

**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 19, 2020, at Noon.
Teleconference as allowed under Executive Order 20-69; App – ZOOM;
Phone 1-646-876-9923, Meeting ID: 81269170277; Password 589973**

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 Langston, to approve the Minutes of the Regular Meeting on May 5, 2020, and the Special Meeting on May 1, 2020. All in favor; Motion carried 5-0.

City Attorney –

Trash Transfer Station –

Mr. McCahill was to meet with Gulf County Attorney, Jeremy Novak, on Monday May 11, 2020, but Mr. Novak called and said that he had a family emergency and could not meet. Mr. McCahill is waiting to hear from Mr. Novak on a date that is convenient for him.

Attorney McCahill will contact the St. Joe Company to see if they have any interest in the property.

Old Business –

Coronavirus (COVID-19) Update –

After discussion, the following decisions were made.

Resolution 2020-02 State of Emergency – Currently still in Place:

No action was taken on this.

Summer Recreation Programs –

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to cancel the Summer Recreation Program for the time being. All in favor; Motion carried 5-0. Lee Ellzey, Gulf Coast Workforce Board, has notified Mr. Anderson that the Washington Gym Summer Program has been cancelled.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to open all City property locations which include, *Park rentals, Farmers Market, Baseball and Softball complexes, Lighthouse Tours, building rentals, and the Blues in the Lot for June 20, 2020.* For the rental of all City Properties, the renter must be given a copy of the current guidelines, agree to abide by the current CDC Guidelines, and sign a statement prepared by Mr. McCahill stating they will conform to these rules. All in favor; Motion carried 5-0.

Commission Meeting Format –

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to reopen the Commission meetings to public attendance, following all CDC Guidelines, continue with the ZOOM App, and rescinding Resolution 2020-04 requiring ZOOM Meetings. All in favor; Motion carried 5-0.

Fire Department –

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to provide each Volunteer Firefighter with a \$250 Coronavirus COVID-10 Supplement. All in favor; Motion carried 5-0.

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. A reminder will be added to the City Water Bill when space is available and posted on the doors to City Hall.

New Business –

4th of July Fireworks Contract –

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the \$15,000 contract with PYRO Shows and remit the \$7,500 deposit. All in favor; Motion carried 5-0.

Surplus Property –

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve disposing of the Surplus Property as shown as Exhibit 1 to these Minutes. This is a cumulative list and the property will be given to Tom P. Haney Technical School in Panama City. All in favor; Motion carried 5-0.

RFP 2020-02 Garrison Avenue SCOP Grant Bids

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to award RFP 2020-02 to Roberts and Roberts, Inc., in the amount of \$427,633.90. All in favor; Motion carried 5-0.

CEI Services Task Order –

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to award the CEI Services Task Order to Dewberry Engineering in the amount of \$14,766. All in favor; Motion carried 5-0.

Fire Hydrants – Commissioner Langston:

Commissioner Langston expressed his appreciation to Chief John Ford and the Port St Joe Volunteer Fire Department for their assistance with a fire recently on Avenue G. John Grantland shared that there are over 300 hydrants in the City, of which 90% are new. Visual inspections are done on the hydrants. Chief Ford noted that the Water Plant is notified when there is a fire to provide increased pressure for all hydrants.

Public Works – John Grantland

Odor Scrubber

The unit was installed in 2017 at the Atlantic Street and Americus Avenue site. The scrubber was hit by Hurricane Michael and is in need of media replacement. Funds are in the budget and it was the consensus of the Commission to replace the media.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that the plant has completed the installation of the aeration system in the ground storage tank to enhance water quality.

Wastewater Plant – Kevin Pettis

Mr. Pettis did not have any new updates for the Commission, but noted there is 4' of clearance in the lagoon, they are working on the plant, and will most likely not discharge in June because of the lack of rain.

Finance Director – Mike Lacour

Review of next year's budget with department heads has begun. There has not been a reduction in sales tax yet, but this is being monitored as a reduction is anticipated because of the Coronavirus.

City Engineer – Josh Baxley

Maddox Park Stormwater Pipe Permit

The permit has been received for the ditch that parallels Miss Zola's Drive.

Commissioner Lowry shared that, per Warren Yeager, the County has the permit for the ditch near the TDC and will work with the City on installation of the pipe for that area. The County will do the installation of the pipe if the City will purchase it.

NRDA Grant Update –

Mr. Baxley is responding to comments from FL DEP and Northwest FL Water Management District. He is waiting on a response from FL DEP to see when they will be cleared for travel so dates and times for the Workshops can be established.

Walking Path FDOT Grant Update –

There is a meeting later today on this and Mr. Baxley anticipates a design soon. The easement from the St. Joe Company has been received for the property.

Currently, the Stormwater Master Plan is being cataloged and field information provided.

Code Enforcement –

Special Magistrate Hearings –

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to advertise for the removal of two houses and the cleanup of two additional properties. Attorney McCahill noted that the properties can have a Lien filed against them so the City can recoup the monies expended on these projects. All in favor; Motion carried 5-0.

302 16th Street – Richard Robinson, Demolish; 242 Avenue B – Carlos Cunningham, Demolish; 206 Long Avenue – Keith Nixon, clean up all junk and debris; 522 6th Street – William Thursbay, clean up all junk and debris.

Police Department – Chief Herring

Chief Herring shared that the Bids to renovate the Police Department are currently running in the paper.

City Clerk – Charlotte Pierce

Clerk Pierce shared the dates of Saturday, October 31, 2020, for Ghosts on the Coast and Saturday, December 12, 2020, for Christmas on the Coast. The Commission had no objections to these dates.

Citizens to be Heard –

No one from the public had anything to discuss.

Discussion Items by Commissioners –

Commissioner Hoffman asked if the prospective boat dock renter had accepted the terms of the lease. Mr. Anderson responded that documentation has been sent to him, but nothing has been returned to the City.

He noted the progress on removing the walking bridge at Twentieth Street, stated it was looking good, and wanted to know when the site would be measured for replacement structures and an order be placed for them.

Commissioner Langston shared the need for the City's area under the Highland View Bridge to be cleaned.

He noted the opportunity for COVID-19 testing for individuals 18 or older on May 20, 2020, at the WIG Center from 9 A.M. to 3 P.M., Eastern Time and on June 3, 2020, at Lake Alice Park in Wewahitchka from 9 A.M. to 3 P.M. Central Time.

Commissioner Lowry asked for an update on the foot bridge on Nineteenth Street and Palm Boulevard. Mr. Anderson will check on this.

Commissioner Ashbrook inquired as to the status of the Maddox Property and Mr. Anderson shared that the Maddox Family will have some suggestions at one of the meetings in June.

He also suggested trying to find some activities for children during the summer months.

Mayor Buzzett offered his congratulations to the Class of 2020, and noted they would have graduation services on the football field on May 21, 2020.

The Mayor thanked Carol Jean and Connie Burrows for their efforts to provide masks for our community during the time of COVID-19. He asked that if others are providing services for the community to please let him know.

He will be contacting Attorney William Harrison to see if Eastern Shipbuilding would be agreeable for the City to use the adjacent site for fireworks this year.

Motion to Adjourn -

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to adjourn the meeting at 1:15 P.M.

Approved this 2nd day of June 2020.



Rex Buzzett, Mayor

6/2/20

Date



Charlotte M. Pierce, City Clerk

6/2/20

Date