

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, November 7, 2017, AT 6:00 P.M.**

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

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to approve the Minutes of the Regular Commission Meeting of October 17, 2017, and the Workshop Meeting of October 24, 2017. All in favor; Motion carried 4-0.

**PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA)**

*MLK and Avenue C Sidewalks* – PSJRA Chairman, Rex Buzzett, shared that this was discussed in their meeting earlier today and they will be meeting with City Staff to see who is paying for what.

**CITY ATTORNEY –**

*Ordinance 539, AD Valorem Taxes; Public Hearing; 3<sup>rd</sup> Reading and Consideration of Adoption –*

Mayor Patterson asked for public input on Ordinance 539. There was no response from the public.

A Motion was made by Commissioner Buzzett, second by Commissioner Lowry, to have the Third Reading of Ordinance 539. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 539 in its entirety that noted that the Millage rate for the coming year is 3.5914 mills, which is the same as last year. The percentage by which this millage rate to be levied is less than the rolled-back rate of 3.4661 mills (computed pursuant to Florida law) is 3.62%

A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to adopt Ordinance 539. All in favor; Motion carried 4-0.

*Ordinance 540, 2017-2018 Budget; Public Hearing; 3<sup>rd</sup> Reading and Consideration of Adoption –*

Mayor Patterson asked for public input on Ordinance 540. There was no response from the public.

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to have the Third Reading of Ordinance 540. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 540 by Title only.

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to adopt Ordinance 540. All in favor; Motion carried 4-0.

*Ordinance 544 Parcel #04939-000R 208 7<sup>th</sup> Street – Residential in a C – 1 District; Public Hearing; 1<sup>st</sup> Reading & Request to Advertise*

Mayor Patterson asked for public input on Ordinance 544. There was no response from the public.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to have the First Reading of Ordinance 544. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 544 by Title only.

A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to advertise Ordinance 544. All in favor; Motion carried 4-0.

Attorney McCahill shared that the Satisfaction of Lien against Hazel Marie Naegele, 1303 McClelland Avenue, had been resolved favorably for the City.

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

### **Old Business**

*Triumph Fund Application* - Mr. Anderson shared that the Letter of Support for the Port had been given to the County. The application is still at City Hall as there was no concrete deadline and had a tentative due date of November 15, 2017. It is not clear where the application is to be sent.

Commissioner Ashbrook suggested that the City make application for funds to construct a building between Baltzell Avenue and Miss Zola's Drive to relocate the Constitution Convention Museum to. Consensus of the Commission was to proceed with this with Commissioner Ashbrook providing the paper work.

*Lighting Donation* – The \$10,000 that was provided as an element of the 7<sup>th</sup> Street road closing can be used in conjunction with the Trail grant. The PSJRA also has funding available for the Trail Grant Project.

### **New Business**

*CATF Membership* – A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to add John Parker to the CATF Committee. All in favor; Motion carried 4-0.

*Gulf Aire Sewer Discussion* – No information has been provided on this and there was no discussion.

*Jones Homestead Sewer Impact Fees* – 15 people have responded to the letter sent to residents of Jones Homestead. A Motion was made by Commissioner Buzzett, second by Commissioner Lowry, to waive the Impact Fees and charge only the \$400 Tap Fee and \$100 Account Deposit Fee to residents. All in favor; Motion carried. If residents accept this offer, their total cost would be around \$2,500 as compared to approximately \$8,000 should they elect to come on at a later date.

*RFQ 2017-02, Professional Planning Services (Handout)* – This will be readvertised in the Star as well as the Panama City News Herald as there was no response to RFQ 2017-02.

*Core Park Rentals* – Commissioner Ashbrook requested a Walking Workshop be held to look at the facilities. The Workshop will be held Tuesday, December 12, 2107, at Noon.

### **Public Works – John Grantland**

*16<sup>th</sup> Street Lift Station Repair* – A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to purchase a new pump at a cost of \$28,760 with a warranty as opposed to a rebuilt one for \$24,186. All in favor; Motion carried 4-0

*Holiday Lighting* – Mr. Grantland will inventory the current poles to see what will be needed and talk with Duke Energy. This will be done in January as there is not enough time to have it completed before the holidays.

*Vehicle and Equipment Purchase* – A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to purchase an Excavator on state bid for \$89,775.76 and a 2018 Ford F350 SD (W3D) Truck, also on state bid, for \$39,550. All in favor; Motion carried 4-0.

*RFP 2017-14, Water Bore Re-advertisement (Handout)* – A Motion was made by Commissioner Lowry, second by Commissioner Buzzett, to award RFP 2017-14 to Eric Spear in the amount of \$15,200. All in favor; Motion carried 4-0.

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

*RFP 2017-15, Clarifiers 3 and 4 Renovation*

At the October 17, 2017, meeting, Mr. McClamma shared that the low bidder did not account for the full scope of the bid and recommended that the second bid provided by Shelco of Dothan be considered. Mr. McClamma had checked references on Shelco Painting and found it to be a reputable company. A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to award the bid to Shelco Painting in the amount of \$132,050. All in favor; Motion carried 3-0.

Mr. McClamma, spoke with Complete Industrial Maintenance, and they are willing to do the renovation for the original price quoted of \$42,200.

Commissioner Ashbrook withdrew his Motion to award the bid to Shelco Painting from the October 17, 2017, meeting, and Commissioner Buzzett withdrew his second to the Motion. All in favor; Motion carried 4-0.

After rescinding the Motion, a new Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to award the bid to the low bidder, Complete Industrial Maintenance, in the amount of \$42,200. All in favor; Motion carried 4-0.

*Request to Bid Filters* - A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to advertise for Filters. All in favor; Motion carried 4-0.

**Wastewater Plant – Kevin Pettis** was not at the meeting. Mr. Anderson shared the plant it doing routine maintenance, and spraying will resume next month.

**Finance Director – Mike Lacour** advised that he is closing out FY 2017- 2018 and the October Financials are ready.

### **City Engineer – Clay Smallwood, III**

Project Updates -

*Frank Pate Park Boat Ramp Improvements* – Two concrete pours will be made this week, cleanup work is being done, and he anticipates reopening the boat ramp after Thanksgiving.

*Long Avenue Water / Sewer / Road Paving* – Work is currently being done on the appropriation request to make it a stronger application.

*Jones Homestead Sewer* – This was addressed earlier under New Business / Jones Homestead Impact Fees.

Mr. Smallwood noted that good progress is being made on the CDBG Project. Hodrick Street as well as Avenues F, and G have had work done on them.

### **Code Enforcement**

*General Update* – Mr. Burkett's report was reviewed, no action was required.

Commissioner Buzzett reminded citizens that yard debris would be picked up, but the City could not pick up chairs, couches, and other household furnishings without a Special Pickup charge

**Police Department – Chief Matt Herring** advised that interviews have been completed, one candidate is in the process of completing pre-employment requirements, and he anticipates having a hiring shortly.

### **City Clerk – Charlotte Pierce**

Clerk Pierce shared that Ghosts on the Coast went very well, numerous compliments about the evening have been received, and there was a large number of participants in the event.

Mrs. Pierce noted that the Florida Historical Commission ranked the Centennial Building Project request at #11 of 59 with a score of 88.57. This highest score was 93.71. She cautioned that there are several hurdles still to cross. The legislature must appropriate funding, which will require \$3,562,749 to include our project, and if that is done, we still have to survive the governor's red pen veto. Clerk Pierce thanked those who made the trip to Tallahassee for the meeting and the support of the community for the project.

Commissioners Buzzett and Ashbrook expressed their appreciation for the work that Mrs. Pierce had done on the grant and to those that attended the meeting.

### **Citizens to be Heard –**

Mayor Patterson read the following prepared statement before asking for input from citizens: "Before I call for public discussion I must mention something first. This board is aware of the legal matter regarding Commissioner Thursbay. As of today's date he has not been convicted of any crime. As with any other

person in this Country he remains innocent until proven guilty in a court of law. Thus, there will be no discussion of this matter this evening. The Board is aware of the provision contained in the city charter and will address that issue when and if it becomes necessary to do so."

*Linda Graham Wood* shared with the Commission that in the 5<sup>th</sup> Annual Best of the Forgotten Coast competition, which covers Mexico Beach, Gulf, and Franklin Counties, the Cape San Blas Lighthouse had been voted the #1 Local Tourist Attraction, and also #1 in the Museum Category.

Ms. Wood noted that Chanel 7 had done interviews last Saturday on the Cape San Blas Lighthouse Complex and the video would be televised Thursday night.

*Christy McElroy* expressed her concerns about the City purchasing the Gulf Aire Sewer System and encouraged the Commission to revisit the issues addressed previously when this was considered. She provided a copy of an article from the Star Newspaper titled, "PSJ Commissioners shape infrastructure projects."

Commissioners Buzzett and Lowry stressed that this issue will be looked at in more detail, due diligence will be used, and noted the \$300,000 letter given to the County was only to request a down payment and not a commitment to purchase.

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

*Commissioner Buzzett* shared his concerns about the train at the Centennial Building and asked that this issue be looked into.

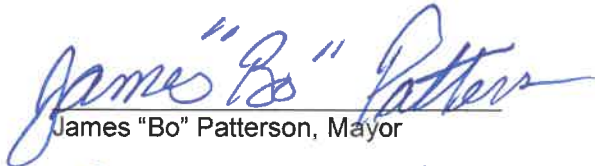
*Commissioner Lowry* has received calls about the 18<sup>th</sup> – 19<sup>th</sup> Streets foot bridge that was removed and asked that the costs to replace it be reviewed.

*Commissioner Ashbrook* thanked Tom Buttram for attending the Florida Historical Commission Grant review in Tallahassee as a concerned citizen. He also suggest that the Welding Class at Port St. Joe High School might be a good resource to work on the Centennial Building Train. Staff will follow up on this suggestion.

*Mayor Patterson* suggested that the November 21, 2017, meeting be cancelled due to the holiday that week. A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to cancel the meeting with the understanding that, if a Special Meeting was needed, it would not be a problem.

A Motion was made by Commissioner Ashbrook, second by Commission Lowry, to adjourn the meeting at 6:51 P.M.

Approved this 5<sup>th</sup> day of December 2017.

  
James "Bo" Patterson, Mayor

  
Date

  
Charlotte M. Pierce, City Clerk

  
Date