

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 3, 2019, at 6:00 P.M.

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, and Lowry. City Manager Jim Anderson, and City Clerk Charlotte Pierce were also present. Commissioner Langston was absent. Tom Gibson served as the attorney for the meeting.

Mayor Buzzett welcomed Tom Gibson and thanked him for serving as the attorney for the meeting.

Mayor Buzzett shared that he had received a Letter of Resignation from Attorney Adam Albritton that was effective December 2, 2019.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to approve the Minutes of the Regular Meeting on November 19, 2019. All in favor; Motion carried 4-0.

Building Department Update – Quarterly

Long Term Recovery Committee Update – First Meeting of each month

PSJRA Update – There was no update from the PSJRA.

City Attorney – Mr. Gibson noted there is no state procurement requirement for hiring an attorney. An RFP or RFQ is acceptable should the Commission wish to advertise.

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, for City Staff to canvas local attorneys to see if anyone was interested in filling the position. All in favor; Motion carried 4-0.

CITY MANAGER'S REPORT – Jim Anderson

Old Business

Government Complex Grant Update – Mayor Buzzett shared that he had a very positive meeting with Jorge Gonzalez of the St. Joe Company and he was waiting to hear from him on several parcels.

Capital City Bank Lease Update – The bank will sign an agreement, dated December 1, 2019, for \$3,000 per month rent. They anticipate having their building completed in less than a year and after nine months, they would like to go to a month by month rental.

Roberts Rules of Order – Mayor Buzzett provided the Commissioners with a Resolution, drafted by Attorney Adam Albritton, on how meetings would be conducted. He asked that the information be reviewed and addressed at the next Commission meeting.

RFP 2019-13 Frank Pate Park Gazebo – Bids were much higher than the amount of insurance money. Staff will continue to work with FEMA to come up with a plan for the replacement of the structure.

New Business

Fair Housing – Bruce Ballister: Mr. Ballister updated the Commission on the status of the CDBG Grant and asked for a letter from the City stating the City is trying to leverage additional funds from another entity for the project. He also noted the need to advertise the project.

Postage and Mailing Machine – State Contract Lease: A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve the 60 month lease in the amount of \$458.00 per month. All in favor; Motion carried 4-0.

Frank Pate Park Tennis Court – The following individuals shared their thoughts on this issue. Rod Riegis, Keith Croasman, Linda Vance, Gene Behage, Robert Thomas, and Sheryl Bradley.

Mike Lacour shared that there was not a quorum for the FRDAP Committee meeting today, but their recommendation was to resurface the tennis court, stripe for tennis and pickle ball, and construct a pickle ball court. After discussion, City Staff will contact Gulf County Schools Superintendent, Jim Norton, to see if something could be worked out to use the tennis courts at the soccer field.

Jason Tunnell, BCC Containers, updated the Commission on the transition of garbage collection to his company. He feels the transition has been extremely smooth and he is working to have the transfer station operational soon. They have been handicapped due to the lightning strike to the chip pile as it continues to burn. He noted that yard debris pickup is done the first week of each month. Several Commissioners shared their concerns about the yard debris pickup with Mr. Tunnell.

Public Works – John Grantland

First Street Traffic Light Repairs – A quote has been received for repairs and Mr. Grantland is working with FDOT on this.

Surface Water Plant – Larry McClamma

Surplus Property – A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to declare as surplus the 2005 Ford E-250 Work Van, VIN # 1FTNE24L46HB40876, with mileage of 76,304.6. All in favor; Motion carried 4-0. The van is 14 years old and there are some safety issues with it.

Mr. McClamma shared that Scott Nesemeier had passed his state Class C License exam.

Wastewater Plant – Kevin Pettis

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to purchase 288 filters for an approximate cost of \$37,025. All in favor; Motion carried 4-0. Funds are in the budget for this purchase.

A job offer has been made to fill the position of Electrician and the recipient has requested a week's vacation upfront be included in the offer. A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve the request. All in favor; Motion carried 4-0.

Finance Director – Mike Lacour will be meeting with FEMA Thursday to work on Hurricane Michael projects. He is also working on audit prep.

City Engineer – Clay Smallwood, III

Trail Lighting / Upgrades Grant Update – Mr. Smallwood has provided the proposed reduction in the number of lights to Duke Energy and he is waiting to receive their proposal.

Road Bond Money – Roberts and Roberts should have information to him shortly on this.

NRDA Grant Task Order – A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve the NRDA Grant Task Order. All in favor; Motion carried 4-0.

Code Enforcement – No report necessary.

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

Commissioner Ashbrook requested that there be more police presence in the area of the Peters Park Pavilion and Parking Lot as there are concerns about possible drug activity.

City Clerk - Charlotte Pierce

Christmas Parade – Mrs. Pierce shared that entry forms are still being received for the parade and reminded the Commissioners of their need to be lined up by 5 P.M. for the parade.

Citizens to be Heard –

Letha Mathews noted that people are not afraid to come to NPSJ when food and vegetables are available or applying for jobs through the CareerSource Center.

Robert Branch encouraged the Commission to use their available space and not forget the Field of Dreams for projects.

Chester Davis shared that Philadelphia Baptist Church will be hosting a free Credit Seminar at 9:00 A.M. Saturday at their church.

Christy McElroy suggested using the Tennis Courts at the Country Club, shared her concerns about corruption, and provided a copy of the News Herald from November 20, 2019, addressing corruption.

Discussion Items by Commissioners

Commissioner Ashbrook questioned the possibility of having a final hurricane trash pickup, suggested seeing if *Kim Hunter* could help, and noted there are several trailers on MLK and Avenue F that need some attention. He asked for additional trash cans at Peters Park, and thanked *Chester Davis* and his church for sponsoring the free Credit Seminar.

Commissioner Lowry asked if there would be an Employee Appreciation lunch this year.

Commissioner Hoffman shared that he had suggested there be an Employee Appreciation late lunch, on Friday, December 20, 2019. He would like to see hams provided for each employee.

Mayor Buzzett noted the County Commission has requested a workshop on the \$500,000 pot three money that had been requested to help complete a sewer project in North Port St. Joe. He also noted that, after reviewing their meeting, misinformation was given to the county commissioners. A tentative Workshop date of Thursday, December 19, 2019, noon, at the Ward Ridge Building was suggested for the Workshop. County Attorney *Jeremy Novak* was in attendance and will notify the County Commission of the desire time and location for the Workshop.

A Motion was made by Commissioner *Lowry*, second by Commissioner *Ashbrook*, to adjourn the meeting at 7:35 P.M.

Approved this 17th day of December 2019.



Rex Buzzett, Mayor

12/17/19

Date



Charlotte M. Pierce, City Clerk

12/17/19

Date