

MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT 2775 GARRISON AVENUE, November 16, 2021, at Noon.

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to approve the Minutes of the Regular Meeting of November 2, 2021, and the Special Meeting of November 5, 2021. All in favor; Motion carried 5-0.

Planning Board Recommendation

Final Plat Approval Windmark Creekside Phase 1-C

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowery, to approve the Final Plat Approval for Windmark Creekside Phase 1-C. All in favor, Motion carried 5-0. The approval was recommended by the Planning Board and will be for 96 lots that were included in the original DRI.

Jason Scarbrough of the St. Joe Company thanked the Commission for their approval of the Plat.

City Engineer – Caleb Brown

Maddox Park Gazebo

This project is out for re-bid.

First Street Lift Station and Long Avenue Water / Sewer Project

The project is under construction and the next progress meeting is scheduled for November 18, 2021.

First Street Sewer Repairs and Paving

This is currently in design and is at 90% complete. Dewberry is waiting on a schedule from the contractor for the First Street Sewer repairs.

Clifford Sims Park Plan

This project is currently in design.

City Hall Complex

Dewberry will be working with MLD Architects to prepare a Task Order for design.

Christy McElroy stated that she feels there is a conflict of interest for Dewberry to represent both the City and Gulf County in this. She noted the City has a water plant that is not working at full capacity, there are no health and safety issues, the \$38,000,000 will hurt the citizens, and the County plan is not a backup plan.

City Attorney –

Food Truck Ordinance Update

Attorney McCahill noted that the process is progressing nicely and he anticipates having a copy of the Ordinance to the Commission and Staff by Friday for their review before being on the Agenda for the December 7, 2021, Meeting. Consensus was that a Workshop would need to be held.

Mr. McCahill shared that State Statutes override local rule and that the City will need to resend the two letters recently sent to Homebased business owners.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to rescind the two Notices of Violation pertaining to Home Based Businesses and direct the City Attorney to review and re-write the City's LDR to conform to the State Statute regarding Home Based Businesses. All in favor; Motion carried 5-0.

Chester Davis shared that there are some Home Based Businesses that are being carried on behind closed doors and asked that the City be aware of this.

Old Business

City Projects

Mr. Anderson shared that programs are ongoing.

Commissioner Langston asked what was being done about the WIG Walk Way and Mr. Anderson shared that it had been discussed in the meeting with the engineer Monday. The engineer is working on a Task Order for bid specs.

Covid-19 Update Mayor Buzzett

Numbers continue to trend downward, booster shots and shots for children are also available and Mayor Buzzett encouraged everyone to take advantage of these options.

New Business –

Rob Sumner 1309 Monument Avenue; Request to Cut a Tree on City Right-of-Way

Mr. Sumner requested that the tree across the street from his house be removed because of powerlines, damage to the sidewalk, and public interest.

Christy McElroy shared that live oaks are incredibly important to soak up water, that alternatives should be considered around trees and open space management should be used. She noted the Commission is opening up Pandora's box with this.

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, for the tree to be removed at the expense of Mr. Sumner. All in favor; Motion carried 5-0.

RFP 2021-15 Monument Avenue Sidewalks Change Order (Handout)

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve a Change Order in the amount of \$86,120 to provide additional sidewalks on both sides of Monument Avenue from Thirteenth Street to Sixteenth Street. All in favor; Motion carried 5-0.

Washington Gym – Historic Register Workshop

Mr. Anderson reminded the Commission of the Workshop schedule for tomorrow at 10 A.M. in the Commission Chamber at Ward Ridge.

Public Works – John Grantland

Mr. Grantland noted that work is progressing at 16th Street; service should be available to Park Point by mid December, and engineers are working on the Haven and Sea Grass Roads for sewer.

He also shared that the City has been notified that we will be receiving a \$4,304,600 grant for the Beacon Hill Sewer and \$965,000 for Septic to Sewer for 175 new customers.

Surface Water Plant – Larry McClamma

Mr. McClamma reported that the Tenth Street and Long Avenue Tank is back on line and this gives an additional 200,000 gallon backup water supply.

Wastewater Plant – Kevin Pettis

Mr. Pettis stated that there is 3' of free board in the lagoon; the Consent Order ends on November 22, 2021, and his employees are doing maintenance on equipment. The By-pass pump at the headworks is not large enough to remove water quickly and he is looking for an 8" pump that will keep up the 500,000 gallon discharge needed for high volume days. Algae should be less in the cooler months, and spraying continues in the spray field zones.

Finance Director – Mike Lacour

Mr. Lacour noted that the FRDAP Grants for Washington Gym and Dooder Parker Park are on hold until a survey is completed. Once the survey is provided, a Letter of Commencement will be given. FEMA Grants for Maddox Park and Clifford Sims Park are still progressing with engineering. He reminded the Commission that there are several large projects that we have expended funds on and are waiting on \$1,200,000 in reimbursement funds from SRF for the Long Avenue Project.

Code Enforcement –

It has been a very busy week working with FL Statutes and rules that have changed because of changes in statutes.

Police Department – Chief Richards

Chief Richards shared that equipment purchased with grant funds is in and has been installed in department vehicles. Patrol emphases is being given to Garrison Avenue, Avenue A, and Broad Street in an attempt to reduce excessive speeds.

City Clerk – Charlotte Pierce

Grants Update –

Clerk Pierce reported that City Staff continues to work with our grant writers on possible grants for the City.

Christmas Parade

Ms. Pierce reminded the Commission of the Christmas Parade on December 11, 2021, and shared that many positive comments were received about Port St. Joe from the 25th Anniversary Meeting of the FL Lighthouse Association that held here over the weekend.

Citizens to be Heard –

George Foxworth asked about the following issues in NPSJ:

Paving of Avenues C and D - It was pointed out that a grant has been requested for this work.

Stormwater Drainage at Battles Street and Avenue A - Mr. Anderson noted this is being addressed in the CDBG-DR Grant request.

City Right of Way - Mr. Grantland shared that ditches are the responsibility of the City but property owners are responsible for the initial cost if the owner requests that the ditch be piped.

City Projects List – Mr. Foxworth requested, and was provided with, a copy of current City Projects.

Chester Davis asked about the status of the agreement with Ed Johnson and Miles Ballogg of Cardno. Mr. Anderson stated the attorney has reviewed the document and it is ready for signature. There will be a Workshop on December 14, 2021, at 11 A.M., before the regular Commission Meeting.

Commissioner Ashbrook noted that anyone wishing to serve on the PSJRA should attend the Workshop for the training of board members.

Mr. Davis stated that NPSJ PAC projects are ongoing and open to the public. He shared that the PAC had received a \$200,000 grant from EPA and Brownfields for a study, there are overhanging trees in the 200 Block of Avenue D and asked that something be done to eliminate this problem, and address the issue of cars that have been left in the City Right of Way. Mr. Davis shared that the PAC is working with the Community Action Team under Life Management to help direct the paths of youth in the community to prevent them from starting gangs.

Letha Mathews shared her continued concerns about mold and the lack of repairs made to Gateway Apartments. Mayor Buzzett explained that the residents need to handle this. Commissioner Hoffman shared that HUD had performed unit inspections. It was suggested that Ms. Mathews might want to contact the health department or HUD concerning this.

Christy McElroy stated that she was not surprised that there are issues with PACES and noted they are trying to move forward with projects in other communities. She feels the City should put pressure on the developer, needs to be talking about how they did not hold up their bargain, and create policies with teeth in them.

She noted the bike path is still not packed where bicycles can use it. Mr. Grantland shared there is a commitment from the contractor for dust to pack the path. There are safety issues where construction is being done and she feels that cones and appropriate safety devices should be used.

Discussion Items by Commissioners

Commissioner Hoffman did not have any additional issues to discuss with the Commission.

Commissioner Lowry asked what the Commission plans to do for employee appreciation for this year. No consensus was given.

Commissioner Ashbrook did not have anything else for the Commission.

Commissioner Langston referenced an accident at a railroad crossing and asked about Exempt Signs for the crossings. He also asked where we are on School Zone Signs and requested that the lights on MLK Blvd. be working before the Christmas lights are put up.

Mayor Buzzett did not have any issues to discuss with the Commission.

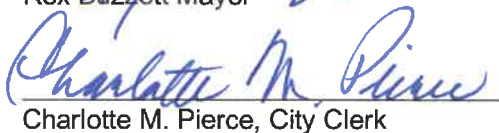
Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:15 P.M.

Approved this 7th day of December 2021.


Rex Buzzett Mayor

12/7/21
Date


Charlotte M. Pierce, City Clerk

12/7/21
Date