

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, March 2, 2021, at Noon.**

The following were present: Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Mayor Buzzett participated by telephone and the meeting was chaired by Mayor Pro tem David Ashbrook.

Mayor Buzzett thanked Mayor Pro tem Ashbrook for chairing the meeting and stated that he would be on the telephone for discussion, but would not be voting.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of February 16, 2021. All in favor; Motion carried 4-0.

The City Engineers Report was moved forward in the meeting.

City Engineer – Josh Baxley

NRDA Stormwater Grant / Stormwater Master Plan

Comments have been received from NFWFMD and work is being done to address the questions.

Walking Patch FDOT Grant Update

This project is under construction.

CDBG Grant Update

The Contractor is working on the CIPP lining.

First Street Lift Station and Long Avenue SRF Application Update

The City has received approval to complete bid documents and advertise for project.

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve a Task Order in the amount of \$197,000 to Dewberry for the Construction Engineering and Inspection. All in favor; Motion carried 4-0.

NRCS Grant

Bids were received on March 1, 2021, and the apparent low bidder is KaiserKane. Dewberry will be reviewing the bid packages and make a recommendation to the Commission.

RFP 2021-01, NRCS Debris Removal Bids (Handout)

The bid is being reviewed for completeness.

City Attorney –

Ordinance 584 Annexation of Parcels #03013-001R and 03017-005R – City Owned

Mayor Pro tem Ashbrook called for Pubic Discussion.

Attorney McCahill shared that he and City Manager Jim Anderson had been notified by the County that they objected to the City's annexation of the property.

Ray Greer, City Planner, noted that both parcels are adjacent to the City, the City Warehouse is located on one parcel, and the other was donated to the City by the St. Joe Company for affordable housing. The City is trying to clean up the Land Use Map and have all City property inside the City Limits.

Jeremy Novak, Gulf County Attorney, requested that the meeting with Mayor Buzzett, City Manager Jim Anderson, County Commission Chairman Sandy Quinn, and County Administrator Michael Hammond be moved up from the agreed upon date of March 25, 2021. Mayor Buzzett stated that he would be available on Friday morning at 9 A.M. to meet in the City Manager's office.

Mr. Novak also stated that all the annexation advertising requirements were properly noticed, and everything has been done by statute thus far.

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to have the First Reading of Ordinance 584. All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 584 by Title only.

Resolution 2021-02 CIP Plan Update

This was Tabled until the next meeting.

Resolution 2021-03 Water and Sewer Asset Plan

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve Resolution 2021-03. All in favor, Motion carried 4-0.

Attorney McCahill read Resolution 2021-03 by Title only.

City Manager Jim Anderson expressed his appreciation to FL Rural Water for their help with this project.

Old Business –

Coronavirus (COVID-19) Update; Resolution 2020-02 – State of Emergency. Currently still in place.

Mr. Anderson noted that the positivity rate for Gulf County is down to 10%.

Moratorium on Building Rentals

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to remove the Moratorium. All in favor; Motion carried 4-0. If the positivity rate goes high, the issue will be revisited.

COVID-19 Leave Time

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve COVID-19 Leave for employees through the end of this Fiscal Year.

New Business –

July 4th Fireworks

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the contract with Pyro Shows, Inc., in the amount of \$15,000. All in favor; Motion carried 4-0. This will be the same show as last year.

Current City Projects

Mr. Anderson encouraged the Commissioners to ride around, look at things, and noted the projects are moving fast.

Public Works – John Grantland

RFP 2021-02 Tennis Court Lighting Bids (Handout)

Mr. Grantland noted that the contractor is state certified, Staff is waiting on submittals, and this will be on the next Agenda.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that the First Quarter Disinfectant By Products Report was in and the City's numbers were very good.

Wastewater Plant – Kevin Pettis

Mr. Pettis shared that he is still waiting on parts from Germany. Plant Staff continues to work on the spray fields and equipment.

RFP 2021-03 Wastewater Treatment Plant Welding Shop Project (Handout)

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to award RFP 2021-03 to Monolith Construction in the amount of \$6,500. All in favor; Motion carried 4-0.

Finance Director – Mike Lacour

Mr. Lacour noted that the final payment, with adjustments, had been received from FEMA on the \$418,000.

The pay station for the boat ramp has been shipped and will be installed when bores are made and electricity provided.

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve a \$3,196 expenditure to install a fence between the two Pickle Ball courts. All in favor; motion carried 4-0.

Code Enforcement –

Mr. Anderson stated there are upcoming hearings with the Code Enforcement Magistrate.

Police Department – Chief Richards

Chief Richards shared that he is currently advertising for a Police Officer.

City Clerk – Charlotte Pierce

Clerk Pierce shared that Staff continues to work with the Ferguson Group on grants.

Citizens to be Heard –

William Morrison, 202 St. Joseph Drive and *Roy Broughton*, 302 DuPont Drive, shared their concerns about drainage issues in their neighborhood. City Staff will look at the area.

Willie Mae Williams and *Ly Tonya Gainer* asked for permission to place a house trailer at 233 Avenue E. It was noted that there are steps to follow for this request that includes changing the Land Development Regulations.

Chester Davis asked that a new CRA Board be established and that it include more citizens from the CRA area. He also shared the NPSJ PAC will be working to bring new businesses to their community.

Discussion Items by Commissioners –

Commissioner Hoffman shared that he took exception to several statements by Attorney Novak in that the annexation of City property does not compare to the Highland View Annexation request and the City will be offering affordable housing not homes offered by private contractors.

He also asked about purchasing benches at the cemeteries and if additional acreage is available to expand.

Commissioner Langston stated he was pleased with the Washington Pavilion, thought it was in a good location, and good for the community.

Commissioner Lowry shared that he was good, glad to be back, and didn't have anything.


Mayor pro tem *Ashbrook* noted phone calls have been received about the installation of the golf cart crossing. Mr. Grantland shared that all work has been halted until issues could be resolved.

He also noted the AC does not work at the Scout Hut and there is a hole in the ceiling. Quotes will be requested for the AC and dry wall.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Pro tem Ashbrook adjourned the meeting at 1:20 P.M.

Approved this 23rd day of March 2021.



David Ashbrook, Mayor Pro tem

3-23-2021

Date



Charlotte M. Pierce, City Clerk

3/23/21

Date