

**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 21, 2020, at Noon.
Teleconference as allowed under Executive Order 20-69; App – ZOOM;
Phone 1-646-876-9923, Meeting ID: 82372750417; Password 747276**

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the Minutes of the Regular Meeting and Workshop Meeting both held on July 7, 2020. All in favor; Motion carried 5-0.

City Attorney –

Attorney McCahill did not have any specific updates for the Commission.

Old Business –

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

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 was held this past Tuesday in the Port St. Joe Fire Station for workers.

Emergency Declaration

After a lengthy discussion on the rapidly escalating positive cases of the Coronavirus COVID-19 in Gulf County, the lack of leadership from the businesses and citizens to voluntarily wear masks, a Motion was made by Commissioner Hoffman, second by Commissioner Langston, to require the wearing of mask within the City limits of Port St. Joe when not able to engage in social distancing guidelines as set forth by the CDC. All in favor; Motion carried 5-0. This Emergency Declaration shall become effective on Monday, July 27, 2020, at 12:01 A.M. and will remain in effect until further action of the City Commission or shall automatically sunset upon expiration of the current State of Emergency declared by the State of Florida and Gulf County due to the Covid-19 Pandemic.

BCC.

Transfer Station Request Update –

Attorney McCahill is working on this.

Yard Debris Update –

Mayor Buzzett, Attorney McCahill, and Mr. Anderson met with BCC owner, Jason Tunnell. BCC will be running 5 days per week to pick up yard debris.

Mr. Anderson asked that if there are any issues with yard debris not being picked up to give him a call.

DR-420 City Property Taxes and Tentative Millage Rate

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to set the Tentative Millage Rate at 4.5914 for Fiscal Year 2020-2021. All in favor; Motion carried 5-0. This for planning purposes and the Millage rate may be decreased, but it cannot be increased.

New Business –

Washington High School Class of 1966 – George Davis, Jr.

Mr. Davis asked that the flag pole at the Washington High School site be restored and the American and Florida State flags be flown on it. He shared that the Class of 1966 would like to be responsible for a Beautification Project on Avenue C from Highway 98 to the Washington High site, and requested that Avenues A – F be renamed to honor citizens in their community.

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, to support the ideas of the Washington High School Class of 1966. All in favor; Motion carried 5-0.

RFP 2020-06 CDBG Grant Bid Results Grant Update, Bruce Ballister, and Engineering Task Order –

This was Tabled until the next meeting.

Washington Gym Use Request – Pioneer Bay CDC

It was noted that Career Source Gulf Coast has a lease for the facility until August 15, 2020, and all requests would need to go through them. Cheryl Steindorf, via Zoom, shared what Pioneer Bay CDC has been doing and they have worked through Career Source Gulf Coast.

RFQ 2020-01 Request to Bid for Architect of Record

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to advertise for an Architect of Record for a Continuing Services Contract. All in favor; Motion carried 5-0.

Public Works – John Grantland

Canopy Quotes

The canopy is for Forest Hill Cemetery and there were questions as to whether a canopy or permanent structure would be best. Additional research is being done by City Staff on this and there will be a recommendation for the next meeting.

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to declare two old sets of bleachers surplus. All in favor; Motion carried 5-0.

Surface Water Plant – Larry McClamma

Mr. McClamma was unable to attend the meeting and Mr. Anderson noted that maintenance work is being done on the 10th Street Water Tank.

Wastewater Plant – Kevin Pettis

Mr. Pettis requested that since the City is under a Consent Order from FL DEP, that he be allowed to bid for work to extend an affluent lagoon pipe. A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to advertise for an RFP for this project. All in favor; Motion carried 5-0.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour continues to work on issues and the following projects have not been resolved. First and Twentieth Street Lift Stations, Clifford Sims Park, Buck Griffin Lake, and the Frank Pate Park Pavilion.

Budget Update

The first Budget Workshop has been rescheduled for August 6, 2020, at Noon. Budget packets will be in City Hall Mail Boxes Friday.

City Engineer – Josh Baxley

NRDA Grant Update

Additional comments have been received from Northwest Florida Water Management District and are being addressed. Work on the Master Plan continues with the CAD Program.

Walking Path FDOT Grant Update

This is ready for advertisement and the County will be accepting bids in 30 days.

CDBG Grant Update

This has been Tabled until the August 4, 2020, meeting.

First Street Lift Station and Long Avenue Update

There have been no changes in these projects, they are still with the Florida State Revolving Fund and Mr. Baxley is waiting to hear if they will be heard in an August meeting.

Commercial District – Water / Sewer TRIUMP Grant Application

Mr. Baxley continues to work with Churchwell on this. The initial quote was over budget, value engineering has been done, and the price is lower than our bid threshold.

There was a meeting earlier today on the Frank Pate Park Gazebo (City Pier) and the company feels they can complete the work without creating any problems for boaters. The contractor is doing his due diligence to see if the quotes for additional work will hold for 60 days or not.

The Notice to Proceed for the Garrison Avenue Phase II Project has been given. The City is requesting that issues with Phase I be addressed by the contractor.

Code Enforcement –

Boots were on the ground at 522 Sixth Street, William P. Thursbay, this past Friday to attempt to abate the Code Violations. Additional work will need to be done for compliance. New hearing dates have been established for additional violation cases.

Police Department – Matthew Herring

Chief Herring did not have any updates for the Commission.

City Clerk – Charlotte Pierce

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

Citizens to be Heard –

No one asked to address the Commission.

Discussion Items by Commissioners –

Commissioner Hoffman did not have any additional items to be discussed.

Commissioner Langston shared that Gateway Apartments has posted their sign for Phase II construction and asked if this involved the adjoining lift station. It was shared that they have their own internal system and the lift station on Clifford Sims would not be impacted by construction at Gateway.

Commissioner Ashbrook asked about Tennis and Pickle Ball Courts. Attorney McCahill shared that the Gulf County School Board had modified the lease on the Tennis Court and it would need to come back to the City for approval.

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

Mayor Buzzett thanked the Commission for taking the lead on the Coronavirus COVID-19 issue.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:27 P.M.

Approved this 4th day of August 2020.



Rex Buzzett, Mayor

8/4/20

Date



Charlotte M. Pierce, City Clerk

8/4/20

Date