

**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 19, 2019, at 12 Noon.**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, and Langston. City Manager Jim Anderson, City Clerk Charlotte Pierce, and Attorney Adam Albritton were also present. Commissioner Lowry was absent.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to approve the Minutes of the Regular Meeting on November 5, 2019. All in favor; Motion carried 4-0.

Building Department Update – Quarterly:

Long Term Recovery Committee Update – Nancy Stewart, Executive Director, updated the Commission on progress that is being made by their committee.

PSJRA Update – Commissioner Ashbrook asked that a PSJRA Workshop be held January 14, 2020, at noon to discuss the future of the PSJRA.

City Attorney –

Special Master Contract

Attorney Albritton recommended that, when reinstatement notification has been received that Mr. Magidson is no longer in retirement status with the FL Bar, that the contract be signed. The contract will be for a 2 year period at a price of \$150 per hour beginning December 1, 2019. A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to accept Mr. Albritton's recommendation. All in favor; Motion carried 4-0.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Government Complex Grant Update – City Staff continues to look at options and Mayor Buzzett will be meeting with Jorge Gonzalez of the St. Joe Company tomorrow.

Capital City Bank Lease Update – Nothing has been received from Capital City Bank on this. Mr. Anderson is to see what their intentions are. Attorney Albritton shared that there had been no indication from Capital City that they are willing to sign the agreement of \$3,000 per month while occupying the City's property.

RFQ 2019-03 Electrical Service Continuing Service Contract - A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to Table this for further review. All in favor; Motion carried 4-0.

Roberts Rules of Order – Mayor Buzzett noted that Robert Rules of Order are very structured and he is working with Attorney Albritton on a hybrid policy to provide a better way of conducting the commission meetings.

New Business

Planning Board Membership – A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to reappoint members Travis Burge, Phil Earley, and Hal Keels for another 3 year term. All in favor; Motion carried 4-0.

Washington Gym Lighting - A Motion was made by Commissioner Langston, second by Commissioner Ashbrook, to accept the Estimate of Current Solutions in the amount of \$8,800 for lighting upgrades to the Washington Gym. All in favor; Motion carried 4-0.

Mr. Anderson shared that this morning a pipe had burst in the Women's Restroom in the Washington Museum and efforts are underway to clean the area up.

Public Works – Mr. Grantland was absent and Mr. Anderson updated the Commission on his projects.

Stump Grinder – This was Tabled as there is a possibility the Workforce labor will be able to help with this.

Bids will be opened Friday for the Frank Pate Park Pier/Gazebo.

The 16th Street Park bridge foundation that connects the walking trails should be done this week.

The fence at the Tennis Court adjoining Frank Pate Park will come down this week. Efforts are underway to resolve playing areas for Tennis and Pickle Ball enthusiasts.

Surface Water Plant – Larry McClamma

RFP 2019-02 Membrane Filter Modules

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to accept the bid of Evoqua to provide 144 Micro Membrane Filter Modules in the amount of \$83,520. All in favor; Motion carried 4-0.

Wastewater Plant – Kevin Pettis did not have anything new to update the Commission on.

Finance Director – Mike Lacour shared that October Financials are completed. He continues to work with FEMA and our insurance carrier on issues.

City Engineer – Clay Smallwood, III

Trail Lighting / Upgrades Grant Update – A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to pay \$135 per month and reduce the number of lights by one half to 14. All in favor; Motion carried 4-0.

Road Bond Money – Mr. Smallwood hopes to have a December start date on this project.

Code Enforcement – No report necessary.

Police Department – Chief Matt Herring did not have anything for the Commission.

City Clerk - Charlotte Pierce

Christmas Parade – Clerk Pierce shared that the number of parade entries are increasing and inquiries are being received on a regular basis.

Citizens to be Heard –

Marquita Thompkins shared her concerns about the readiness of the Washington Gym to serve as a Disaster Preparedness Facility. She provided several documents and asked for an update on the progress that is being made. The Commission assured her improvements are being made, the lighting is the first step, and windows, and bathroom improvement options are being reviewed.

Marvin Davis extended an invitation to attend a free Financial Workshop on December 7, 2019, at the Philadelphia Primitive Baptist Church.

Tan Smiley asked about the Peters Park Bathroom and why the PACES Foundation request had been denied. The Commissioners noted they are working on improvements in the park area shared their concerns about the PACES Foundation. Mayor Buzzett noted that PACES had not come by to the Commission since receiving suggestions on ways to work with the City on the project.

Discussion Items by Commissioners

Commissioner Hoffman made a Motion to add Pickle Ball enthusiast, Rod Ragle, to the FRDAP Committee. A second was made by Commissioner Ashbrook. All in Favor, Motion carried 4-0.

He also asked about having language on paper concerning the 5th cent of the TDC Tax. Commissioner Ashbrook represents the City on the TDC and shared that requests should be made for all park projects.

Commissioner Ashbrook did not have anything to share with the Commissioners.

Commissioner Langston reviewed the progress that is being made on the Washington Gym improvements, wants to have input from the communities on the Tennis Courts, and announced the Jonathan Rouse Memorial Thanksgiving Dinner to be held at the Washington Gym at 3:30 on Tuesday. He also shared his concerns about bears in the neighborhoods and what needs to be done to protect our residents.

Commissioner Hoffman noted that he had spoken with Chief Rhett Boyd of Law Enforcement with the FWC and recommends that a letter be written from the City to Chief Boyd.

Mayor Buzzett noted the need to have a way to address waiver requests for the FEMA / Code Enforcement Letters that have been mailed to residents. Attorney Albritton recommended that the Florida Statute be followed for all proceedings.

He expressed his appreciation to the committee responsible for placing lights on the lighthouse again this year and for their purchase of Christmas snowflake decorations for Monument Avenue. He also thanked those providing Thanksgiving lunch and wished everyone a Happy Thanksgiving.

Mayor Buzzett asked that thought be given to creative ways to provide road paving for the City.

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to adjourn the meeting at 1:23 P.M.

Approved this 3rd day of December 2019.



Rex Buzzett, Mayor

12/3/19

Date



Charlotte M. Pierce, City Clerk

12/3/19

Date