

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT
2775 GARRISON AVENUE, March 7, 2023, at Noon.**

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve the Minutes of the Regular Meeting of February 21, 2023. All in favor; Motion carried 3-0.

Proclamation Red Cross

Mayor Buzzett read a Proclamation declaring March as Red Cross awareness Month. The Proclamation was presented to American Red Cross Volunteers Mel Magidson, Wayland Patterson, and Anthony Cornett Panama City Red Cross Office Manager.

City Engineer – Josh Baxley

Long Avenue Water / Sewer

The contractor is currently replacing or terminating the remaining twenty laterals. As of March 6, 2023, 13 laterals have been completed.

Long Avenue Paving

The contractor has completed the drainage crossing at First Street and is currently working on installation of drainage pipe down Long Avenue.

Avenues C and D Paving

Patching on Avenue D is expected to be completed within the next week. Paving is expected to begin within the next two weeks and to be completed within 30 days of commencement.

Dr. Joe Parking Lot Paving

Paving and Striping of the parking lot has been completed.

Beacon Hill Sewer Design

The Low Pressure design has been completed and given to the City for review.

SCOP Grant Application 2023; Resolution 2023-01

Dewberry is in the process of finalizing the application to pave from Highway 98 to MLK on both Avenues C and D. The application is due March 17, 2023.

Downtown Water Lines Replacement

Dewberry has a 95% plan set for review for Phase I to include First Street and Marina Drive.

City Attorney

Mr. McCahill did not have anything specific to discuss with the Commissioners. He confirmed that an easement for the Beacon Hill Sewer has not been received from the County.

Old Business

City Projects

The quotes for the WIG center have been received. With tile the cost is \$33,900 and without tile is \$27,280. Monolith will review their quotes to see if there are areas that can be adjusted to reduce the amount.

New Business –

Juneteenth Celebration Request

Marquita Thompkins shared that the request for the block party had been withdrawn and she was asking for a waiver of all fees. Mayor Buzzett explained that a waiver of the fees could not be given but if a 501 c (3) organization sponsored the event, they would receive a cheaper rate.

EV Charging Station

A request has been received from Duke Energy to create EV Charging Stations in Port St. Joe. It would require 5 parking spaces, all funds collected would go to Duke Energy, and the City would not receive any compensation and have to sign a 10 year lease agreement for the parking spots. After discussion, consensus was that we could not afford to give up five parking spaces downtown.

SRF Loan Agreement

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to sign the SRF Loan Agreement Extension. All in favor; Motion carried 3-0.

Public Works – John Grantland

RFP 2022-10 Septic to Sewer Grant Bores Change of Contractor

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to rescind the Motion allowing Spear to perform the bores and to accept Broadband as the contractor as he will match the original contract price. All in favor, Motion carried 3-0.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve an equipment loan to the DOC for inmate crews. All in favor; Motion carried 3-0.

Surface Water Plant – Larry McClamma

RFP 2023-02 Micro Membrane Filters

A Motion was made by Commissioner Lowry, second by Commission Langston, to accept the low bid of Filmtec in the amount of \$74,160 including shipping, for 144 filters. All in favor; Motion carried 3-0.

Spiders Cut Dredging Request

Ken Jones, an engineer with Rhumblin, shared that his company has received a grant from the National Fish and Wildlife Foundation (funded by a Deep Water Horizon Funding Grant) to conduct restoration dredging in Spiders Creek and Douglas Slough. Rhumblin is looking for options related to the transfer of material from hopper barges in the Chipola River, probably by fluidizing the sands in the barge and pumping it up the City Water Canal. Mr. Jones offered the sand, about 20,000 cy which consists of fine and medium sands with clays and silts making up less than approximately 10% of the total volume to the City. The material is clean and potentially a good source of fill.

After discussion, the consensus of the Commission was that this activity could potentially impact the City's water supply and declined the request.

Wastewater Plant – Kevin Pettis

Mr. Pettis shared there is 1.5' of free board in the pond, that the filters have finished discharging at half throttle and the #1 filters will be replaced by next month. The permit renewal was sent to DEP last month.

Finance Director – Mike Lacour

FEMA Update

EHP has requested more information on the Clifford Sims Observation Deck and he will follow up with them on this.

Code Enforcement –

RFP 2023-01 Demolition of 1310 Long Avenue, Parcel #05171-000R and 903 16th Street, Parcel #05441-000R

A Motion was made by Commissioner Langston, second by Commissioner Lowry to approve the involuntary demolition of the structures at 1310 Long Avenue (\$6,561.03) and 903 16th Street (\$16,071.24) by Rogers Brothers Land Clearing for \$22,632.27. All in favor; Motion carried 3-0.

Mr. Anderson announced that Code Enforcement Officer Richard Burkett will be retiring in April. He thanked Mr. Burkett for his service and wished him well in retirement.

Police Department – Chief Richards

Chief Richards did not have anything to update the Commission on.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce shared that city staff continues to work with our grant writers on the availability of grants and opportunities of funding for the city. She noted that a good portion of the work day of Mr. Anderson, Mike Lacour, and herself was spent on grant activity.

Citizens to be Heard –

Dave Warriner requested the help of the Commission in protecting endangered species, mainly Otters. This is to be on the Agenda for the next meeting.

Akojua Gyamfuah, Executive Director Pioneer Bay Community, shared of the successful completion of students from the job training program and they are now available for employment.

She also requested that a representative of the City serve on the Transformative Scenario Planning Advisory Board to address health inequity in Port St. Joe.

Discussion Items by Commissioners

Neither *Commissioners Lowry nor Langston* had any additional items to share with the Commission.

Mayor Buzzett noted the need for additional sand in the marina basin of Clifford Sims Park.

He reminded the Commission that the gravel in the walking trail in Maddox Park is not conducive for walking. He requested that we get an updated quote for removing the gravel and paving the trail be utilized and to include the paving of the parking lot. Funds would come from the boat ramp funds as this is in that area.

Mayor Buzzett also requested that a quote be obtained to use rocks in the new parking area near CVS.

Motion to Adjourn

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 12:55 P.M.


Approved this 21st day of March 2023.



Rex Buzzett, Mayor

3/21/23

Date



Charlotte M. Pierce, City Clerk

3/21/23

Date