

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, January 3, 2017, AT 6:00 P.M.**

The following were present: Mayor Patterson, Commissioners Buzzett, Lowry, and Thursbay. City Manager Jim Anderson, City Clerk Charlotte Pierce, and Attorney Clinton McCahill were also present. Mayor Patterson announced that Commissioner Ashbrook would join the meeting later as he had been detained at work.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to approve the Minutes of the Regular Meeting on December 6, 2016, and the Special Meeting of December 13, 2106. All in favor; Motion carried 4-0.

PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA)

Bill Kennedy shared that work is progressing on the George Core Park Promenade, there was a culvert issue that has been resolved and FairPoint Communications will be removing a pedestal shortly to complete the project. Plans for the restoration of the Eglin Keepers' Quarters are overdue; work remaining to be done on Sleeping Beauty includes a bathroom, window shutters, and HVAC. 25 trees have been removed from the park and the holes left by their removal have been backfilled with dirt. 800 bales of pine straw have been put out. He noted the next meeting of the PSJRA will be a walking meeting of the downtown area.

Commissioner Ashbrook joined the meeting at 6:08 P.M.

CITY ATTORNEY –

Legal Services Contract – A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to approve the contract with Clinton T. McCahill as the new City Attorney. All in favor; Motion carried 5-0. Mr. McCahill stated that he is in the process of obtaining the required liability insurance.

Special Master Position – A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to advertise an RFP for the Special Master Position with the City. All in favor; Motion carried 5-0.

Whatley Funeral Home Update – Attorney McCahill noted there had not been any changes in the status of this and that a response is due by January 31, 2017. A Motion was made by Commissioner Thursbay, second by Commissioner Lowry, to hold an Executive Session on January 17, 2017, at 5:00 P.M., in the Ward Ridge Building to receive guidance from the Commission on the matter. All in favor; Motion carried 5-0. Mayor Patterson announced that in addition to himself, Commissioners Ashbrook, Buzzett, Lowry, and Thursbay as well as City Manager James Anderson, and Attorney McCahill will attend the meeting. A court reporter will be obtained for the meeting.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

2017 Legislative Session Budget Request – This is due by January 31, 2017, and Mr. Anderson asked that the Commissioners get with him on their suggestions for the request.

Utility Billing Workshop – Commissioner Buzzett: A Workshop will be held on Thursday, February 23, 2017, at 5:30 P.M., to review the current process and look at ways to update our procedures.

Pickle Ball Court – Commissioner Lowry: Staff will begin researching data on cost and the possible locations for a Pickle Ball Court.

Mr. Anderson shared that the contract for the *Commerce Park Lot* was not executed by the intended buyer. A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to return the property to the realtor to be listed for sale at the price of \$60,000. All in favor; Motion carried 5-0.

New Business

Chamber APP – Roni Coppock provided a handout and asked that Commissioners consider partnering with the Gulf County Chamber of Commerce on the MIC program. Annual cost would be \$1,500 per year with a 3 year commitment. This would be a systematic way to contact businesses in the event of an emergency or disaster and will also serve as a one stop link for residents and visitor to access County business information, community calendar, job postings and much more. The deadline for signing up is January 20, 2017.

George Core Park Rental – Discussion: Staff will formulate a plan for this as well as revisit the current policy.

Free Smoke Detector Program - The American Red Cross will be providing free Smoke Detectors for City residents. Volunteer Firemen will install the detectors once the Partner Direct Service Acknowledgement Form has been completed.

FRDAP Grants – Commissioner Thursbay: Mr. Anderson will talk with Dewberry / Preble Rish to see if they would be willing to handle FRDAP Grants for the City. This is to be on the Agenda for the January 17, 2017, meeting.

Medical Marijuana Dispensaries – Commissioner Buzzett: A Motion was made by Commissioner Buzzett, second by Commissioner Thursbay, for Attorney McCahill to draft an Ordinance for an 8 month moratorium on Medical Marijuana Dispensaries. All in favor; Motion carried 5-0. FL League of Cities has provided guidance on this issue.

Senior Citizens Association – Commissioner Thursbay: A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to give \$500 from BP Funds to the Senior Citizens Association to help provide food for seniors. All in favor; Motion carried 5-0.

Commissioner Thursbay left the meeting at 6:55 P.M.

Public Works – John Grantland

Request to Purchase Vehicles on State Contract – A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to approve the purchase of vehicles on state contract. All in favor; Motion carried 4-0.

Commissioner Thursbay rejoined the meeting at 6:58 P.M.

Surface Water Plant – Larry McClamma shared that the Filter Modules have been shipped and should be in the mid to later part of this month.

Wastewater Plant – Kevin Pettis noted the plant is running well.

City Engineer – Clay Smallwood, III

Project Updates -

Garrison Avenue Paving – Signage, striping, and cleanup are left to be done on the project.

6th and 7th Streets Drainage – This is still under review by Staff.

Frank Pate Park Boat Ramp Improvements – Bids will be received on January 19, 2017, for this project.

Long Avenue – An additional funding request, for the roadway portion of the project, has been sent to Representative Halsey Beshears.

Jones Homestead Sewer – SRF is drafting a grant agreement for the City.

Code Enforcement - Mr. Burkett's report did not require any action.

Police Department – Chief Matt Herring

PSJ Cadet Program – Chief Herring introduced Cadets Adison Burkett, Hailey Dennis, Quinci Elphinstone, and Howard Townsend; Instructors Sgt. Jake Richards, Officer Jesse Burkett; Volunteers Pastor Kenneth Frame, Patricia Frame, Reverend Tommy Dwyer, Diana Burkett, and Jimmy Gainnie. He acknowledged the funding sources from Mt. Carmel Baptist Church, St. James Episcopal Church and the Jessie B. duPont Foundation that have made this program possible. Four other Cadets were unable to attend the meeting tonight.

Chief Herring noted that the City had a quiet New Year and things went well over the weekend.

City Clerk –

Clerk Pierce shared that Tom Conley had delivered a Return of Premium Check from the FL League of Cities shortly before 5 today.

She also noted that citizens have been very generous in purchasing cemetery benches for Forest and Holly Hill Cemeteries to provide seating for funerals being held at the Pavilions in each cemetery.

Citizens to be Heard – No one wished to address the Commission.

Discussion Items by Commissioners

Commissioner Thursbay – Thanked the citizens for their support of the Commission in 2016, and he is looking forward to 2017.

Commissioner Ashbrook – Expressed his appreciation to Chief Herring for implementing the Cadet Program and shared that he had been a Cadet at one time. He noted that this program helped shape his life and taught him about community involvement. The Commissioner also volunteered to help the program in any way that he could.

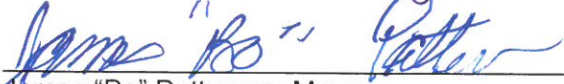
Commissioner Lowry – Congratulated Chief Herring for starting the Cadet Program and thanked the volunteers for their commitment to the program. He also wished everyone a Happy New Year and welcomed Attorney McCahill to the City.

Commissioner Buzzett – Encouraged the Commissioners to think big in 2017, suggested including the recently completed Blue Print of North Port St. Joe compiled by the NPSJ PAC in the LDR and Capital Improvement List; noted the need to work with the Port Theatre group; secure off street parking; provide needed repairs to the Centennial Building; work with Dewberry / Preble Rish, and consider piping the freshwater canal to cut chemical costs.

Mayor Patterson – Reminded the Commissioners they need to look into projects so there will not be any missed opportunities for 2017. He also congratulated the new PSJ Cadets and thanked the volunteers for their willingness to be involved with the program.

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

Approved this 17th day of January 2017.


James "Bo" Patterson, Mayor

1/23/2017
Date


Charlotte M. Pierce, City Clerk

1/18/2017
Date