

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, MAY 5, 2020, at Noon.
Teleconference as allowed under Executive Order 20-69; App – ZOOM;
Phone 1-646-876-9923, Meeting ID: 879 1960 8108; Password 704122**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, City Attorney Clinton McCahill, and Administrative Assistant Brie Scheibe were also present.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve the Minutes of the Regular Meeting on April 21, 2020. All in favor; Motion carried 5-0.

City Attorney –

Ordinance 571, 2019 – 2024 CIP Plan Update; Second Reading and Consideration of Adoption:

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to have the Second Reading of Ordinance 571. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 571 by Title only.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to adopt Ordinance 571. All in favor; Motion carried 5-0.

Trash Transfer Station –

Attorney McCahill shared that of the 4.5 acre parcel, the City owns 3.2 acres and the county owns the other 1.3 acres. Mr. McCahill will reach out to County Attorney, Jeremy Novak, to discuss this and see what can be done to resolve this issue.

Old Business –

Coronavirus (COVID-19) Update – Resolution 2020-02 State of Emergency – Currently still in Place:

No action was taken on this. The Frank Pate Boat Ramp has been opened but all City facilities are closed for rental, including Summer Recreation Programs at this time.

2020 Census – City Manager, Jim Anderson, stated that numbers for Gulf County are still very low and he encouraged everyone to contact the Census and be counted.

New Business –

Buck Griffin Lake Demo –

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to have St. Joe Demo & Tree Service, L.L.C., remove the Boardwalk on the North side of Twentieth Street for a price of \$4,000. All in favor; Motion carried 5-0.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to have St. Joe Demo & Tree Service, L.L.C., Special Exception Request to exceed the Impervious surface coverage ratio by approximately 300 sq. ft. to install a pool and spa. remove the Middle Boardwalk for a price of \$2,500. All in favor; Motion carried 5-0.

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to have St. Joe Demo & Tree Service, L.L.C., remove the old walking bridge on the South side of Dooder Parker Park for a price of \$3,500. All in favor; Motion carried 5-0.

Sidewalks on Monument and Constitution – Mayor Buzzett:

Mr. Anderson is to check with our grant writer, the Ferguson Group, to see if there are grants available to have the sidewalks on Monument Avenue repaired. He will be checking with FL DOT to see about funds for Constitution Drive as that is a state roadway.

Commissioner Hoffman asked that a sidewalk issue near the pavilion in Frank Pate Park be looked at.

Boat Dockage Request –

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to allow Brandon Bellew to dock his 28' vessel at Clifford Sims Park. All in favor; Motion carried 5-0.

Mr. Grantland noted that there is only one electrical ped and 1 water line at the site. The availability of space at the dock site is to be revisited to determine if there is any space remaining after this lease.

Public Works – John Grantland

Mr. Grantland shared that work at Jones Homestead has been completed and he is waiting on the final clearance for the main line.

Surface Water Plant – Larry McClamma

Mr. Anderson shared that the plant is working on the aeration of the Ground Storage Tank this week and that the water quality is good.

Wastewater Plant – Kevin Pettis

Shop Wall Removal – Request to Bid:

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to advertise for the demolition of the shop wall and for a new door for the space. All in favor; Motion carried 5-0. Insurance money and FEMA funds will cover these expenses.

Finance Director – Mike Lacour

NRCS Chicken House Branch Grant –

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to submit the grant. There is a 25% match for the \$218,000 grant request. Gulf County has received funds to open up ditches and contact will be made with the county to see if some of those funds could be used for the match.

City Pier – Request to Re-bid:

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to rebid this project. All in favor; Motion carried 5-0. Bids will be requested in two parts. One bid will be to demo the existing structure and the second will be a combined bid to demo and replace the pier.

Fishing Piers at Clifford Sims Park – Discussion:

John Grantland is to contact Structural Engineer, Jack Husband, for a Task Order to come up with a size for the pier, bid out the piers, and bid out the remaining structures. Mr. Grantland will be checking to see if the same materials can be used at the park as were used for the walking bridge on 17th Street.

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to provide a Letter of Support to the Jessie Ball duPont Fund for the Florida Resilient Cities Program. All in favor; Motion carried 5-0.

City Engineer – Clay Smallwood

Mayor Buzzett thanked Mr. Smallwood for his years of service to the City and wished him well in his new job.

Maddox Park Stormwater Pipe Permit –

Mr. Smallwood shared that the permit has been received from the U. S. Army Corp of Engineers for this project. Commissioner Lowry will talk with the County to see if they will be covering the ditch by the TDC.

NRDA Grant Update –

A response has been received from the Northwest Florida Water Management District on the provided renderings. City Staff is working on a response to their comments.

Code Enforcement –

Mr. Anderson shared that action will need to be taken on the ongoing violations. He encouraged the Commission to be thinking about how they would like to proceed.

Police Department – Chief Herring

Chief Herring noted that the updates to their remodeling of the Police Department have been received. He and Mr. Grantland will work on an RFP for a General Contractor.

City Clerk – Charlotte Pierce

Clerk Pierce did not have anything to update the Commission on.

Citizens to be Heard – There was no participation from citizens.

Discussion Items by Commissioners –

Commissioner Ashbrook asked that bids be received to clean up the Maddox Park area.

Commissioner Hoffman would like to see the anchor from Maddox Park be moved to the Lighthouse area for preservation purposes. The anchor is on loan from the state and Clerk Pierce will check to see if this is allowable.

He also requested that the barriers in front of Hungry Howie’s be repaired and relocated so that semitrucks making the turn there will have enough room for their turn on to Highway 98.

Commissioner Hoffman also suggested that all out of county residents should have to pay per launch at the Frank Pate Boat ramp rather than have decals for that.

Neither Commissioner Ashbrook nor Commissioner Lowry had any updates for the Commission.

Mayor Buzzett encouraged everyone to stay safe and practice social distancing.

Motion to Adjourn -

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to adjourn the meeting at 1:50 P.M.

Approved this 19th day of May 2020.



Rex Buzzett, Mayor

5/19/20

Date



Charlotte M. Pierce, City Clerk

5/19/20

Date