

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, December 6, 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

Chief Richards introduced Officer Allen Edwards to the Commissioners and gave a brief history of his law enforcement career. Officer Edwards is the newest addition to the Port St. Joe Police Department.

Minutes

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to approve the Minutes of the Regular Meeting of November 15, 2022, the Special Meeting of November 22, 2022, and the Workshop Meeting of November 29, 2022. All in favor; Motion carried 5-0.

City Engineer – Josh Baxley

Long Avenue Water / Sewer

Punch List work has been completed, and Dewberry will be working with City Staff on close out documentation.

Long Avenue Paving

Drainage pipe and structures have been ordered for First Street. Dewberry is working with the contractor to schedule a pre-construction conference.

Avenues C and D and Dr. Joe Parking Lot Paving –

Dewberry is working with the contractor to schedule a pre-construction conference for this project.

First Street Paving –

This project is on hold.

Beacon Hill Sewer Design –

The Lift Station is out for bid. Bids are due December 19, 2022.

CEI Services for Paving Projects – Task Order

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve the Task Order not to exceed \$75,000. All in favor; Motion carried 5-0. Dewberry value engineered the previous quote and was able to reduce the amount from \$95,000 to the current price.

Commissioner Langston asked that the ditch on Avenue F be looked at for cleaning and also requested that the Railroad Company be contacted to clean their property along the ditch.

City Attorney –

Ordinance 601- E-Cigarettes Amendment; First Reading and Request to Advertise:

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to have the First Reading and Advertise Ordinance 601. All in favor; Motion carried 5-0.

Attorney McCahill read Ordinance 601 by Title only.

Old Business

City Projects

Mr. Anderson shared that Haven Road Sewer has been completed, the sewer extension on Mimosa Avenue has been completed, the Core Park Lake has been cleaned, and coverings for the exercise equipment are in progress. He thanked the Junior Service League for providing the cover for the Washington Gym site.

PSJRA Membership

A Letter of Resignation has been received from Chester Davis who was appointed to the PSJRA Board at the last meeting. A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to Table this item so the PSJRA Board can review the applications previously received for membership and make a recommendation at their next meeting in January. All in favor; Motion carried 5-0.

PDRB Membership

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to reappoint Travis Burge, Phil Earley, and Hal Keels, to the PDRB Board. All in favor; Motion carried 5-0. Each gentleman has offered to serve an additional 3-year term.

New Business –

Lobbying Firm Proposal

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to hire the Southern Group as Lobbyist for the City of Port St. Joe for 1 year at the rate of \$6,000 per month providing they can be approved without going out for an RFQ. All in favor; Motion carried 4-0 with Commissioner Lowry voting no. Motion passed 4-1.

December Calendar 12/20 Regular Meeting; Employee Appreciation Luncheon

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to cancel the Regular Meeting of December 20, 2022. All in favor; Motion passed 5-0.

Mr. Anderson reminded the Commissioners of the Employee Appreciation Luncheon to be held on Thursday, December 22, 2022, at noon.

Public Works – John Grantland

Mr. Grantland did not have anything to update the Commission on.

Mayor Buzzett thank Mr. Grantland and his department for the work that was done on Highway 98 in front of the Port Inn.

Surface Water Plant – Larry McClamma

Mr. McClamma shared that the City passed the 4th Quarter Disinfectant Byproducts Testing and that the City did not have any violations for the year. He also shared that Cameron Alcorn was recently hired as an Operator Trainee for the Surface Water Plant and this fills the vacancies in his department.

Mayor Buzzett congratulated Mr. McClamma and his department for their work on the testing.

Wastewater Plant –

Mr. Pettis was absent, and Mr. Anderson reported there is 3' of freeboard in the lagoon, the plant is currently discharging, and they will be doing plant maintenance during the holidays,

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour shared that he continues to work with FEMA to answer their questions, he has not received any dates from FEMA as to when we may expect answers from them, and we are still in Step 6 of 8 in the FEMA Review process. November Financials were sent out today by Mr. Lacour.

Code Enforcement –

Mr. Anderson noted Code Enforcement is working through the downtown area on trash issues and that he has been working with Gateway Apartments on the trash issues there.

Police Department – Chief Richards

Chief Richards shared that, with the hire of Officer Edwards, his department is fully staffed once again. Chief Richards also asked that the Commission be thinking about re-routing the Christmas Parade next year as it has grown so much that the current route needs to be reconsidered.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce noted that City Staff continues to work with the Ferguson Group on grant possibilities and providing all needed reports to entities.

Christmas Parade December 10, 2022, at 6 P.M.

Clerk Pierce reminded the Commissioners of the parade Saturday.

Citizens to be Heard –

Chester Davis asked about the sound system at the Washington Gym as he wants to bring in several groups to perform. The City does not have a sound system and suggested that the groups bring their own equipment. Mr. Grantland will check with the City Electricians and ask that they see if our electrical set up will work with the entertainers' equipment.

Charles Gathers asked for more information on the lobbying group. He also asked for an update on the Field of Dreams and offered to serve on the FRDAP Committee.

Discussion Items by Commissioners

Commissioner Langston asked if any progress has been made on providing a crosswalk on Highway 98 from Avenue A to the West side of Highway 98. He also asked what has been done to provide pay incentives for those with license in various departments. Mr. Anderson noted that it will need to be determined who qualifies and it will take Commission approval.

Commissioner Ashbrook requested that department heads submit a list of licenses to give incentive pay for. He also asked if the new lobbying group could establish a St. Joe Day during the upcoming legislative session for residents to meet with their representatives and discuss their concerns

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

Commissioner Hoffman noted that the Surface Water and Wastewater Plants currently require license and wants the Police and the Public Works Departments to provide a list of licenses that employees would receive incentive pay for.

Mayor Buzzett shared that Duke Energy will not be providing an easement for the Workforce Housing Project, but the St. Joe Company could possibly provide an easement. The developer is waiting on the easement to get started. He asked that Commissioners provide Mr. Anderson with a list of items they would like to see the lobbyist address.

Ed Long provided Mayor Buzzett with some suggestions he has come up with since the Workshop with Downtown Merchants. Mayor Buzzett thanked Mr. Long for his suggestions and willingness to get involved.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:07 P.M.

Approved this 3rd day of January 2023.

Rex Buzzett
Rex Buzzett, Mayor

1/3/23
Date

Charlotte M. Pierce
Charlotte M. Pierce, City Clerk

1/3/23
Date