

**December 19, 2017
Regular Meeting
6:00 P.M.
2775 Garrison Avenue
Port St. Joe, Florida**



City of Port St. Joe

Bo Patterson, Mayor-Commissioner
Eric Langston, Commissioner, Group I
David Ashbrook, Commissioner, Group II
Brett Lowry, Commissioner, Group III
Rex Buzzett, Commissioner, Group IV

[All persons are invited to attend these meetings. Any person who decides to appeal any decision made by the Commission with respect to any matter considered at said meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The Board of City Commission of the City of Port St. Joe, Florida will not provide a verbatim record of this meeting.]

BOARD OF CITY COMMISSION

Regular Public Meeting

6:00 P.M.

2775 Garrison Avenue

Tuesday December 19, 2017

Call to Order

Consent Agenda

Swearing in of Eric Langston, Commissioner Group I

Minutes

- Regular Commission Meeting 12/5/17
- Workshop Meeting 12/12/17
- Special Meeting 12/13/17
- Special Meeting 12/15/17

Pages 1-4

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Pages 6-9

Pages 10-11

PSJRA

- MLK & Ave C Sidewalks

City Attorney

- Update

Old Business

- 19th Street Bridge- Comm. Lowry
- Centennial Bldg. Train- Comm. Buzzett
- NFWMD Funding Request- 2018/2019

New Business

- New Year's Eve Fireworks

Public Works

- Water line Replacement Project- Update
- Marlin Street Lift Station Repair Quotes

Pages 12-13

Surface Water Plant

- Update

Waste Water Plant

- FDEP Inspection Report

Pages 14-33

Finance Director

- Update

City Engineer

- Projects Update
 - Frank Pate Park Boat Ramp Improvements
 - Long Avenue Water/Sewer/Road Paving
 - Jones Homestead Sewer

Code Enforcement

- **Update**

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Police Department

- **Update**

City Clerk

- **Update**

Citizens to be Heard

Discussion Items by Commissioners

Motion to Adjourn

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, December 5, 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 Ashbrook, second by Commissioner Buzzett, to approve the Minutes of the Regular Commission Meeting of November 7, 2017. All in favor; Motion carried 5-0.

PORT ST. JOE REDEVELOPMENT AGENCY (PSJRA)

MLK and Avenue C Sidewalks – PSJRA Chairman, Rex Buzzett, requested that this be Tabled until the next meeting.

CITY ATTORNEY –

Attorney McCahill requested that Ordinance 544 be moved ahead of the Attorney General Opinion issue.

Ordinance 544 Parcel #04939-000R, 208 7th Street – Residential in a C-1 District, Public Hearing, 2nd Reading and Consideration of Adoption:

Mayor Patterson asked if anyone from the Public wished to speak on this issue. No one from the public responded.

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to have the Second Reading of Ordinance 544. All in favor; Motion carried 5-0.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to adopt Ordinance 544. All in favor; Motion carried 5-0.

Attorney General Opinion – A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to request an opinion from the Attorney General concerning how the charter reads in Commissioner Thursbay's situation. All in Favor Motion carried 5-0.

Commissioner Buzzett asked Attorney McCahill's interpretation of the Charter.

Attorney McCahill responded that it is fairly straightforward for what it says, that if a commissioner is convicted of a crime, he shall forfeit his office. He has found nothing in his research that would say that we would go against that at this particular time, nothing that says that the Charter is wrong or shouldn't be interpreted as far as what it says.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

19th Street Bridge – Commissioner Lowry did not have any updates for this.

Centennial Building Train – Commissioner Buzzett noted this is a hard decision. The train repairs need to either be taken up by a group as a restoration project or fenced to prevent access to it.

Core Park Rentals – Workshop Scheduled for 12/12/17 at Noon at Core Park: Mr. Anderson reminded the Commissioners of the Workshop.

Replacement of Water Meters – A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to purchase Water Meters from Consolidated Pipe and Supply Company, Inc., in the amount of \$234,825.20 and installed by Central Plant Technology, Inc., at a price of \$44,700. All in favor; Motion carried 5-0.

New Business

Bruce Ballister – 1st CDBGF Public Hearing:

Mr. Ballister informed the Commissioners that this was an advertised First Public Hearing to take public comment on the possibility of a new grant application to DEO's CDBG for the next cycle. That cycle may open in the April to June time period next year, pending adoption of another rule change.

The Citizens Advisory Task Force had met earlier in the day and concluded that the North Port St. Joe neighborhood was the most likely area to be funded due to the demographics and the concentration of low income families there. The need to continue replacement of the high maintenance sewers was suggested.

The Commissioners agreed that North Port St. Joe was probably the only neighborhood that could be successful when scored on family income. Mr. Ballister reminded the Commission that this meeting was an opportunity for the public to come forward with any possible other projects that might include drainage, paving, utilities or community facilities.

Mayor Paterson asked the members of the public in attendance if there were any other proposals that might be put forward for discussion. There were no responses from the public.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to pursue a grant to improve infrastructure in North Port St. Joe, probably sewers. All in favor; Motion carried 5-0.

FRQ 2017-02, Professional Planning Services – A Motion was made by Commissioner Ashbrook, second by Commissioner Buzzett, to accept the proposal of Stantec for RFQ 2017-02 Professional Planning Services. This will be done by Task Order and renewable on an annual basis. All in favor; Motion carried 5-0.

NWFWMD Funding Request 2018 / 2019 – Mr. Anderson anticipates a spring application time for this. Commissioner Buzzett suggested that the down town area be considered. Staff will begin work on a plan.

Port City Trail Grant – Update; Solar Lighting - Commissioner Ashbrook had requested that a presentation be made to the Commission but the presenter had a family emergency and was unable to attend.

The Commissioners discussed the holiday schedule and consensus was to have the scheduled Regular Meeting on December 19, 2017, and cancel the January 2, 2018, meeting.

Public Works – John Grantland

Holiday Lighting – Mr. Grantland requested that the Commissioners provide him with their list of where lighting is needed so that he can produce a master list for consideration.

Odor Scrubber – A Motion was made by Commissioner Thursbay, second by Commissioner Ashbrook, to purchase an Odor Scrubber for the St. Joe Beach Lift Station near Atlantic and Americus Avenues from Pump and Process in the amount of \$24,830. This Motion also required that \$2,000 per year be escrowed for filter replacements. All in favor; Motion carried 5-0.

Charles Gathers cautioned that here are other areas that are bothered by odors from lift stations and the cost is rather high for one station.

Joe Mazerick, a resident of St. Joe Beach, thanked the Commission for their action and invited them to sit in his gazebo to see how bad the smell has been.

Stan Peters asked if the MLK and Avenue C Sidewalks had been discussed and was told that the issue was Tabled earlier in the meeting.

Water Line Replacement Project – Update: The CDBG Water Line Replacement will begin tomorrow at Avenue A and Highway 98.

Surface Water Plant – Larry McClamma

Update – Mr. McClamma shared that the plant passed the 4th Quarter and Yearly Disinfectant by Products test. He also noted that Travis Burge has passed the Class A Operator Test.

Commissioner Buzzett requested Mr. McClamma talk with Complete Industrial Maintenance while they are here to see what a third coat of paint for Clarifiers 3 and 4 would cost.

Mr. McClamma noted that approximately one-half of the lid for the St. Joe Beach tank has been demoed. He anticipates that it will be a week or so before the new lid is put on.

Wastewater Plant – Kevin Pettis

Update – Mr. Pettis shared there had been no spraying in November but that had resumed in December. He also noted interviews had been conducted today with three people and he was confident a good employee was in the group.

Finance Director – Mike Lacour

Update – November Financials will be in the Commissioner's City Hall Mail Boxes on Thursday. The City is waiting on the first AD Tax money from the County.

City Engineer – Clay Smallwood, III

Project Updates -

Frank Pate Park Boat Ramp Improvements – A Walk Around has been scheduled for 9:00 A.M. tomorrow at the boat ramp.

Long Avenue Water / Sewer / Road Paving – The Budget Request has been submitted for the project.

Jones Homestead Sewer – Some responses have been received from the letter provided by the City. More signups are needed.

Mr. Smallwood noted that the CDBG Project is going well, there is pipe in the ground, and could possibly be completed by the end of December

Code Enforcement

General Update – Mayor Patterson noted Mr. Burkett is working several Saturdays a month and that his reports are being received by the Commissioners.

Police Department – Chief Matt Herring did not have anything to update the Commission on.

City Clerk - Charlotte Pierce

Christmas Parade – Clerk Pierce noted that line up should be completed by 5 P.M. as the judges will begin their review then. The Christmas Parade will begin at 6 P.M. and participants appear to be equal to or even greater than last year.

Citizens to be Heard –

Letha Mathews noted there is a speeding problem on Broad Street and asked for help in eliminating the problem. Chief Herring noted they are monitoring the area and will continue to do so.

Stan Peters shared he is trying to open a restaurant and there are issues with the sidewalk. After a lengthy discussion between Mr. Peters, Mayor Patterson, Commissioner Buzzett, and Mr. Grantland, it was determined that Mr. Peters and Mr. Grantland would meet on site to look at the situation as the area includes sidewalks and fire protection systems. Originally, the PSJRA was to provide funding and the City would provide the labor but the PSJRA Board directed the funds be paid to the NPSJ PAC for consulting fees.

Mr. Grantland is to project cost for the project and see if possibly, a private contractor would do the work for what the labor from the City would cost.

Steve Womack discussed his concerns about the footbridge on 19th Street. He feels the bridge should be for pedestrian traffic only; there are sight safety issues, a golf cart crossing is too expensive, and the money required for a golf cart crossing could be better used elsewhere.

Mr. Womack addressed the issue involving Commissioner Thursbay and suggest that he should resign his position on the Commission.

Mark Manley asked for help with the Speed Limit on Garrison Avenue near his home.

Discussion Items by Commissioners

Neither Commissioners Buzzett, Lowry, nor Ashbrook had anything else to discuss.

Commissioner Thursbay read the following statement.

Guys, I am sorry. I am sorry to you Mr. Mayor, I am sorry to my fellow commissioners for the embarrassment, the trouble and waste of time I have brought to this Commission. I am sorry to all present, not present today for my poor judgement and my improper conduct which occurred several weeks ago after leaving this very place. Most of all I am sorry for the humiliation and the pain that I have caused my wonderful wife of 25 years, my parents, and my children, they especially did not deserve this and I want to publically ask for forgiveness to accept my apology. Throughout my life, I have battled with demons from time to time, most of this caused by poor decisions I have made but some things totally beyond my control. Several weeks ago, during a personal low point in my life, I consumed alcohol, that combined with my cancer medication led to my misconduct and the subsequent arrest of myself. I should have known better and I take full responsibility for my actions. To my fellow Commissioners and my family who have been so supportive, I ask for your forgiveness for this senseless act I committed. To my many friends, voters and supporters, who have stuck by me and offered their continued support thank you for this even though I may not deserve it. To those of you who have not supported me and have not voted for me, I am sure I have reinforced the negative opinion you may have had towards me. I would especially ask for your forgiveness and understanding. You may rest assured that I will spend the rest of my life, public and private, to change your opinion of me. In the past on many occasions, I have been judgmental of other people especially those who have disagreed with me. I am respectfully asking you not to make the same mistake I have made by passing judgement on me because of my improper conduct. I appear before you as an imperfect man but also a man with a renewed desire to be the husband, the father, the Christian, the friend, and Commissioner I should have been all along. Thank you.

Mayor Patterson

A Motion was made by Commissioner Ashbrook, second by Commission Lowry, to adjourn the meeting at 7:17 P.M.

Approved this _____ day of _____ 2017.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date

**MINUTES OF THE GEORGE CORE PARK WORKSHOP FOR THE BOARD OF
CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA HELD AT
200 MISS ZOLA'S DRIVE, December 12, 2017, 12 O'clock Noon**

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

Others present were PSJRA Director Bill Kennedy; Linda G. Wood, Operations Director Cape San Blas Lighthouse; Jessica Swindall and Charles Gaddy of the Florida Coastal Conservancy d/b/a The Forgotten Coast Sea Turtle Center, and Tim Croft.

The purpose of the Workshop was to provide a discussion on the rental fees for George Core Park.

City Manager Jim Anderson welcomed those attending and reminded the Commissioners of the Special Meeting tomorrow at Noon at the Ward Ridge Building.

Commissioner Ashbrook shared his thoughts on rental fees for the use of the park. He suggested that areas be designated, numbered, and charged accordingly.

Commissioner Buzzett reminded those present that there was an existing fee schedule and suggested that it be tweaked to accommodate the needs.

Discussion on the use of the Cape San Blas Lighthouse Keepers' Quarters, Eglin, was discussed. Consensus was that a Scope of Work would be provided by a structural engineer, floors would need to be redone, and the Florida Coastal Conservancy d/b/a The Forgotten Coast Sea Turtle Center could use the building until the lighthouse lens is ready to be displayed. The St. Joseph Historical Society, Inc., maintains the use of the building and all expenses of the Eglin Quarters will be the responsibility of the Florida Coastal Conservancy d/b/a The Forgotten Coast Sea Turtle Center. At the time the lens are ready to be assembled, ample notice will be given to the Turtle the Florida Coastal Conservancy d/b/a The Forgotten Coast Sea Turtle Center and they will vacated the building. City Attorney Clinton McCahill will draw up a contract between the St. Joseph Historical Society, Inc., and the Florida Coastal Conservancy d/b/a The Forgotten Coast Sea Turtle Center to be presented to the City Commission for approval.

The Workshop was adjourned at 1:00 P.M.

Approved this _____ day of _____ 2017.

James A. Anderson, City Manager

Date

Charlotte M. Pierce, City Clerk

Date

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, December 13, 2017, at Noon.**

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

The purpose of the Special Meeting was to address the following:

**Attorney General Opinion
City Charter Sec. 2-27
City Charter Sec. 20**

Attorney McCahill shared that a response had been received from Ellen B. Gwynn, Senior Assistant Attorney General Opinions Division stating "Opinions generally are not issued on questions requiring an interpretation only of local codes, ordinances or charters rather than the provision of state law. Instead such requests will usually be referred to the attorney for the local government in questions." The email from Ms. Gwynn also states that Section 775.08(2), Florida Statutes, expressly defines "misdemeanor" as a "criminal offense."

Mr. McCahill noted that, in his opinion, Commissioner Thursbay forfeited his seat by his plea to DUI with property damage.

Commissioner Lowry asked that Commissioner Thursbay remove himself from office based on the Charter.

Commissioner Thursbay shared that he had received numerous cards and letters of encouragement telling him what a good job he has done as a Commissioner and there was only 1 bad card in the bunch. He stated he would not step down and plans to run again. He also noted he has apologized, and this was the biggest mistake he has made.

Commissioner Buzzett noted that Commissioner Thursbay had been a good Commissioner, we all make mistakes, but this mistake was a violation of the Charter and that his seat has been forfeited as of last Wednesday.

Commissioner Ashbrook stated that he agrees that Commissioner Thursbay has done a fantastic job but as a Commissioner he has to uphold the values of the Charter and the attorney's opinion.

Mayor Patterson shared that he has issues with the Charter as it is ambiguous and not easy to interpret. He does not condone the actions of Commissioner Thursbay but everyone makes mistakes.

When asked his interpretation again, Attorney McCahill responded that pleading to a DUI with property damage forfeited his position by law.

Commissioner Lowry reiterated that pleading forfeited the position.

Commissioner Buzzett asked for the attorney's interpretation again and Mr. McCahill responded that pleading to the DUI with property damage forfeits his position by law.

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to approve the opinion of the attorney.

Commissioner Lowry stated that he did not feel that a Motion or a second was needed, and that he did not come here to vote to remove Commissioner Thursbay. He again asked Commissioner Thursbay to forfeit his seat.

Attorney McCall again stated that Commissioner Thursbay forfeited his office with his plea.

Commissioner Buzzett withdrew his Motion and Commissioner Ashbrook withdrew his second.

Commissioner Thursbay stated he would seek legal advice and will be out knocking on doors in 5 months. He left the meeting at 12:12 P.M.

Consensus of the Commission is that Saturday is the last day to appoint someone to fill the seat previously held by Commissioner Thursbay or someone will be appointed by the governor. There will be a Special Meeting on Friday, December 15, 2017, Noon at the Ward Ridge Building for the purpose of filling the vacancy of Commissioner Group I. Individuals interested in serving until the next election in May should provide their names to City Hall for consideration.

Citizens to be Heard

Christy McElroy addressed the Commission stating this was a sad issue, she had support Commissioner Thursbay and contributed to his welfare, but this was a major issue which carried consequences and responsibilities for this actions. Ms. McElroy expressed her thanks to Chief Herring and his department for doing their job throughout this issue.

David Alvarez stated that he felt the leaving of Commissioner Thursbay from the meeting forfeited his seat.

Steve Womack asked that if Commissioner Thursbay should show up on Friday what the plans would be. He also noted that he was a 28 year Army Veteran, felt that Mayor Patterson had failed in leadership, and noted that he should possibly reflect on his values and conduct and suggested that Mayor Patterson might want to resign also.

Mayor Patterson responded that he could bring lots of people that like his leadership.

Teresa Thursbay stated that she does not condone the actions of her husband, he has been a good commissioner and learned who the people are that he can count on and who the back stabbers are. She noted that she does not care about the decision of the Commission, her husband is a good man, there are those present who drink and drive that have just not been caught and stated, "Shame on you." She noted a sitting Commissioner had a DUI prior to the time of their election.

Rob Lacascid thanked the Commission for following the Charter.

Barbara Radcliff stated that no one hates William Thursbay but there are consequences to his actions. DUI is a crime, and no one is punishing him.

Keith Croasmun asked that the Commission not change the law, and to hold to themselves to higher standards.

Christy McElroy again addressed the Commission and asked that an Incident Event Report be entered into the Record showing a text she received from Teresa Thursbay. See Exhibit (A).

Mayor Patterson concluded with noting the City Charter is not like the County's or State. There are currently two legislators serving who have DUIs and noted they have not been removed from office but have been taken off several committees.

Discussion Items by Commissioners

Neither Commissioners Ashbrook, Buzzett, Lowry, nor Mayor Patterson had anything else to discuss.

Motion to Adjourn

A Motion was made by Commissioner Lowry, second by Commissioner Buzzett, to adjourn the Meeting at 12:32 P.M.

Approved this _____ day of _____ 2017.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date



Special Meeting 12/13/17
Ext. A

GULF COUNTY SHERIFF'S OFFICE
INCIDENTS EVENT REPORT



Information
Event Date: Thursday, November 9, 2017

Event: 2017110495

Event: 2017110495

Date: 11/09/2017

Time Received: 15:25

Event Code: 14 Information

Event Type: Incidents

Address: 1311 Woodward Ave (PSJ)

City: Port St. Joe

State: Florida

Zip Code: 32456

Remarks: REQ BY OFFICER BURCH

Dispatched As: 14 Information

Reported As: In Progress

Priority: 9

Sector: Zone:

County: Gulf

Jurisdiction: Port St. Joe P.D.

Weapon Reported: UNKNOWN

Reporting Party:

Telephone:

Origin: Officer Initiated

Dispatcher ID: 063D

PERSONS INVOLVED IN EVENT 2017110495

Person 1 of 0 On Offense

McElroy, Christine Lois

Age: 55

Complainant

Occupation: Not On Record

Employer: Not On Record

White Female

Height:

Weight:

Hair:

Date of Birth: 05/09/1962

Eyes:

Notes: None on file for this person record..

Person 2 of 0 On Offense

Burch, Russell Lee

Age: 61

[Employee]

Law Enforc. Officer

(Restricted Employee Information)

Notes: None on file for this person record..

Person 3 of 0 On Offense

Thursbay, Teresa Ann

Age: 43

Other

Occupation: Not On Record

Employer: Not On Record

White Non Hispanic Female

Height: 5' 0"

Weight:

Hair:

Date of Birth: 11/19/1973

Eyes:

Notes: None on file for this person record..

PRIMARY NARRATIVE FOR EVENT 2017110495

REPORT OF SGT. RUSSELL BURCH PSJPD

On November 9, 2017 I was asked by Chief Matt Herring to speak with Christy McElroy at 1311 Woodward Avenue reference to text and/or phone conversation from Teresa Thursbay to Christy McElroy.

Upon arrival I was advised by Christy McElroy that she had received a phone call from Teresa Thursbay on this date around 11:35 am. I was told by McElroy that Thursbay stated, "whats your problem ?" where as McElroy advised Thursbay, "Im not going to speak with you, Goodby" and terminated the call. I was shown a text message on McElroy's personal cell phone from Teresa Thursbay on this date at approximately 11:37 am stating, "ignore my calls if you want but I am telling you that you better leave my family alone. I promise you it's the best thing you can do".

**GULF COUNTY SHERIFF'S OFFICE
INCIDENTS EVENT REPORT**

Information

Event Date: Thursday, November 9, 2017

The aforesaid cellular call/text to Cristy McElroy's personal cellular phone originated from the number 340-3488.
Christy McElroy requested this information be documented on a police report for future reference if needed.

CERTIFICATIONS FOR EVENT 2017110495

Submitted By:	Signature:	Date: / /	Time:
Approved By:	Signature:	Date: / /	Time:

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY
COMMISSIONERS TO SELECT A COMMISSIONER FOR GROUP 1 TO
REPLACE WILLIAM THURSBAY FOR THE CITY OF PORT ST. JOE, FLORIDA,
HELD AT 2775 GARRISON AVENUE, December 15, 2017, at Noon.**

The following were present: Mayor Patterson, Commissioners Ashbrook, Buzzett, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Attorney Clinton McCahill, Chief of Police Matt Herring, and Finance Director Mike Lacour were also present.

The purpose of the Special Meeting was the Selection of Commissioner Group I.

Selection of Commissioner Group I

The following names were submitted for consideration as the replacement for William Thursbay as Commissioner for Group I.

Keith Croasmun, Ricky Farmer, Lee Fontaine, Shannon Gant, Tom Gibson, David Horton, Greg Johnson, Steve Kerigan, Eric Langston, Aaron Little, Letha Mathews, Nathan Peters, Jr., Boyd Pickett, Andy Shoaf, and Jim Sickels,

Chester Davis read a prepared statement asking that the appointee be from North Port St. Joe as they have not had representation for a number of years.

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to rank the candidates with the first choice receiving 15 points and rank from there down. The five individuals receiving the lowest points would be eliminated. All in favor; Motion carried 4-0.

City Manager Jim Anderson distributed the ballots and reviewed the voting process.

Ballots were tallied by Jim Anderson, Mike Lacour, and Charlotte Pierce. The results were announced by Mayor Patterson.

Eliminated in vote one were: Keith Croasmun, Ricky Farmer, Lee Fontaine, Jim Sickels, and Steve Kerigan.

Ballots for vote two were passed out and voted.

Ballots were tallied by Jim Anderson, Mike Lacour, and Charlotte Pierce. The results were announced by Mayor Patterson.

Eliminated in vote two were: Tom Gibson, Letha Mathews, Nathan Peters, Jr., Boyd Pickett, and Andy Shoaf.

Ballots were passed out and voted with the final five names of Shannon Gant, David Horton, Greg Johnson, Eric Langston and Aaron Little on the ballot.

Ballots were tallied by Jim Anderson, Mike Lacour, and Charlotte Pierce. The results were announced by Mayor Patterson.

Eric Langston received the highest vote count.

A Motion was made by Commissioner Buzzett, second by Commissioner Ashbrook, to appoint Eric Langston as Commissioner Group I. All in favor; Motion carried 4-0.

Citizens to be Heard - No one from the public spoke.

Discussion Items by Commissioners – No one had anything to discuss.

Motion to Adjourn

A Motion was made by Commissioner Buzzett, second by Commissioner Lowry, to adjourn the Meeting at 12:50 P.M.

Approved this _____ day of _____ 2017.

James "Bo" Patterson, Mayor

Date

Charlotte M. Pierce, City Clerk

Date



Martin Construction, LLC
PO Box 729
DeFuniak Springs, FL 32435 US
(850)685-4691
marconllc@yahoo.com

ESTIMATE

ADDRESS

City of Port St. Joe
ATTN: John Grantland

ESTIMATE # 1726

DATE 12/11/2017

EXPIRATION DATE 02/11/2018

DESCRIPTION	QTY	RATE	AMOUNT
Services	2	6,250.00	12,500.00
4" L.S. Piping - HDPE			
Services	4	465.00	1,860.00
Guide Rails			

Marlin Street Lift Station - Partial Rehabilitation

TOTAL

\$14,360.00

Notes:

Does Not Include Liner Repairs

ByPass Equipment Provided by Owner

Accepted By

Accepted Date



(850) 785-4675



POST OFFICE BOX 59462, PANAMA CITY, FL 32412-0462

INVOICE NO.
No 27979



(850) 769-3456

January 21, 2016

Vendor # 564

Job # 564

Invoice # 27979

2ND REQUEST

City of Port St. Joe
Attn: John Grantland
P. O. Box 278
Port St. Joe, FL 32457

Re: Highland View Lift Station Repair

GENERAL CONSTRUCTION & SITEWORK

Mobilization	1	\$ 4,657.00	\$ 4,657.00
Cleanup Cost	1	\$ 1,945.00	\$ 1,945.00

SITEWORK

By-Pass Pumping	1	\$ 5,000.00	\$ 5,000.00
Cleaning Lift Station	1	\$ 2,592.00	\$ 2,592.00

Replace Lift Station Piping (Replace existing stand pipes w/DR 11 HDPE from Base Plates to Check Valve in Valve Box)	1	\$ 16,745.00	\$ 16,745.00
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Total Amount Due & Requested

\$ 30,939.00

DUE DATE 2/5/2016

WE GREATLY APPRECIATE YOUR BUSINESS!!!

QUALITY SINCE 1958

CGC1522062 • CUC056975 • CBC057933



Florida Department of Environmental Protection

Northwest District
160 West Government Street, Suite 308
Pensacola, Florida 32502-5740

Rick Scott
Governor

Carlos Lopez-Cantera
Lt. Governor

Noah Valenstein
Secretary

October 19, 2017

Mr. Jim Anderson, City Manager
City of Port St. Joe
Post Office Box 278
Port St. Joe, Florida 32457
janderson@psj.fl.gov

RE: Warning Letter
City of Port St. Joe WWTF
FLA020206
Gulf County

Dear Mr. Anderson:

A domestic wastewater inspection was conducted at your City of Port St. Joe Wastewater Treatment Facility on May 31, 2017, under the authority of Section 403.091, Florida Statutes (F.S.). During this inspection, possible violations of Chapter 403, F.S., Chapter 62-600, Florida Administrative Code (F.A.C.), 62-610, F.A.C., and Chapter 62-640, F.A.C., were observed.

During the inspection and subsequent Department personnel noted the following:

- From January 2016 through July 2017 the facility reported effluent total suspended solids monitoring results above its permitted limit (reference inspection report, section 9.)
- Cat tails were present in the spray field, indicated standing water, which is not allowed by the permit (reference inspection report, section 10.)
- The sprayfields had patches that were overgrown with vegetation, and needed maintenance (reference inspection report, section 10.)
- A few additional items rated as "minor-noncompliance" are documented in section 5. of the attached inspection report and require the City's attention.

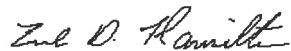
Violations of Florida Statutes or administrative rules may result in liability for damages and restoration, and the judicial imposition of civil penalties, pursuant to Sections 403.121 and 403.161(2), Florida Statutes.

Please contact Kim Allen, at (850) 595-0553, within **15 days** of receipt of this Warning Letter to arrange a meeting to discuss this matter. The Department is interested in receiving any facts you may have that will assist in determining whether any violations have occurred. You may bring anyone with you to the meeting that you feel could help resolve this matter.

City of Port St. Joe WWTF
Warning Letter
Page 2
October 19, 2017

Please be advised that this Warning Letter is part of an agency investigation, preliminary to agency action in accordance with section 120.57(5), Florida Statutes. We look forward to your cooperation in completing the investigation and resolving this matter.

Sincerely,



Emile D. Hamilton
District Director

EH/km

Enclosure(s): Inspection Reports

cc: Kevin Pettis, Lead Operator (kpettis@psj.fl.gov)
Bill Evans, DEP Pensacola Office (Bill.Evans@dep.state.fl.us)

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
WASTEWATER COMPLIANCE INSPECTION REPORT**

Facility Name and Physical Address City of Port St. Joe WWTF		WAFR ID FLA020206		County Gulf		Entry Date/Time 5/31/2017 09:56AM	
Lat/Long: 29°49'44.31"N 85°18'16.61"W		Facility Phone #: (850) 229-8261				Exit Date/Time 5/31/2017 01:04PM	
Name(s) of Field Representative(s) and Title Kevin Pettis, Lead Operator		Operator Certification # B-0021465		Email kpettis@psj.fl.gov		Phone (850)340-1316	
Name and Address of Permittee/Designated Rep. Jim Anderson PO PO Box 278 Port St. Joe, Florida 32457		Title City Manager		Email janderson@psj.fl.gov		Phone: (850) 229-8261	

Inspection Type:	C	E	I		Samples Taken? (Y/N):	N	Sample ID:	N/A	Samples Split? (Y/N):	N
X	Domestic				Industrial					

FACILITY COMPLIANCE AREAS EVALUATED

IC= In Compliance; MC=Minor Non-Compliance; NC= Out of Compliance; SC= Significant Out of Compliance; NA= Not Applicable; NE=Not Evaluated
Significant Non-Compliance Criteria Should be Reviewed When Out of Compliance Ratings Are Given in Areas Marked by a "♦"

PERMITS/ORDERS		SELF MONITORING PROGRAM		FACILITY OPERATIONS		EFFLUENT/DISPOSAL	
IC	1. ♦ Permit	IC	3. Laboratory	IC	6. Facility Site Review	SC	9. ♦ Effluent Quality
IC	2. ♦ Compliance Schedules	IC	4. Sampling	IC	7. Flow Measurement	NC	10. ♦ Effluent Disposal
		MC	5. ♦ Records & Reports	IC	8. ♦ Operation & Maintenance	NA	11. Biosolids/Sludge
						IC	12. Groundwater
NA	14. Other					NE	13. SSO Survey

Facility and/or Order Compliance Status:		In Compliance	X	Out of Compliance		Significantly Out of Compliance
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Recommended Actions: See Inspection Report Summary below

Name(s) and Signature(s) of Inspector(s) Lucas Grantham	District Office/Phone Number NWD/ (850) 767-0041	Date 6/6/2017
Signature of Reviewer Kimberly R. Allen	District Office/Phone Number NWD/(850) 595-0553	Date 8/14/2017

Single Event Violations

Check for Yes	Evaluation Area	Description	Finding Description	Finding ID
	Effluent Disposal	General	Operation of unpermitted disposal system at a permitted facility.	EDUN
	Laboratory	General	The laboratory is not certified by the Department of Health.	LNCE
	Permit	General	Unauthorized discharge from the collection system with a high potential for water quality or health impacts	UNBP
	Permit	General	The facility is operating without a wastewater permit.	UPHI
	Records and Reports	General	Falsification of any record or report	FARR
	Records and Reports	General	The Permittee failed to report noncompliance to the Department within 24 hours as required by 62-620.610(20), F.A.C.	RSWP

Treatment Summary: This is facultative lagoon sewage treatment plant with reuse to a sprayfield.

1. PERMIT: In Compliance

Current Permit available on-site?	Yes
Date Permit issued	October 30, 2012
Date Permit Expires	October 29, 2017
Permit Renewal Application due by	May 2, 2017 (received 4/27/17)
Administrative or Judicial Orders?	None

Observation: FDEP Permit #FLA020206 was issued on October 30, 2012 for the operation of this facility and it expires on October 29, 2017. At the time of this inspection the facility was in operation and a copy of the permit was onsite and available for review.

2. COMPLIANCE SCHEDULES: In Compliance

Compliance Schedule in Permit met?	See Observation
Compliance Schedules in Order are being met?	See Observation

Permit Condition VI.1.:

1	Construct and make operational reuse system R-001 (Zones 1 thru 3). Permittee shall demonstrate setback distance requirements have been satisfied for R-001, Zones 1 thru 3 before construction. Prior to operating Zones 1 thru 3, ground water samples shall be taken from Monitoring Wells MWC-5, MWC-6 & MWC-7 and characterize.	TBD
2	Construct and make operational reuse system R-002 [two rapid infiltration basins (RIBs)]. Permittee shall demonstrate setback distance requirements have been satisfied for R-002, RIB1 and RIB 2 before construction. Prior to operating RIB1 and RIB 2, ground water samples shall be taken from Monitoring Wells MWC-8 & MWC-9 and characterize.	TBD

Observation: R-0001 (zones 1-3) have not been constructed and R-002 (two RIBs) have not been constructed. However, there is no set date to complete these schedules. Therefore, the incomplete status of these schedules is not a deficiency.

Observation: Permit Condition VI.2. The facility submitted an application to renew the permit on April 27, 2017.

3. LABORATORY: In Compliance

Contract Lab Name and Certification #	The Water Spigot, E1105 Test America- Savannah, E87052
Facility Lab DOH Certification #	Not Applicable

Observation: The facility's contract laboratory, Water Spigot, performs effluent analyses for five-day carbonaceous biochemical oxygen demand (CBOD5), total suspended solids (TSS), and fecal coliform bacteria. The operator performs effluent analyses for total residual chlorine (TRC), pH at the facility. Groundwater analysis is done by Test America- Savannah, except for fecal coliform which is sent to The Water Spigot.

Observation: The laboratories are NELAC certified for the parameters being analyzed and the methods being used.

Total Chlorine Residual (FDEP SOPs FT1000, FT2000, Section 3.2.5.2 of FT2000, and FT1900):

Observation: The calibration of the facility's hand-held chlorine meter is verified daily with a secondary gel standard.

Observation: The calibration of the facilities inline chlorine meter is verified daily against the calibrated hand-held chlorine meter.

Observation: Secondary standards are checked against primary standards at least monthly. The liquid DPD, primary and secondary standards were onsite at the time of the inspection. The DPD 1A standard expires on February 2018. The DPD 1B standard expires on August 2017. The DPD 3 standard expires on July 2018. The primary standard expires on January 2018 and the secondary gel standards expire on May 2018.

pH (FDEP SOPs FT1000, FT1100, and FT1900):

Observation: The facility's hand-held pH meter is calibrated at least monthly, or more frequently as specified by the meter manufacturer, and the calibration of the meter is verified daily, with appropriate buffers.

Observation: The calibration of the facility's inline pH meter is verified daily against the calibrated hand-held pH meter.

The pH buffers that were onsite at the time of the inspection were pH 4,7 and 10 and expire in May 2017, April 2018 and June 2018 respectively.

Additional Comments: During calibration verification of meters, if the values observed for chlorine, pH, turbidity, dissolved oxygen (DO) and specific conductance vary $\pm 10\%$ for chlorine

(or 20% if verifying an inline meter against a calibrated hand-held meter), 0.2 standard units for pH, it shall be assumed that the calibration of the meters is unstable. The cause of the instability must be determined and corrective actions must be taken to bring the meters into stable calibration, such as maintenance, repair or replacement.

Observation: The pH 4 buffer expired in May 2017. Please note DEP SOP FT1100 requires acceptable verification of any standard used after its expiration date should be documented.

Temperature (FDEP SOP FT1400):

Observation: In lieu of storing samples in a refrigerator with a thermometer until analysis, the facility retains their samples in ice until analysis.

Additional Comment: Samples retained in ice until analysis should be sealed tightly and be completely immersed in ice to ensure a storage temperature of 4° C until analysis.

4. SAMPLING: In Compliance

Sampling conducted by facility during inspection?	No
Sampling by facility observed during inspection?	No
Sampling conducted at locations identified by the permit?	Yes
Safe access to sampling locations?	Yes

Observation: Permit Condition I.A.1: Flow proportional composite influent and effluent samples and grab samples are being taken at the facility, in accordance with the facility permit.



5. RECORDS AND REPORTS: Minor Out of Compliance

Documents/Records reviewed	Timeframe
See below	From 02/28/2013 to 05/30/2017

Observation: Permit Condition I.B.7: A records review for the August 2016 effluent monitoring and first quarter 2017 groundwater monitoring event indicated that information and data on chain of custody sheets, laboratory reports and Discharge Monitoring Reports (DMR) and Groundwater Monitoring Reports (GMR) were consistent. DMRs and GMRs are being submitted to the Department in a timely manner.

Observation: Permit Condition I.B.8.: Analysis of reclaimed water or effluent, for the primary and secondary drinking water standards contained in Chapter 62-550, FAC (except for asbestos, color, odor, and corrosivity), must occur upon application for each renewal of the facility operating permit or addition of new non-domestic wastewater dischargers to the collection system. The results of the analysis must be reported to the Department on a Discharge Monitoring Report (DMR) by June 28th following the analysis. The DMR must specify the reporting period as January 1 through December 31 of the year preceding the June 28th reporting

deadline. In years when there has been no permit renewal application or addition of new non-domestic wastewater dischargers to the collection system, a written statement to this effect may be submitted in lieu of analytical results by the June 28 deadline, for the period January 1 through December 31 of the year preceding the June 28 deadline. If a written statement is submitted in lieu of analytical results, a DMR must still be submitted by June 28 with the notation "MNR" (monitoring not required) on each row of the DMR.

Observation: Permit Condition I.B.9.: The Annual Reuse Report [Form 62-610.300(4)(a)(2)], for the period October 1 through September 30 of each year, is due by January 1st of the following year. The 2016 report was received on December 2, 2016.

Observation: Permit Condition V.B.1: Per Rule 62-600.405, FAC, the permittee must routinely compare effluent flows being treated at the facility with permitted capacities of the treatment plant or reuse and disposal systems. Capacity analysis reports must be submitted, with the provisions of Rule 62-600.405(6) through (8), FAC,

1. upon permit renewal
2. when the facility's three-month average daily flow, for the most recent three consecutive months, exceeds 50 percent of the permitted capacity of the treatment plant or reuse and disposal system, **and within 180 days from the last day of the three-month reporting period.**

① * **Deficiency Description:** At the time of the inspection, the facility did not have a copy of backflow prevention yearly testing. TESTED BY "PLUMB BETTER" 10-26-17
Set up for Annual - OCTOBER
Permit/Rule or Other Reference: 62-555.360. F.A.C.

Corrective Action: Have the backflow device tested on a yearly basis and maintain the file on record for inspection by the department. DONE

② * **Deficiency Description:** At the time of the inspection there was no hardbound operator logbook. Detailed records were kept on loose paper and stored in a filing system.

Permit/Rule or Other Reference: 62-602.650. FAC

Corrective Action: Obtain and begin using a numbered paged hardbound notebook that contains all the requirements in permit condition V.C.1.i

IN SERVICE 6-6-17

- DONE

6. FACILITY SITE REVIEW: In Compliance

Observation: Permit Condition VIII.6. Screenings and grit removed from the wastewater facilities are collected in suitable containers and hauled to a Department approved Class I landfill.

Observation: VIII.5.: The treatment facility is enclosed with a fence to discourage entry of animals and unauthorized persons.

7. FLOW MEASUREMENT: In Compliance

Flow meter present and location as per permit?	Yes
Easy access to flow meter?	Yes
Date of last flow meter calibration	10/19/2016
Is the flow meter calibrated every 12 months?	Yes

Observation: Permit Condition I.A.4.: The facility's flow meter was last calibrated on October 19, 2016, which is in compliance with the annual flow meter calibration requirement of the facility permit.

8. OPERATION AND MAINTENANCE: In Compliance

Facility being operated as per permit?	Yes
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Observation: Permit Conditions V.A.1.: According to records reviewed during the inspection, the required operator site time of a Class C or higher operator 6 hours/day for 5 days/week, with the lead operator being a Class B or higher when the annual average daily flow is less than 2.0 MGD is being met. If the flow equals or exceeds 2.0 MGD a class C operator must meet the required site time of 16 hours/day for 7 days/week.

Additional Comments: The annual average daily flow reported on April's DMR was 1.9 MGD. If this reaches the 2.0 MGD marker, you must meet the operator staffing requirement listed in permit condition V.A.1 which is listed above.

Observation: Permit Condition IX.7.: All treatment units specified in the permit were in operation or were in operational condition.

Observation: Permit Condition V.C.1.: The facility's log book, meter calibration logs and sample logs were onsite and reviewed during the inspection adequately recording the facility's daily operations and maintenance activities. See deficiency listed in section 5.

Observation: Permit Condition IX.7. Generators are being ran once a week on Tuesday under load. The generator was last run on 5/30/2017. Records show preventative maintenance is being performed.

Observation: Permit Condition VIII.1., and IX.7.: Essential spare parts are maintained onsite and other parts are maintained and /or easily obtainable.

③ * **9. EFFLUENT QUALITY: Significant Out of Compliance**

DMRs review period	From 01/01/2016 to 07/31/2017
Any exceedances?	Yes

See PLAN

Deficiency Description: A review of the DMRs for the period from January 1, 2016 through July 31, 2017 indicated the following effluent quality and/or permit limit violations at R-001 for TSS, pH, fecal coliform % less than detection, and total residual chlorine (for disinfection).

Date	Parameter	Result	Limit	Units	Statistical Base
7/31/2017	Solids, Total Suspended	6.5	5.0	mg/L	AB - Annual Average
7/31/2017	pH	8.9	8.5	s.u.	MB - Maximum
6/30/2017	Solids, Total Suspended	6.3	5.0	mg/L	AB - Annual Average
6/30/2017	Solids, Total Suspended	17	10.0	mg/L	MB - Maximum
6/30/2017	Solids, Total Suspended	9	7.5	mg/L	MK - Monthly Average
6/30/2017	pH	8.8	8.5	s.u.	MB - Maximum
5/31/2017	Solids, Total Suspended	6.5	5.0	mg/L	AB - Annual Average
5/31/2017	Solids, Total Suspended	18	10.0	mg/L	MB - Maximum
5/31/2017	Solids, Total Suspended	11	7.5	mg/L	MK - Monthly Average
5/31/2017	pH	9.5	8.5	s.u.	MB - Maximum
4/30/2017	Solids, Total Suspended	5.8	5.0	mg/L	AB - Annual Average
4/30/2017	Solids, Total Suspended	8	7.5	mg/L	MK - Monthly Average
3/31/2017	Solids, Total Suspended	5.2	5.0	mg/L	AB - Annual Average
3/31/2017	pH	8.8	8.5	s.u.	MB - Maximum
2/28/2017	Solids, Total Suspended	5.3	5.0	mg/L	AB - Annual Average
2/28/2017	Coliform, Fecal, % less than detection	67	75.0	percent	TM - Minimum Total Monthly
2/28/2017	pH	8.9	8.5	s.u.	MB - Maximum
1/31/2017	Solids, Total Suspended	5.1	5.0	mg/L	AB - Annual Average
12/31/2016	Coliform, Fecal, % less than detection	66	75.0	percent	TM - Minimum Total Monthly
12/31/2016	pH	8.6	8.5	s.u.	MB - Maximum
9/30/2016	Solids, Total Suspended	6.1	5.0	mg/L	AB - Annual Average
8/31/2016	Solids, Total Suspended	7.08	5.0	mg/L	AB - Annual Average
8/31/2016	pH	8.88	8.5	s.u.	MB - Maximum
8/31/2016	Chlorine, Total Residual	1.38	1.6	mg/L	ME - Minimum
7/31/2016	Solids, Total Suspended	7.41	5.0	mg/L	AB - Annual Average
7/31/2016	pH	9.76	8.5	s.u.	MB - Maximum
7/31/2016	Chlorine, Total Residual	1.22	1.6	mg/L	ME - Minimum
6/30/2016	Solids, Total Suspended	8.5	5.0	mg/L	AB - Annual Average
6/30/2016	Solids, Total Suspended	11	10.0	mg/L	MB - Maximum
6/30/2016	Solids, Total Suspended	10.5	7.5	mg/L	MK - Monthly Average
6/30/2016	pH	9.46	8.5	s.u.	MB - Maximum
5/31/2016	Solids, Total Suspended	8.1	5.0	mg/L	AB - Annual Average
5/31/2016	pH	9.84	8.5	s.u.	MB - Maximum
4/30/2016	Solids, Total Suspended	8.9	5.0	mg/L	AB - Annual Average

4/30/2016	pH	9.59	8.5	s.u.	MB - Maximum
4/30/2016	Chlorine, Total Residual	1.1	1.6	mg/L	ME - Minimum
3/31/2016	Solids, Total Suspended	9.5	5.0	mg/L	AB - Annual Average
3/31/2016	Solids, Total Suspended	14	10.0	mg/L	MB - Maximum
3/31/2016	pH	9	8.5	s.u.	MB - Maximum
2/29/2016	Solids, Total Suspended	9	5.0	mg/L	AB - Annual Average
1/31/2016	Solids, Total Suspended	9	5.0	mg/L	AB - Annual Average

Permit/Rule or Other Reference: Permit Condition I.A.1.

Corrective Action: In your response to this report, please address the violations in the table above, including steps to be taken to identify and control their sources.

10. **EFFLUENT DISPOSAL: Out of Compliance**

Facility discharging?	No
Discharge location(s) as per permit?	Yes

Observation: The facility has a 1.9 million gallon per day (MGD) annual average daily flow (AADF) permitted capacity discharging to a 97.85-acre slow-rate restricted public access spray field (R-001). The facility's sprayfield and were evaluated during this inspection.

Observation: Permit Condition IV.A.1: Advisory signs were posted around the site boundaries designating the nature of the project area.

Observation: The monitoring wells were capped, labeled and locked.

Observation: Permit Condition IV.A.4.: The loading to the spray field is not exceeding the permitted limit of 5 inches per week.

Deficiency Description: The presence of cat tails in the spray field indicated standing water (Figure 1).

Permit/Rule or Other Reference: Permit Condition IV.A.4.: The hydraulic loading rate shall not produce surface runoff or ponding of the applied reclaimed water. [62-610.423(3) and (4)]

Corrective Action: In your response to this report, please address how you will handle the ponding on the spray fields.

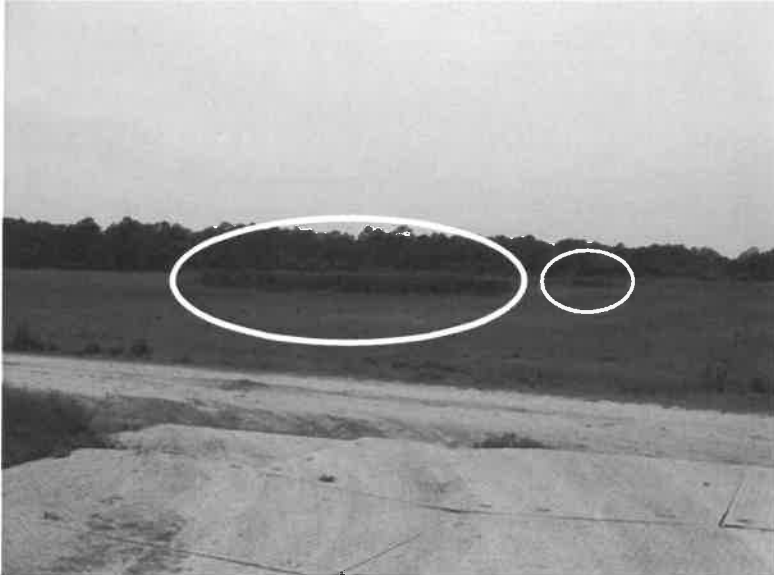
LOW AREA NEEDS FILL DIRT / SAND.

Deficiency Description: There were patches of vegetation that were very overgrown on the spray fields (Figure 1).

Not Completed as of 12-14-17

Permit/Rule or Other Reference: Permit Condition IV.A.5: The crops or vegetation shall be periodically harvested and removed from the project area. [62-610.310(3)(d) and 62-610.419(1)(b)]

Corrective Action: Cut, harvest and remove the vegetation from the spray field periodically.



Zone 5
NOW CUT / DRY.
NEEDS FILL

Figure 1 Large patches of cat tails were present on certain spots of the spray field.

11. BIOSOLIDS/SLUDGE: Not applicable

12. GROUNDWATER: In Compliance

DMRs review period	From 01/01/2016 to 05/31/2017
Any exceedances?	No
All monitoring wells accessible, secured & locked?	Yes

Observation: Permit Condition III.10.: A review of GMRs for the period from 01/01/2016 to 05/31/2017 indicated no violations of groundwater quality requirements or permit limits.

13. SANITARY SEWER OVERFLOW (SSO) SURVEY: Not Evaluated

Additional Comments: Sanitary sewer overflow regulations only apply to domestic wastewater facilities. All industrial or domestic facilities however must report any unauthorized releases of wastewater (spills) to the Department. This requirement is applicable to all facilities with a discharge. If a spill is less than 1,000 gallons, and is not expected to reach surface waters, the report may be made to the District Office at (850) 595-0659 or (850) 595-0673, or to the State

Watch Office (SWO) at (800) 320-0519. If the spill is 1,000 gallons or more, and/or if the spill (of any size) reaches surface waters, the report must be made to the SWO. If there is a question whether or not a spill has reached (or will reach) surface waters, the facility should err on the side of safety and report the spill to the SWO.

14. OTHER: Not Applicable

FDEP Warning Letter Response

Section 5.

Reference Rule 62-602.650 Hard bound operator log book.

At the time of inspection we did not use a hard bound book for operator logging. Hardbound books were ordered from Ramsey's printing and we are and will utilize these hard bound books for operator logs. (In service 6-16-17)

Reference Rule 62-555.360 Hydrant backflow device annual testing.

At the time of inspection we did not have a copy of a valid back flow test. "Plumb Better" was called and successfully tested the backflow preventer on 10-2-17. The test will be scheduled annually in October. (No one in Gulf County has the license to test backflow preventers anymore.)

Section 9.

At the time of inspection we had violations of our effluent permit conditions in pH, TSS, fecal coliform % less than detection, and total residual chlorine.

To improve control over the effluent pH, we have added a flexible piping system which allows the operator to choose where in the water column our effluent is taken. We have since found the optimum placement for pH control. July 21, 2017 we locked the intake pipes at the desired level with the ability to change if needed. Since that day we have had 2 pH violations (neither can we explain) and the pH is now averaging in the low to mid 7's.

To improve our control over disinfection, we have repaired then replaced the holding tank and feed line for our sodium hypochlorite (disinfection) tank which allows us to utilize the lower 600 gallons thus resolving our disinfection pumps from sucking in air when we had hundreds of gallons in the holding tank.

Our TSS issue is our biggest issue and we have a short term and long term plan. On the short term we plan to discharge just short of our permitted limits throughout the winter months while the algae is low. This should allow us a couple of months in the summer to hold any discharge if the lagoon is algae laden, thus lowering our annual average. Our solution will be to add microorganisms (biological dredging) to the lagoon that breaks down the nutrients, thus removing organics/ sludge and starving out the algae. (Results of one trial is at: <http://www.sea-today.com/index.html>) We have had two trials from different companies, both removed sludge from the trial area, and one impacting the algae significantly in the trial area. Another avenue may be to fence off the spray fields. We do not have the answer as to how much that will affect the permit limits, so until we have those potential permit values, we do not know how much impact this will have.

Section 10.

At the time of inspection a portion of Zone 5 at our spray field had some overgrown vegetation indicated by the presence of cat tails.

Prior to the inspection, we had noticed a low area in that particular zone and decided to valve off the sprinkler heads in that area, and choose to bypass the zone all together as much as possible. That area is now dry again and maintained with the rest of our spray field. At the time of the inspection we were scheduling equipment training with a "borrowed" operator (Tommy Gay). We have since filled our ranks with two operator trainees and now have the ability to borrow a trained tractor operator to fill in as needed.

Some of the things we have done since 2012:

2012: \$8.8 million for the new headworks, disc filtration and spray fields.

2013: \$418,814 for solar aeration. (Solar Bee's)

2014: Sodium Hypochlorite pre-injection trials

2015: \$34,530 for Sonic Disruptors

2015: \$27,673 flexible effluent feed piping

2016: Trials of microbial dosing

2017: Trials of microbial dosing



Sea-Today, LLC

High Performance Biological Ponds for Septic Tank Treatment

Golden Pond

Golden Pond

Golden Pond

TM

[Results Updated 7/18/17](#)

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Case Study #5

Port St. Joe, Florida, Oxidation Pond

10-21-2016

Overview

Sea-Today, LLC started growing and then adding its' multi-specie culture (ST-13) to the Port St Joe Oxidation (PSJ) Pond (Fig 1). The pond supports about 3,500 residences and buildings. The pond is 78 acres and is an old mill pond that was given to the City in 1997. It was supposed to have been dredged in 1997, but it has 5 feet of mill sludge and on top of that is 2 to 8 feet of sewage sludge. The total depth is typically 13 feet. The pond is almost full of sludge in some areas and is going to need to be dredged in the next 5 years. The current estimate is \$12 million to \$15 million to perform the dredging and haul the sludge to a land fill. The City is looking for a way to push out and minimize the cost of dredging. We focused on about a 5 acre area at the southwest corner of the pond. Over a four week period we reduced the sludge by 8 inches(Fig 3). The plant had been outside permit levels in TSS and pH for a long time. Within a week of our [start](#) the TSS and pH were both within permit levels(Fig 5). They also had an ongoing problem with odiferous algae that went away shortly after starting and remained gone until we completed the study. Based on our results we forecasted that the City could push out the dredging by at least 20 years, saving millions of dollars.

Treatment Plan

The entire study lasted 6 months. We started in the influent area and then moved around the pond to eliminate their odiferous algae problem. We then focused in on about a 5 acre area of the pond to document sludge reduction over a four week period, using a manual sludge judge to measure sludge levels before and after. Each week, 500 gallons of culture was grown four different times over a 24 hour period and then drained into specific sites at the edge of the pond.

Results

We analyzed their two layers of sludge and found they had equal bioactivity which measured the biology's ability to consume the organics. The [sample](#) was 59% inorganic and 41% organic. The algae problem was eliminated shortly after starting and remained absent during the 6 month test. The site saw a reduction in TSS and a reduction in pH within a week of our starting and both levels went from outside permitted levels to within permitted levels and remained there until the end of the test period.

The 5 acre test area showed a reduction of 8 inches over a 4 week period. This would push out their need for dredging by about 20 years, allow the City time to accumulate funds to perform the work, and save them millions of dollars.

The pond's water quality changed over the study time. The water clarity started to improve and the overall [health](#) of the pond improved. As a result, the small fish population increased greatly, and then the bird population increased. The odor was also eliminated.

The test demonstrated everything Sea-Today, LLC had claimed.

Fig 1 PSJ Oxidation Ponds Test Location

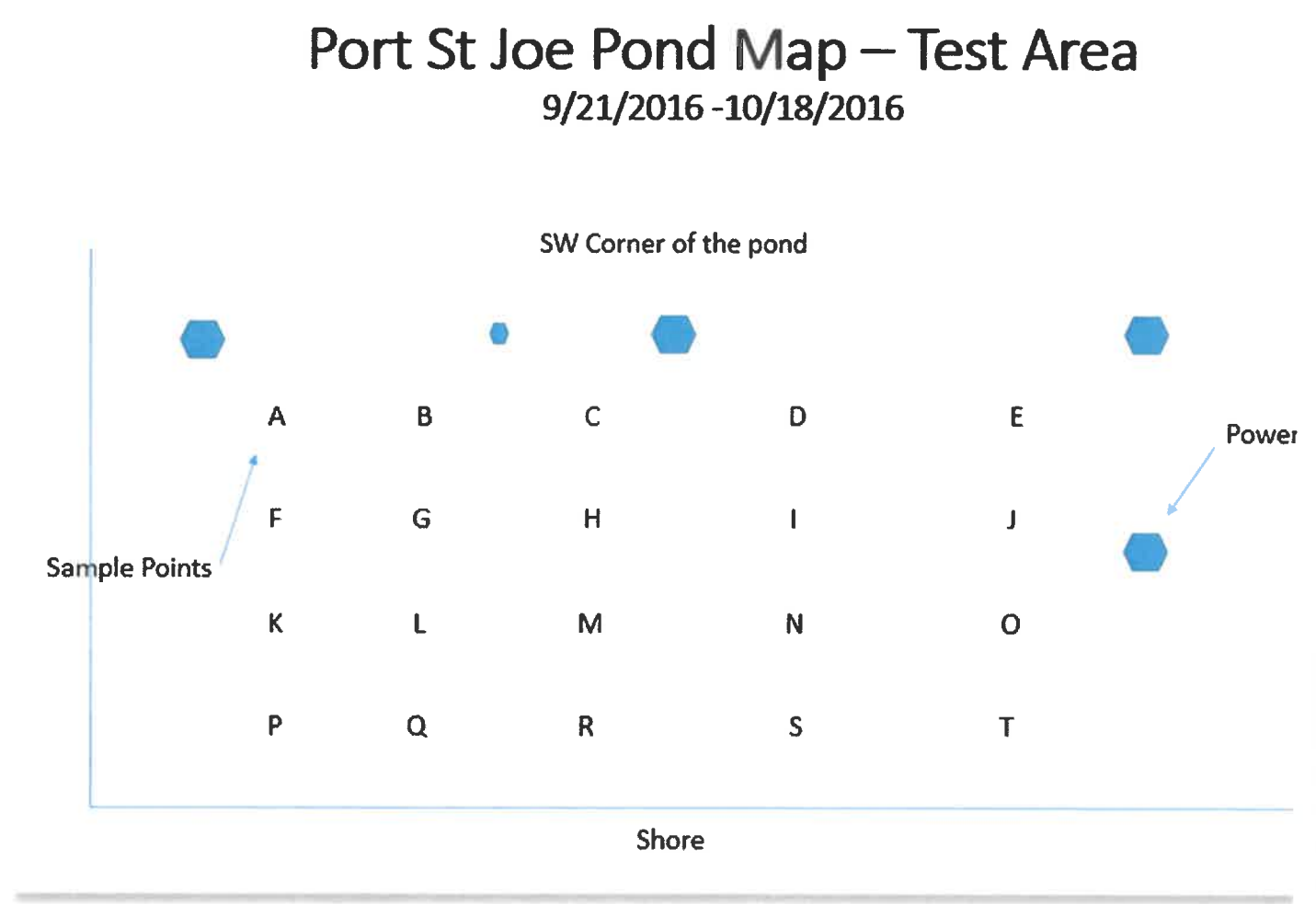


Fig 2 Test Locations for Sludge Judge

Port St Joe Data Table																			
Date	9/15/2016																		
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
20	20	10	10	15	20	20	20	21	20	10	20	20	20	22	14	18	15		
																	Before	AVG	
Date	10/18/2016																		
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
13	13	0.3	0.9	0.8	1.3	1.3	1.3	14	1.3	1.1	1.3	1.3	1.3	1.5	0.7	1.1	0.8		
																	After	AVG	
																			% Change



Test Area Sludge Reduction

Data Table

Fig 3 Sludge Judge Data

Organics vs Inorganics



FLOWERS CHEMICAL LABORATORIES INC.

P.O. Box 150597, Altamonte Springs, FL 32715-0597
571 NW Merchantile Pl. Suite 111, Port St. Joe, FL 33986
812 NW Horseshoe Green Dr, Madison, FL 32340
3980 Overseas Hwy, Suite 103, Marathon, FL 33050

Phone 407 339 5984 ER3018 (Main Lab)
Phone 772 341 8006 ER3012 (South Lab)
Phone 850 973 6878 ER2405 (North Lab)
Phone 305 743 8598 ER15234 (Key Lab)

Alternative Green Today LLC
2547 E 6th St
Panama City, FL 32401

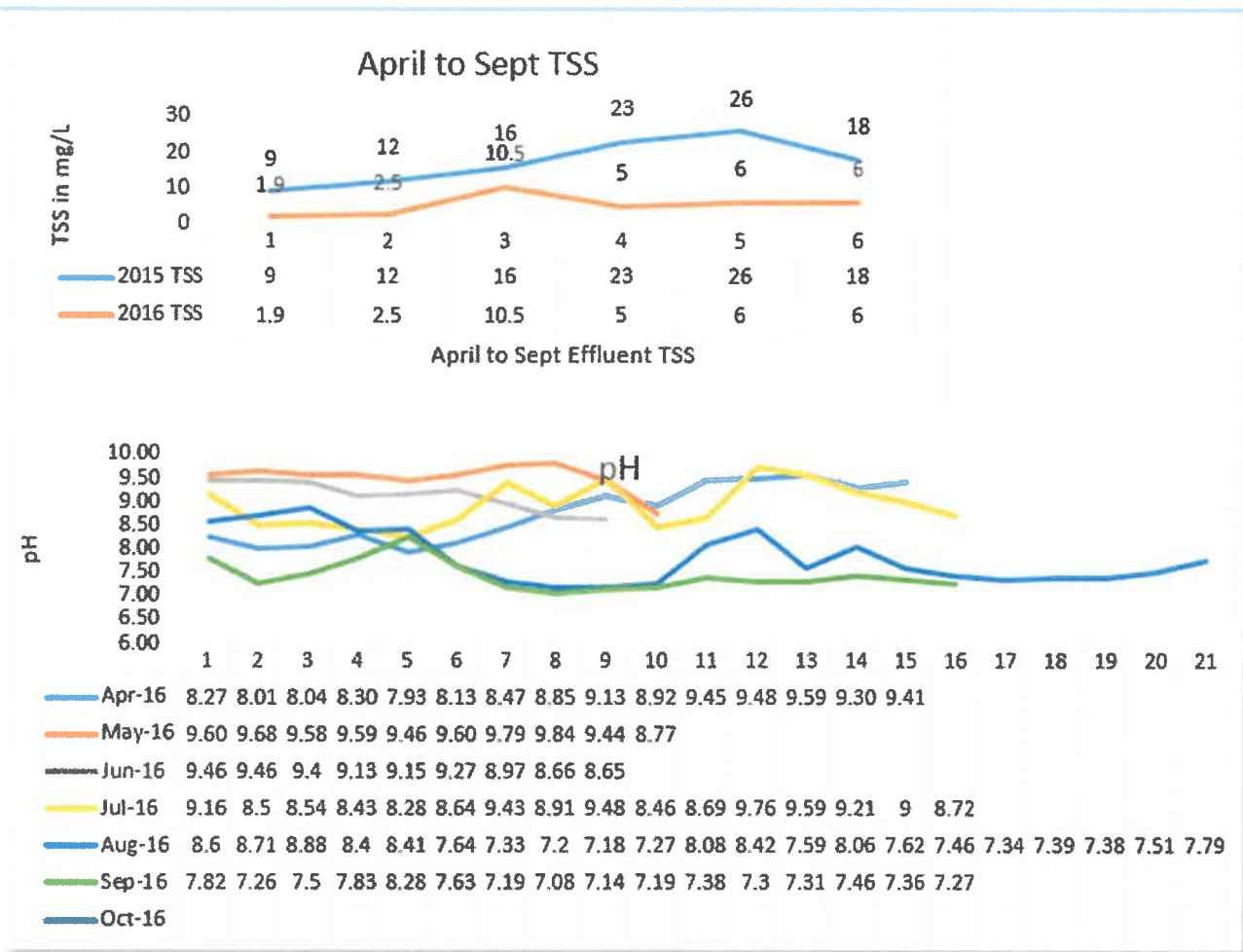
PO # n/a
Client Project # Port St Joe
Date Sampled Sep 12, 2016
Oct 10, 2016, Invoice 311375

Analysis Report

Lab #: 311375SO1	Sampled: 09/12/16 09:00 AM	Desc: PSJ 1								
Parameter	Result	Units	DF	MDL	PQL	QC Batch	Method	CAS #	Ans	
Total Volatile Solids	412	%TVS	1 00	0 100	0 200		EPA160 4		09/2	
Total Solids	242000	mg/kg	1 00	2 50	5 00		SM2540 B	C-008	09/2	
Total Nitrogen(as N)	7500	mg/kg	0				TotNa	17778-88-0		
% Moisture	72.5	%Wt	1 00	0 000250	0 000500	10321941	SM2540 B		09/2	
TKN(as N)	7400	mg/kg	4000	800	1600	10322916	EPA351 2	7727-37-9	10/0	
Total Phosphorus(as P)	4570	mg/kg	4000	400	800	10322917	EPA365 4	7723-14-0	10/0	
NO3+NO2(as N)	93.6	mg/kg	10 0	0 100	0 200	10322954	EPA353 2	I-005	10/0	

Fig 4 Sample Analysis

Fig 5



TSS and pH Results

**Code Enforcement 2017 Activity
As of 12/13/2017**

	Open	Closed	Total	Increase
Unlawful Accumulation	49	392	441	2
Substandard Structure	14	9	23	5
Abandoned Vechicle	10	6	16	2
Unlawful Sewer	0	1	1	
Land regulation Violation	1	5	6	
Business Lic. Violation	20		20	
Special Master Hearings				
Building Demolition	5	5	10	
Waste Violation	24	268	292	12
Sign Violation	1	87	88	
Total	124	773	897	21