public was made aware through the emergency notification system.

*Diana Burkett* of the Christian Community Development Fund, shared that she is working to bring all of the partners in her program together, to publicize their services that are available, and work to increase the partnership. She thanked the City for their involvement and support.

Bonnie W. Bell questioned who was responsible for the striping on roads as many were in need of restriping.

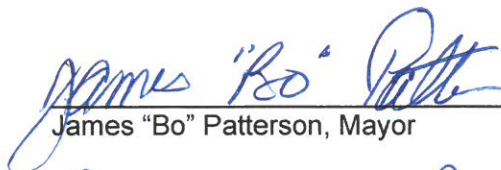
#### **Discussion Items by Commissioners**

*Commissioners Thursbay, Ashbrook, Buzzett and McCroan* did not have anything to discuss.

*Mayor Patterson* asked about the possibility of another joint meeting with the Gulf County Board of County Commissioners. Mr. Anderson noted that he and Mr. Butler have discussed this and Mr. Butler will be getting back with him on dates that are good for the County.

A Motion was made by Commissioner Thursbay, second by Commissioner McCroan, to adjourn the Meeting at 7:10 P.M.

Approved this 4<sup>th</sup> day of August 2015.

  
James "Bo" Patterson, Mayor

8/6/2015  
Date

  
Charlotte M. Pierce, City Clerk

8/5/15  
Date