

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, January 3, 2023, 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

A Motion was made by Commissioner Ashbrook, second by Commissioner Langston, to approve the Minutes of the Regular Meeting of December 6, 2022. All in favor; Motion carried 5-0.

City Engineer – Josh Baxley

Long Avenue Water / Sewer

Dewberry is working with city staff on closeout documentation.

Long Avenue Paving

A Preconstruction Meeting was held before Christmas and the project is mobilizing today.

Avenues C and D Paving

Prior to Christmas, a Preconstruction Meeting was held, and the project is mobilizing today.

Dr. Joe Parking Lot Paving –

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to approve a Change Order in the amount of \$145,257 for North FL Construction to do the project. All in favor; Motion carried 5-0.

First Street Paving –

Mr. Baxley anticipates he will have a date of when the Inlets will arrive for the project.

RFP 2022-19 Beacon Hill Lift Station:

A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, to accept the bid of Mainline Construction in the amount of \$824,778.65. All in favor; Motion carried 5-0.

Buck Griffin Lake

Mr. Anderson shared that a sandbar has appeared, and water levels are low in Buck Griffin Lake. After looking into the matter, it was discovered that the weir at the other end of the lake has been compromised. Mr. Baxley has spoken with several individuals about the issue and recommends that the area be cleaned up, place 57 stone in the water, use riprap, create a hole in the top of the weir and fill it with fillable flow. Rock will be added starting tomorrow.

City Attorney –

Lobbying Firm Proposal

Attorney McCahill shared that after researching this issue, there is no exemption for Lobbying in our Purchasing Policy. After speaking with state entities, waiving of the Purchasing Policy for this item is acceptable. A Motion was made by Commissioner Ashbrook, second by Commissioner Hoffman, for discussion. After a lengthy discussion, Commissioner Hoffman withdrew his second to the Motion. Commissioner Langston second the Motion to approve waiving the Purchasing Policy for this item. The Motion carried 3-2 with Commissioners Hoffman and Lowry voting no.

Old Business

City Projects

Mr. Anderson noted that there will be a lot of road construction being done on Long Avenue as well as Avenues C and D and asked for everyone's patience with the progress.

New Business –

City License Requirements

After discussion, this item was Tabled until the next meeting.

Pedestrian Crossing at Avenue A and Highway 98

An email was received from Andy White, Safety Specialist with FDOT. They have reviewed the location and determined the safest crossing is at Marina Drive where the Traffic Signal and full pedestrian crossing features are located. There is currently sidewalk connectivity from Avenue A down to Marina Drive that doesn't require a pedestrian to cross US 98 and provides safe walking to the signalized intersection. FDOT can make a request to review this crossing again during the next resurfacing project.

Commissioner Langston asked that a call be made to FDOT requesting they reconsider their decision as he feels the crossing is needed at Avenue A rather than citizens having to walk to Marina Drive to cross.

Public Works – John Grantland

Shop Building – Request to Bid

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to advertise for the construction of a shop building for Public Works. All in favor; Motion carried 5-0.

Surplus Property

A Motion was made by Commissioner Lowry, second by Commissioner Ashbrook, to approve the surplus and sale of various pieces of scrap metal that Public Works has accumulated over the past six years from previous projects. All in favor; Motion carried 5-0. The scrap metal consists of replaced fire hydrants, cast iron piping, lift station rehabilitation piping and components, old manhole rings and covers, as well as non-functioning grinder pumps, etc.

Reid Avenue Tree Pruning

Mr. Grantland has received a quote of \$2,000 to shape the trees on Reid Avenue. Before any work is done, a group consisting of city staff and the Garden Club will discuss the work to be done. The new Vac Truck was delivered prior to Christmas and is at Public Works should anyone wish to see it.

Surface Water Plant – Larry McClamma

Mr. McClamma stated that the plant did not have any major issues from the freeze.

Wastewater Plant –

Mr. Anderson shared that while Kevin Pettis is out, Joe Harris will be running the plant. Spraying is continuing and the city has received a modified permit from DEP for the Spray Fields.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour will be following up with FEMA prior to the next meeting.

Code Enforcement –

Mr. Anderson shared that at the next Code Enforcement Hearing, citizens that have not followed the Special Master's requirements will be addressed.

Police Department – Chief Richards

A Motion was made by Commissioner Hoffman, second by Commissioner Ashbrook, for Chief Richards to apply for a \$6,045 grant to provide 10 body cams for officers. All in favor; Motion carried 5-0. There is a 50% match for the grant, but it can be covered by In-Kind services including training, IT Work, and writing policies for the use of the cameras. Maintaining of video files will be done by cloud service and will be \$43 per unit per month for 5 years.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce shared that there will be a conference call with our architect and grant managers concerning the Centennial Building Monday, January 9, at 2 P.M.

She also noted the Christmas Parade was a great success and thanked the Commissioners for their involvement with it.

Citizens to be Heard –

Ed Long shared that the Christmas Parade was fantastic and invited the Commissioners to participate in the Polar Plunge next year.

Discussion Items by Commissioners

Neither Commissioners Langston nor Ashbrook had anything else to share with the Commission.

Commissioner Lowry wished everyone a Happy New Year.

Commissioner Hoffman requested that the Buck Griffin Lake issue be added to the City Projects List and that the pipes under 20th Street be checked by cameras to see if the sand could be coming through them.

Mayor Buzzett noted the conference call concerning the Centennial Building Monday, January 9th at 2 PM, wished everyone a Happy New Year, and announced that he would be seeking another term as Mayor this year.

Motion to Adjourn –

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:10 P.M.

Approved this 17th day of January 2023.



Rex Buzzett, Mayor

1/17/2023

Date



Charlotte M. Pierce, City Clerk

1/17/23

Date