

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, July 7, 2020, at Noon.
Teleconference as allowed under Executive Order 20-69; App – ZOOM;
Phone 1-646-876-9923, Meeting ID: 87541636941; Password 769348**

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 Hoffman, second by Commissioner Ashbrook, to approve the Minutes of the Regular Meeting on June 16, 2020, and the Special Meeting of June 30, 2020. All in favor; Motion carried 5-0.

City Attorney –

Attorney McCahill did not have anything specific at this time.

Old Business –

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

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, for the City to apply for the Florida Division of Emergency Management PA Subgrant for DR 4486, Covid-19, if the City qualifies for any assistance. 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. You may contact the Census Bureau by either social media at 2020census.gov or by calling 844-330-2020. Enumerator training will begin next Tuesday in the Port St. Joe Fire Station for workers.

BCC

Transfer Station Request

Mr. Tunnell has expressed an interest in leasing the 3.2 acres owned by the City. A cost will need to be determined and the county will receive ½ of the proceeds from the lease, per the legal documents.

Also, per the legal documents, Attorney McCahill contacted the St. Joe Company on June 4, 2020, to see if they are interested in the property and has not received an answer. He notified County Attorney Jeremy Novak and County Administrator Michael Hammond on June 18, 2020, that the property was available but has not received a response from either of them.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to offer a lease on the property to BCC for \$2,000 per month.

Yard Debris

Consensus of the Commission was that the specifics of the contract are not being met and it is time to resolve the issues. Mayor Buzzett, Attorney McCahill, and Mr. Anderson are to meet with Mr. Tunnell concerning the contract.

New Business –

Boat Ramp Workshop

Mr. Anderson reminded the Commission of the workshop today at 5:00 PM.

State Budget Update

Mr. Anderson shared that the Coronavirus has impacted the state budget and many requests have been vetoed by Governor DeSantis.

City Budget Update

Preliminary Budget work has begun and Mr. Anderson noted that the Commission may want to address some of the items vetoed by Governor DeSantis in the upcoming budget.

DR-420-City Property Taxes and Tentative Millage Rate

Mr. Anderson provided a handout of meeting dates for the FY 2020-2021, budget and asked that the Commission consider the millage rate to be established for the next fiscal year. The tentative millage will need to be established this month. The current millage rate is 3.5914.

Public Works – John Grantland did not have anything for the Commission.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that two employees were attending a state training class in preparation of one of the employees sitting for their Class C Water License and the other will be sitting for his Class B Water License,

Wastewater Plant – Kevin Pettis

Mr. Pettis was running the plant today and Mr. Anderson shared they are running two shifts per day to get the pond level down.

Finance Director – Mike Lacour

Audit Report

The completed audit for FY 2019-2020 has been received and there were no findings. Mr. Lacour has posted the audit and is waiting on the bound copies.

USDA Grant Agreement – Request to Approve

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the USDA Grant Agreement. All in favor; Motion carried 5-0. This will be for up to \$240,000 and there is a 25% required match for the project. This will be to clean ditches in the City. Mr. Lacour does not anticipate the full amount being needed and the County has confirmed they are responsible for the ditch area from First Street to Fifth Street.

Mr. Lacour noted there were 15 students at the STAC House yesterday. Temperature checks are being performed and release forms completed. The workers are using some of the time for training students about masks.

City Engineer – Josh Baxley

NRDA Grant Update

Responses were submitted on June 25, 2020, and receipt of the paperwork has been acknowledged. No date has been given for any follow up meetings.

Walking Path FDOT Grant Update

The design work on this is 75% complete.

CDBG Grant Update

An Addendum will be going out this week and the bid closing date is July 15, 2020.

First Street Lift Station and Long Avenue Update

The SRF submittal has been completed and Mr. Baxley is waiting to hear if the project will be heard in August.

Commercial District – Water / Sewer TRIUMP Grant Application

Mr. Baxley has spoken with Churchwell and they anticipate 6,300 LF of camera work and cleaning of the lines as they go at \$4 per LF. He does not feel that this a viable option and value engineering should be done.

Mr. Baxley has talked with representatives of the R. J. Gorman Company and a work date for the removal of the pilings at the Frank Pate Park Gazebo (City Pier) has not been established. The Commission asked that the start date be after Labor Day. Mr. Baxley will talk with the company about this.

Code Enforcement –

Attorney McCahill is working on legal issues with the two houses to be demolished. New cases will be going to the Special Magistrate soon.

Police Department – Matthew Herring

Mayor Buzzett thanked Chief Herring for his service to the City and wished him well in his new job.

Four Way Stop at Long Avenue and Fourth Street

Chief Herring has spoken with the business owners at this intersection. Two of them would like to see the Four Way Stop removed and one objected to the removal of it. No action was taken on this item.

City Clerk – Charlotte Pierce

Mrs. Pierce did not have anything to share with the Commission.

Citizens to be Heard –

Christy McElroy stated she felt Chief Herring has been a great leader and an asset for our citizens. She commended Engineer Josh Baxley for the job he is doing as asked if the updates on the NRDA Grant and Walking Path could be put on the City's website.

David Wentzell shared his request for improvements on Williams Avenue. Mayor Buzzett noted this issue had been addressed in the PSJRA Meeting held earlier today.

Chester Davis requested that Chief Herring and Sheriff Mike Harrison work with the NPSJ Ministerial Alliance on security for their churches.

Mr. Davis asked about the Overlay for NPSJ and Mr. Anderson responded that a Task Order has been given to the City Planner, Ray Greer. He also requested that communications with the Commission be available for incoming groups working on the NPSJ Grants.

Discussion Items by Commissioners –

Commissioner Ashbrook asked about funding for Code Violation clean up in the upcoming budget.

Commissioner Lowry did not have anything else to discuss with the Commission.

Commissioner Langston noted he is seeing more people in the community wearing masks and he appreciates everyone trying to be safe. He is concerned about those coming to town not wearing masks and asked that business owners encourage everyone in their store to wear a mask.

Commissioner Hoffman requested an update on the resurfacing of the tennis courts. Mr. Lacour has the quotes and will have them available for the next meeting.

He also asked about the response from BCC concerning picking up the dumpster each day at the fish cleaning station. Mr. Anderson responded that the dumpster would be picked up Monday – Friday.

Mayor Buzzett noted the continuing improvements since Hurricane Michael. He shared there had been a ribbon cutting yesterday for a new medical facility here, other entities are preparing to reopen, and a major chain has requested information on a site next to Gant's BBQ.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:10 P.M.

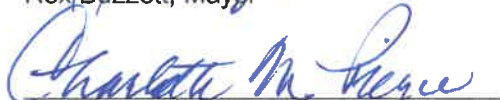
Approved this 21st day of July 2020.



Rex Buzzett, Mayor

7/21/20

Date



Charlotte M. Pierce, City Clerk

7/21/20

Date