

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, February 15, 2022, at Noon.**

The following were present: Mayor Buzzett, 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**

Mayor Buzzett asked that a Moment of Silence be observed for former Commissioner Greg Johnson that passed away Sunday.

Commissioner Ashbrook stated that he could participate in the meeting of February 1, 2022, by telephone, but could not vote. Attorney McCahill had researched this and Commissioner Ashbrook is correct. All 5-0 votes for the February 1, 2022, meeting should reflect a 4-0 vote.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve the Minutes of the Regular Meeting of February 1, 2022. All in favor; Motion carried 5-0.

**City Engineer – Josh Baxley**

*Long Avenue Water / Sewer Project*

This project is still under construction. First Street was opened today, and crews are currently working on the water main and sewer force main on Long Avenue.

*First Street Sewer Repairs and Paving*

This is out for bid.

*Clifford Sims Park Plan*

Mr. Baxley is working on plan completion and bid documents. He expects to have an advertisement ready by next week.

*Beacon Hill Sewer Task Order*

This has been provided to the City for surveying, design and inspection.

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the Task Order with Dewberry in the amount of \$375,000 for Design, Bidding, CEI Services, Construction Engineering and Inspection Services. All in favor; Motion carried 5-0.

*NRDA Stormwater Grant Update*

Baffle Boxes are being recommend by NFWFMD, however, this is not a solution to prevent water from coming into the area. The Depot Creek Water Shed needs to be addressed and consider the possibility of flapper boxes.

Mr. Baxley will review the information and get back with NFWFMD.

**City Attorney –**

Food Truck Workshop February 22, 2022, at 5:00 P.M.

Attorney McCahill reminded the Commissioners of the workshop and once again asked that they get with him if there are any questions or concerns about the Ordinance.

## **Old Business**

### *City Projects*

Mr. Lacour shared that FRDAP has approved the information sent to them and the City can move forward with the Washington Gym and Dooder Parker Park Projects.

Mr. Anderson noted that the flooring is being put down at the W.I.G. Building.

Commissioner Lowry thanked the citizens for their patience with the progress that is being made on City projects.

Commissioner Langston asked about the walkway at the Washington Gym Complex and Mr. Anderson responded that it should be ready to bid in about two weeks.

### *Covid-19 Update – Mayor Buzzett*

Mayor Buzzett shared that the positivity rate continues to decline.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to remove the current moratorium on renting City Buildings. All in favor; Motion carried 5-0.

## **New Business –**

### *W.I.G. Building Lease*

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to enter into a three-year Lease Agreement with the W.I.G. All in favor; Motion carried 5-0.

### *Pioneer Bay / Community Garden Funding*

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to provide \$5,000 from the current budget and \$2,000 from the previous year's budget to Pioneer Bay to reimburse expenses to Kim Miller for the Community Garden Expenses. All in favor; Motion carried 5-0.

Commissioner Hoffman requested that receipts be provided by Kim Miller showing that Pioneer Bay had reimbursed her.

Commissioner Langston expressed his appreciation for the work that has been done in the garden this year.

## **Public Works – John Grantland**

Mr. Grantland did not have any issues to discuss with the Commission.

## **Surface Water Plant – Larry McClamma**

Mr. McClamma was running the plant and Mr. Anderson shared that a new, licensed employee began work at the plant this week.

## **Wastewater Plant – Kevin Pettis**

In the absence of Mr. Pettis, Mr. Anderson noted the plant is up, operational, and they will be spraying this month.

## **Finance Director – Mike Lacour**

Mr. Lacour is waiting on the FEMA Final Closeout for the Wastewater Treatment Plant in the amount of \$165,000. There has been no movement on Federal Funds for the Maddox Park Gazebo or Clifford Sims Park. We are on Step 4 of 8 on these projects and Mr. Lacour will follow up with FEMA on these to see if he

can expedite the projects. Mayor Buzzett noted his concerns for the Marina Drive Road. Mr. Grantland will follow up with the contractor and the St. Joe Company about this issue.

#### **Code Enforcement –**

Mr. Anderson shared that more people are living in campers and hooking up to their City Water and Sewer. There is only one camper that meets the requirements to be tied in and a vast number of campers that are in violation. He noted there is a need for an enforcement mechanism to prevent campers from being tied into residential water and sewer.

Commissioner Ashbrook stated that the City has been patient for two years and it is time to put an end to the violations.

Chester Davis asked about his camper trailer and was told that it was okay to store it on his property, but it could not be tied into the City Water or Sewer or have anyone living in it.

Commissioner Hoffman requested that Code Enforcement provide a list and photos within two weeks of the campers in violation.

#### **Police Department – Chief Richards**

Chief Richards did not have any updates for the Commission.

#### **City Clerk – Charlotte Pierce**

##### *City Election Schedule 2022*

Clerk Pierce referenced Page 19 of the Agenda and the information for the election.

Attorney McCahill reminded the Commissioners that if an election is held, there will be two separate referendums on the ballot. One will be moving the election dates from May to November and the second will be to extend the terms of the Commissioners from two to four years.

##### *Grants Update*

Ms. Pierce shared that Staff continues to meet with the City's grant writing team and explore grants for the City.

#### **Citizens to be Heard –**

*Eddie Fields* thanked the Commissioners for their help with the new flooring for the W.I.G. Building and the expeditious manner in which Mr. Anderson took care of this. He also thanked the Commission for the three-year lease approved earlier in the meeting for the W.I.G. Building.

*Tim and Stephanie Petersen* asked if the City could sell them 5 acres of the Field of Dreams Property to build a facility for Forgotten Coast Athletics. Mr. and Mrs. Petersen shared they have outgrown their facility, the dire need for space, and the continual requests they receive for including children in their programs.

Mayor Buzzett explained that the City could not sell the property, but could possibly include a facility in the plans for the complex.

*Chester Davis* asked for an update on the CRA closing of applications. Commissioner Ashbrook, who serves as Chairman of the PSJRA, noted there is a possible over lapping of services, a contract has been sent to Cardno, funds will be needed for the project, and there is a possibility that Stantec can manage the project because they are on contract with the City.

Mr. Davis also invited the Commission to a Community Zoom Call on February 26, 2022, and noted the PAC has received two EPA grants totaling \$400,000.

Mayor Buzzett requested to be provided with a copy of the grant awards so the City would know what the projects are.

**Discussion Items by Commissioners**

*Commissioner Langston* did not have anything else to discuss with the Commissioners.

*Commissioner Ashbrook* stated everything was good and he did not have anything else to talk about.

*Commissioner Lowry* shared that all was good and he did not have anything else to discuss.

*Commissioner Hoffman* asked when power would be available to the fish cleaning station. Mr. Grantland responded that Duke Energy is working on it.

He also asked about power to the Washington Gym Gazebo and Mr. Grantland stated that it is being run this week.

Commissioner Hoffman asked if the Clifford Sims Park design had been placed on the City's Website. Mr. Anderson responded that it had not been, but would be.

*Mayor Buzzett* shared that he has a meeting with Jorge Gonzalez and will be talking with him about the possible funding and design for Clifford Sims Park, assistance with the Field of Dreams Project, Marina Drive issues, and progress on the Marina Motel.

**Motion to Adjourn –**

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:04 P.M.

Approved this 1<sup>st</sup> day of March 2022.

*Rex Buzzett*  
Rex Buzzett Mayor

3/1/22  
Date

*Charlotte M. Pierce*  
Charlotte M. Pierce, City Clerk

3/1/22  
Date