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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, March 21, 2017, AT 6:00 P.M.**

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to approve the Minutes of the Regular Meeting on March 7, 2017. All in favor; Motion carried 5-0.

Proclamation

Veterans Appreciation Night / James Archibald Cox

Due to the time of the Commission Meeting, Superintendent of Schools, Jim Norton, read the Proclamation at the induction of James Archibald Cox into the Port St. Joe High School Athletic Hall of Fame.

PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA) – Mr. Kennedy was ill and unable to attend the meeting.

CITY ATTORNEY –

Chad Mack vs. City of Port St. Joe, Update – Attorney McCahill noted that Judge Fishel required Supplemental Memorandums of Law be submitted by Friday, March 24, 2017.

Planning Board Recommendation

Development Order Request – 325 Long Avenue, Jason Shoaf: A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to accept the recommendation of the Planning Development and Review Board to approve the Development Order for two (2) 160' x 25' self-storage units as long as they are aesthetically pleasing. All in favor; Motion carried 5-0.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Utility Billing Deposit – Commissioner Buzzett: a Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to increase the Utility Deposit to \$150; keep the Turn On fee at \$35, and draft an Ordinance to reflect these amounts. Voting in favor of the Motion were Commissioners Ashbrook, Buzzett, and Lowry. Voting against the Motion were Mayor Patterson and Commissioner Thursbay. Motion carried 3-2.

Boat Ramp Fees – Dr. May: Attorney McCahill noted that the Public Notice is being advertised, and the second reading will be held at April 4, 2017, Commission meeting.

Dr. May shared his thoughts on additional ways to improve the boat ramp.

Utility Billing Write Off Policy – Commissioner Thursbay has put a copy of his proposed Write Off Policy in each Commissioner's mail box. He requested that it be reviewed and be on the April 4, 2017, Agenda.

Commerce Park Lot Utilities – This was Tabled for Staff to obtain quotes to relocate the gas line on the property.

New Business

Utility Bill – Warren Wall: Mr. Wall left the meeting before this item was discussed.

Duke Energy LED Lighting Plan Proposal – A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, for Staff to negotiate a more effective rate for the proposed LED Lights for the City. All in favor; Motion carried 5-0.

4th of July Fireworks Display – A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, for the City to have a \$15,000 fireworks show. Voting in favor of the Motion were Commissioners Ashbrook, Buzzett, Lowry and Thursbay. Voting no was Mayor Patterson. The Motion carried 4-1.

Administrative Leave Policy – A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve the proposed Administrative Leave policy. (See attached policy.) Voting in favor of the Motion were Mayor Patterson, Commissioners Ashbrook, Lowry and Thursbay. Commissioner Buzzett voted no. Motion carried 4-1.

Avenue D Sidewalks – Commissioner Thursbay: A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to spend up to \$5,000 from BP Funds to provide sidewalks from Hodrick Street to MLK Boulevard on Avenue D. All in favor; Motion carried 5-0.

3 Way Stop at Oak Grove Avenue and Cabell Drive – Commissioner Buzzett: Scout Master Bill Vander Tulip expressed his concerns about traffic on Oak Grove Avenue in front of the Scout Hut. A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to add a Stop Sign at the intersection of Cabell Drive and Oak Grove Avenue. All in favor; Motion carried 5-0.

Proposed Short Term Rental Legislation – Commissioner Ashbrook expressed his concern about the proposed legislation that would remove local control of short term rentals.

Public Works – John Grantland

RFP 2017-02 High School Life Station (Handout) - A Motion was made by Commissioner Thursbay, second by Commissioner Buzzett, to approve the \$65,210 quote from Pump and Process. All in favor; Motion carried 5-0.

Surface Water Plant – Larry McClamma shared that Joe Harris had passed the test for his Class C Water License and this was done in less than 11 months. The Commissioners complimented Mr. Harris on his accomplishment.

Wastewater Plant – Kevin Pettis noted the plant is in standard run mode; sampling locally is going well, and a small patch of Algae was seen, but is gone.

Mayor Patterson requested a 5 minute recess at 7:15 P.M. The meeting resumed at 7:20 P.M.

City Engineer – Clay Smallwood, III

Project Updates -

Frank Pate Park Boat Ramp Improvements – Renovations will begin on April 3. The North side launch will be closed first for repairs and opened for Memorial Day. After Memorial Day, the South side launch will be closed for repairs. Due to the alternate closing of the launch sides, a Motion was made by Commissioner Ashbrook, second by Commissioner Thursbay, to extend the contract for 5 weeks to allow the work to be done. This alleviates the need to close both launches at the same time. All in favor; Motion carried 5-0.

Long Avenue – The project is moving forward and he expects something by the end of the month.

Jones Homestead Sewer – Progress is being made and we are moving forward.

Code Enforcement –

Demolition Project, Update – Three houses will be demolished, and Staff is working on this with the County.

General Update – Things are going well.

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

Commissioner Thursbay complimented Chief Herring for the improvements to the PSJ Police Department. He shared that he continually receives compliments from citizens on the strides the department is making and the positive steps they are taking.

City Clerk – Charlotte Pierce

DES of Florida, LLC Contract

Clerk Pierce noted that the contract between the City of Port St. Joe and DES of Florida for her compensation expires on March 31, 2017. After discussion, a Motion was made by Commissioner Buzzett, second by Commissioner Thursday, for the City to return Mrs. Pierce to the City payroll. This is a budgeted item and will be a reduction in cost for the City to have her on the payroll. All in favor; Motion carried 5-0.

Mrs. Pierce reminded the Commissioners that qualifying for the upcoming City Election would begin tomorrow, March 22, 2017, at noon and will run until noon on Wednesday, March 29, 2017. Early voting will be held from Saturday, April 29, 2017, until Saturday, May 6, 2017, with no voting on Sundays. The election will be Tuesday, May 9, 2017.

Citizens to be Heard –

Letha Mathews thanked those responsible for the Handicapped entrance to the Gulf County Courthouse. She also expressed her appreciation to the Auburn University students that worked in our community on their Spring Break.

Robert Lee Farmer, Jr., shared of growing up in Port St. Joe, the mentors he had and his willingness to offer events for students to have something to do on the weekends. His daughter, Tammetrius Farmer, also mentioned their desire to be a liaison for the community and bring interaction and respect to the community.

Cheryl Steindorf announced that she is work with the North Port St. Joe Rehab Coalition and is looking forward to working with the community.

Discussion Items by Commissioners

Commissioner Thursbay thanked Staff for installing the Speed Limit Signs on the circles.

Commissioner Ashbrook noted that the pedestrian foot bridge between Eighteenth and Nineteenth Streets has finally been removed. He asked that Staff follow up on a sound system and cameras for Commission meetings; requested that the Grant Writer position be on the April 4, 2017, Agenda; noted that local funding requests were being drafted into bill form by Representative Beshears' office, and advised that there will be an Archaeology Weekend in Port St. Joe on March 24th and 25th.

Commissioner Lowry did not have anything to discuss.

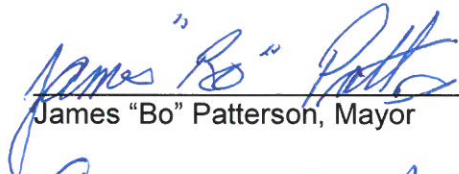
Commissioner Buzzett requested that the glass doors to the Commission Chamber be fixed so they will not swing open during meetings allowing foyer and dance academy noise to over shadow the meeting.

He also noted that pet owners are not being responsible for their pets on the walking path between Twentieth Street and Port St. Joe Elementary School. Commissioner Buzzett asked that pet owners be responsible for their pets and if they make a mess on the walking path, please clean it up.

Mayor Patterson thanked those in attendance for their participation and encouraged other citizens to join the Commissioners for their meetings.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to adjourn the Meeting at 7:50 P.M.

Approved this 4th day of April 2017.


James "Bo" Patterson, Mayor

4/5/2017
Date


Charlotte M. Pierce, City Clerk

4/5/2017
Date