

**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 5, 2023, at Noon.**

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve the Minutes of the Regular Meeting of November 21, 2023. All in favor; Motion carried 4-0.

City Engineer

Beacon Hill Sewer

BTC is continuing with bores. NFC has finished laying pipe on Cockles Avenue but has a few tie-ins to complete. They are laying pipe on Olive Avenue at Bonnet Street working west and finished up the week about 100' west of Helmet Street. NFC is waiting on more valves, caps, reducers, etc., to arrive for tie-ins but NFC will continue laying pipe on Olive Avenue heading west.

Madison Street Paving

The Notice of Award and Agreement have been provided to the City. Anchor CEI will set up a pre-construction meeting and issue the Notice to Proceed.

Allen Memorial SCOP Grant

A survey has been ordered.

Wastewater Sprayfield Task Order

Dewberry is waiting on the survey field work.

HMGP Grant – Elevation of 12 Lift Stations

The Survey and Sight Plans have been completed. Dewberry is currently working on design of the platforms.

City Complex Conceptual Design

Two options are currently in design. Mayor Buzzett requested that the City Hall face Cecil G. Costin, Sr., Blvd.

Tenth Street Sports Complex

Dewberry anticipates providing the City with a concept for review next week.

Second Street Conceptual Design.

This project is in design.

City Attorney

Resolution 2023-14, CIP Plan

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve Resolution 2023-14 CIP Plan. All in favor; Motion carried 4-0.

Resolution 2023-15, FDOT Paving Grant

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve Resolution 2023-15, FDOT Paving Grant. All in favor; Motion carried 4-0.

Old Business

City Projects

Mr. Anderson shared that the ESAD Sewer upgrade has been completed and that Monolith is working on the rocks for Clifford Sims Park.

New Business

Pickleball Courts

A Motion was made by Commissioner Langston, second by Commissioner Lowry, for City Staff to begin working on a new design for two additional courts and the rehabbing of the current facility. All in favor; Motion carried 4-0. Anticipated costs include improvements of approximately \$100,000 and resurfacing of \$12,000. Currently, there is no written commitment from Gulf County to help with these expenses.

Holiday Schedule

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to observe the following holiday meeting schedule. The Commission meetings of December 19, 2023, and January 2, 2024, are cancelled. The Port St. Joe Redevelopment Agency meeting of January 2, 2024, is also cancelled. The Planning, Development, and Review Board Meeting of January 2, 2024, has been rescheduled for January 9, 2024.

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, for the Employee Appreciation Luncheon to be held Friday, December 22, 2023, at Noon. Employees attending the luncheon may begin their Christmas holidays after the luncheon. All in favor; Motion carried 4-0.

Public Works – John Grantland

Madison Street CEI Services Contract

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to accept the contract from Anchor CEI as presented in the amount of \$19,850. All in favor; Motion carried 4-0.

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to accept the Change Order reduction from Southeast Pipe Survey in the amount of \$19,545.00. All in favor; Motion carried 4-0.

Surface Water Plant – Larry McClamma

Brad Key – Chemtrade, PAC Presentation

Brad Key and Vincent Martin made a presentation to the Commission concerning Poly Aluminum Chloride, as an alternative for Ferric Sulfate, the benefits of using it, and the cost savings it will provide.

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, for a Pilot Study to be done using the Poly Aluminum Chloride. All in favor; motion carried 4-0.

Wastewater Plant

Mr. Pettis was unable to attend the meeting and Joe Harris shared that there is 1' of freeboard in the lagoon. He noted that parts are coming in for the pumps that need to be repaired, and that over 9" was lost in the lagoon due to all the rain last weekend.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour shared that providing rocks for Clifford Sims Park is the final FEMA Project.

Grants Reimbursement Update

Mr. Lacour continues to work on grant reimbursements.

Code Enforcement

Mr. Anderson shared that Code Enforcement has identified over 100 derelict vehicles in the City. Staff is researching language for enforcement.

Police Department – Chief Richards

Chief Richards noted that his department is working on the Christmas Parade, electric billboards have been placed in the neighborhoods about detours, and Highway 98 will be closed 10 minutes prior to the parade.

He reminded citizens of the holiday house check if they will be out of town and encouraged citizens to call the police department and sign up for the service. Chief Richards shared that this service is provided throughout the year and is not just for holidays.

City Clerk – Charlotte Pierce

Grants Update

Staff continues to work on grant compliance in addition to seeking additional grant sources.

Christmas Parade

Ms. Pierce noted the parade continues to grow, there are over 80 entries as of today, and if the weather is an issue, a decision will be made Friday afternoon concerning having the parade Saturday evening.

Citizens to be Heard

Chester Davis referenced a program that was held at the Washington Gym, encouraged the Commission to match any opportunities for grants with the NPSJ PAC, and thanked the Commission for the new bathrooms at the Washington site. He also asked about mitigating properties in North Port St. Joe.

Robert Branch shared his understanding of the *Florida Stormwater Erosion and Sedimentation Control Inspectors Manual* concerning the Tenth Street Sports Complex.

Christy McElroy shared her concerns about the drainage basin of the Tenth Street Park and the construction at the corner of Woodard Avenue and Highway 71.

Eddie Fields asked about repairs and improvements for the WIG Bathrooms, and additional Christmas lights for Langston Drive and MLK Boulevard.

Arthur Miller asked about the LNG Plant and Mayor Buzzett responded that that was a dead issue.

Joe Whitmer, Gulf County Chamber of Commerce Director, thanked the Commissioners for their work in relocating the Farmer's Market, noted there are some electrical issues in Core Park, and feels that Reid Avenue is looking very good.

Mayor Buzzett thanked Mr. Whitmer and his group for putting the Christmas lights on the lighthouse again this year.

Discussion Items by Commissioners

Commissioner Hoffman asked about the letter to Mediacom and Mr. Anderson shared that he had talked with a representative concerning this and will follow up with a letter as requested.

Commissioner Lowry did not have anything additional to discuss.

Commissioner Langston is concerned about people using private property to pass people stopped at the stop sign on Avenue A and Highway 98. Chief Richards and Mr. Grantland will look into this.

Mayor Buzzett wished everyone a Merry Christmas, a Happy New Year, encouraged them to be safe, and shop local when you can.

Motion to Adjourn

There was no other business to come before the Commission, and Mayor Buzzett adjourned the meeting at 1:30 P.M.

Approved this 16th day of January 2024.

Rex Buzzett
Rex Buzzett, Mayor

1/16/24
Date

Charlotte M. Pierce
Charlotte M. Pierce, City Clerk

1/16/24
Date