

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, June 21, 2022, at Noon.**

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of June 7, 2022, and the Workshop Meeting of June 2, 2022. All in favor; Motion carried 3-0.

Planning Board Recommendation

Special Exception Request – Nick DiLallo, MMG Reid, LLC 405 Reid Avenue – Density

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to accept the recommendation of the Planning Board and grant the Special Exception Request of Mr. DiLallo to increase the residential density from 1 unit to 2 units on the Second Floor at 405 Reid Avenue. All in favor; Motion carried 3-0.

City Engineer – Josh Baxley

Long Avenue Water / Sewer Project

This project is under construction.

First Street Paving, RFP 2022-01

Bids were received on June 2, 2022, and have been provided to FDOT for their review.

Clifford Sims Park Plan, RFP 2022-02

We are still waiting on the FEMA review for this project.

Boat Ramp Access Road Design RFP 2022-05

Bids were received on June 3, 2022. The City has decided to Table the bids for further project review.

City Attorney –

ESAD Sewer Update

Attorney McCahill referenced the Interlocal Agreement between Gulf County and Mexico Beach and noted the Mexico Beach System has a reverter clause to Gulf County. County Attorney, Jeremy Novak, is preparing a response to the City, and nothing has been received from ESAD.

Quit Claim Deed Request

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to grant Mr. DiLallo's request with the stipulation that if the building is ever demolished, the 1.5 feet will be returned to the City. All in favor; Motion carried 3-0. This property encroaches 1.5 feet on to the Fire Station property and is the West half of Lots 2 and 4, Block 24, of the City of Port St. Joe.

Boy Scout Building Lease Agreement

A copy of the lease agreement was handed out for review by the Commissioners. This item was Tabled until the lease can be reviewed by Commissioners.

Ordinance 598 Food Truck Ordinance Amendment, First Reading and Request to Advertise

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to have the First Reading and advertise Ordinance 598. All in Favor; Motion carried 3-0. Ordinance 598 amends Ordinance 597.

Resolution 2022-06 First Street SCOP Grant Increase in Funding Amount Supplemental Agreement Contract

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to adopt Resolution 2022-06. All in favor; Motion carried 3-0.

Old Business

City Projects

Mayor Buzzett referenced the City Projects and noted they are progressing.

New Business –

City / County Field of Dreams Workshop – Mayor Buzzett

As of today, no response has been received from the County.

Public Works – John Grantland

Septic to Sewer Grant Update

Mr. Grantland shared that this is in progress, but has not been as active as hoped.

Pump and Process Contract Update

A Motion was made by Commissioner Langton, second by Commissioner Hoffman, to grant the 10% increase requested but eliminate the 2.5% yearly increase for the remainder of the contract. All in favor; Motion carried 3-0. Mr. Grantland is to make Pump and Process aware of the vote.

Ovation Lift Station – Emergency Repair

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to contract with C. W. Roberts for Emergency Repairs to the Ovation Lift Station in the amount of \$53,719.00. All in favor; Motion carried 3-0.

Surface Water Plant –

Mr. McClamma was out due to the death of his father.

Mayor Buzzett offered condolences to Surface Water Plant Superintendent Larry McClamma and his family in the death of his father, Carl McClamma, on Sunday.

Wastewater Plant – Kevin Pettis

Headworks Pump Slab – Emergency Repair

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to approve Emergency Repairs to the Headworks Pump Slab with Railings from Monolith in the amount of \$56,842.50. All in favor; Motion carried 3-0. Funds are available in the current budget for these repairs.

Grant Applications

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, for Dewberry Engineering to apply for the Wastewater Grants Project. Deadline for submission is July 22, 2022. All in favor; Motion carried 3-0.

Mr. Pettis noted there is 2.5' of freeboard in the lagoon.

Finance Director – Mike Lacour

FEMA Update

The Maddox Park Project is currently at Step 6 of 8 and the project has been sent to FEMA for final approval. Sims Park is now at Step 3 of 8 and Mr. Lacour will make a phone call to follow up on this project.

Impact Fee Waiver Request – Affordable House / Rebuild Florida

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to grant the fee waiver request for water impact fees only for 425 Steble Drive and any future request for the Rebuild Florida Program. All in favor; motion carried 3-0.

2022-23 Budget Update

Mr. Lacour shared that he and department heads have completed their budget reviews and would like for the Commissioners to get with him on their concerns. Budget Workshops will be held on August 2, 2022, and August 16, 2022, prior to the Commission Meetings. Additional Tuesdays will be used if more meetings are needed.

Commissioner Hoffman shared that he wants to look at employee benefits and requested that a copy of the budget be sent to the Commissioners.

Code Enforcement –

Clerk Pierce noted that there are two hearings scheduled with the Code Enforcement Magistrate over the next several weeks.

Police Department – Chief Richards

Chief Richards announced that all cars under the overpass have been removed, advised that any vehicle left there after 10 P.M. will be towed, and the St. Joe Company will no longer allow any vehicles, campers, or other obstructions to be placed on their property.

Chief Richards shared that private boats are being tied up in the rented spaces at the marina and noted the need for signage to correct this issue.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce noted that City Staff continues to work with our grant writers providing needed documents for applications.

RFQ 2022-01 Engineering Services for CDBG-DR Sewer Grant

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to award RFQ 2022-01 Engineering Services for the CDBG-DR Sewer Grant to Anchor CEI. All in favor; Motion carried 3-0.

Swearing In Ceremony July 19, 2022, at 11:30 A.M.

Clerk Pierce reminded the Commissioners of the Swearing in Ceremony on July 19, 2022, at 11:30 A.M. prior to the Commission Meeting.

Citizens to be Heard -

No one from the public wished to address the Commission.

Discussion Items by Commissioners

Commissioner Hoffman proposed adding the federal holiday of Juneteenth to the City calendar and requested that this be on the July 19, 2022, Agenda for a vote.

Commissioner Langston asked about expanding the side parking lot at the Washington Gym. It was noted that there is a placeholder in the current budget for improvements that would cover this.

He also requested that the ventilation in the gym be improved and noted that Commissioner Quinn stated the County is willing to help with this issue,

Commissioner Langston commended the Juneteenth Committee for the outstanding job that was done for the celebration and stated he is looking forward to next year's celebration.

Mayor Buzzett noted the Juneteenth Celebration was nice, wished everyone a healthy, happy, safe, 4th of July and reminded the Commissioners the next Commission Meeting will be on July 19, 2022.

Mayor Buzzett again extended condolences to the McClamma family.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:05 P.M.

Approved this 19th day of July 2022.

Rex Buzzett
Rex Buzzett, Mayor

Charlotte M. Pierce
Charlotte M. Pierce, City Clerk

7/19/22
Date

7/19/22
Date