

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 17, 2024, at Noon.

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

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Hoffman, second by Kerigan, to approve the Minutes of the Regular Meeting of December 3, 2024. All in favor; Motion carried 5-0.

Attorney McCahill read Form 8B, Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers that was completed by Commissioner Lowry where he abstained from voting on Ordinance 615 Future Land Use Map Amendment for the Rish Family Plaza, LLC because he has a business relationship with the developer at the December 3, 2024, Meeting.

City Engineer – Josh Baxley

City Street Resurfacing

Dewberry is waiting on the CEI contractor selection that will be on December 20, 2024.

City Government Complex

Mr. Baxley has reached out to the architect to obtain the building layout.

Monument Avenue

The first lift of asphalt is complete, and the contractor wants the road driven on before applying the final application.

Downtown Utilities Phase 2

Mr. Baxley has requested a schedule from the contractor due to the amount of time they have been off. L & K restarted their work this week and he feels the project will be delayed until after the first of the year.

HMGP Grant – Elevation of 12 Lift Stations

The Grant Extension and Funding request has been submitted to FDEM. Dewberry is waiting on FDEM's response to information Dewberry has submitted.

Avenue C and Battle Street Intersection

This project is out for bid.

Victoria Avenue Bridge

Revised plans for this project have been submitted to the City.

City Attorney

Electronic Noticing Public Hearing

A Public Hearing was held at 12:10 P.M.

Christy McElroy shared her concerns about this process.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to proceed with Electronic Noticing for the City of Port St. Joe. All in favor; Motion carried 5-0.

The Public Hearing concluded at 12:13 P.M.

Old Business

City Projects

Mr. Anderson shared that most contractors will be off during the holidays and work will resume after the first of year.

Commissioner Langston asked if the Interlocal Agreement has been signed with the County for the Workforce Building Roof. Mr. Anderson responded that it had been signed and returned to the County.

Landscaping on Avenue D – Commissioner Langston

Commissioner Langston shared that he and John Grantland have been working on this and should have a plan after the first of the year.

New Business

Two Hired Guns Consulting Proposal

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, for Attorney McCahill to prepare an agreement from the proposal and allow Mayor Buzzett to sign the agreement.

The question was asked if this had been bid out. Mayor Buzzett responded that it had not been.

Sean Preston, Founder and Lead Consultant of Two Hired Guns Consulting, shared his background and business information.

Christy McElroy, Deb Mays, and Robert Branch shared their concerns about this proposal.

All in favor; Motion carried 5-0.

Coca-Cola Contract Proposal

Roy Beverly, Business Development Manager for Coca-Cola Bottling Company UNITED, Inc., discussed their proposal.

Commissioner Langston asked if a scoreboard could be added for the Washington Gym. Mr. Beverly will check on the request.

A Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to approve the contract pending attorney's review of the proposal, adding a scoreboard at the Washington Gym, and to authorize Mayor Buzzett to sign the contract.

Chester Davis and Robert Branch shared their concerns about this topic.

All in favor; Motion carried 5-0.

Rental Fee Waiver Request

- *Gulf County United – Washington Gym December 19, 2024, and December 20, 2024.*

A Motion was made by Commissioner Kerigan, second by Commissioner Langston, to waive the rental fee request for this event. All in favor; Motion carried 5-0.

- *Freedom Exchange – Centennial Building July 26, 2025*

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to waive the rental fee request for this event. All in favor; Motion carried 5-0.

- *Freedom Exchange – Washington Gym January 20, 2025*

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to waive the rental fee request for this event. All in favor; Motion carried 5-0.

- *Florida Coastal Conservancy – Core Park May 24, 2025, and May 25, 2025*

This request was withdrawn.

Public Works – John Grantland

AA Ball Field 4' Fence Replacement

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the quote from Monolith Construction to supply and install approximately 550' of 4' tall commercial grade black vinyl coated chain link fence with access gates for the AA Ball Field in the amount of \$21,400.

Christy McElroy and Robert Branch shared their concerns about this project.

All in favor; Motion carried 5-0.

AA Ball Field 6' Fence Replacement

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the quote from Monolith Construction to supply and install approximately 250' of 6' tall commercial grade black vinyl coated chain link fence for the AA Ball Field in the amount of \$10,140.

Christy McElroy and Robert Branch shared their concerns about this project.

All in favor; Motion carried 5-0.

AA Ball Field Backstop Fence Replacement

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve the quote from Monolith Construction to supply and install 16' tall commercial grade black vinyl coated chain link fence with all posts, cables and ties for backstop for the AA Ball Field in the amount of \$19,375

Christy McElroy and Robert Branch shared their concerns about this project.

All in favor; Motion carried 5-0.

Ozone Field 4' Fence Replacement

A Motion was made by Commissioner Langston, second by Commissioner Lowry, to approve the quote from Monolith Construction to supply and install approximately 600' of 4' tall commercial grade black vinyl coated chain link fence with all posts, cables, and ties for the Ozone Ball Field in the amount of \$23,400.

Christy McElroy shared her concerns about this project.

All in favor; Motion carried 5-0.

Ozone Field 8' Fence Replacement

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to approve the quote from Monolith Construction to supply and install approximately 300' of 8' tall commercial grade black vinyl coated chain link fence with all posts, cables, and ties for the Ozone Ball Field in the amount of \$16,250.

Christy McElroy shared her concerns about this project.

All in favor; Motion carried 5-0.

Ozone Field Backstop Fence Replacement

A Motion was made by Commissioner Hoffman, second by Commissioner Langston, to approve the quote from Monolith Construction to supply and install approximately 170' of 16' tall commercial grade black vinyl coated chain link fence with all posts, cables, and ties for backstop replacement at the Ozone Ball Field in the amount of \$24,375.

Robert Branch shared his concerns about this project.

All in favor; Motion carried 5-0.

Mr. Grantland shared that Sprayfield Zone 3 is approximately 50% complete and he anticipates the project will be completed by the end of January.

Surface Water Plant – Larry McClamma

RFP 2024-23 Filter Modules

A Motion was made by Commissioner Kerigan, second by Commissioner Lowry, to award RFP 2024-23 for 144 Micro Membrane Filter Modules to Filmtec in the amount of \$108,000. All in favor; Motion carried 5-0.

Wastewater Plant – Kevin Pettis

Mr. Pettis noted there is 3' 4" of freeboard in the pond.

He requested that a Workshop be held with Baskerville Donovan. The Workshop is scheduled for Tuesday, January 28, 2025, at 11:00 A.M. in the Commission Chamber.

Mr. Pettis thanked John Grantland and the Public Works Department for their help with preparing the new Zone 3 Sprayfield.

Finance Director – Mike Lacour

FEMA Update

Mr. Lacour has requested an update from FEMA, but to date, no response has been received.

Grants Reimbursement Update

There has been no change since the last reimbursement update.

Mayor Buzzett noted that there has been a lot of pressure on the overtime budgets, stated they will be blown through in 6 months at the current rate, and requested that department heads try to get it to last for the 12 months as budgeted.

Code Enforcement

Mr. Anderson shared there are over 20 houses on the substandard list and the City has requested help from the County on 6 of these structures. He noted that voluntary demolition is an option, and forms are available at City Hall.

Police Department – Chief Richards

Chief Richards noted that he and John Grantland had been working to install new speakers in the Commission Chamber prior to the meeting.

Mayor Buzzett complimented Chief Richards and Clerk Piere on the success of the Christmas Parade, thanked them for their help and that of the numerous volunteers.

City Clerk – Charlotte Pierce

Current Grants Update

Clerk Pierce shared that there have been no changes since the previous grant report.

She noted that the Swearing In of returning Commissioners Hoffman and Lowry would be on Tuesday, January 7, 2025. The returning Commissioners stated that would like to forego the reception in January due to the busy schedule of this day.

Clerk Pierce thanked the Commissioners for their support of the Christmas Parade and their participation in it.

Citizens to be Heard

Christy McElroy, Chester Davis, and Robert Branch shared their concerns on various issues.

Discussion Items by Commissioners

Commissioner Hoffman requested that Kevin Pettis look into the odor issue late in the evenings around the Overpass.

He also asked that the Commission consider changing the Sick Leave Pay Out Policy for employees and have this on the next Agenda.

Chief Richards stated the Budget is the main issue with payout and requested that, if changes were made, the Commission consider establishing a separate category to draw the payout funds from.

Commissioner Lowry asked that the Sick Leave Pay Out Policy be on the next Agenda

Commission Kerigan requested that Commissioners be provided info on the suggested changes for the Sick Leave Pay Out Policy prior to the meeting.

Commissioner Langston did not have anything else to update the Commission on.

Mayor Buzzett commended the many volunteers that have given their time to the City through the years. He complimented Robert Branch on his research on issues and asked if he would use those talents to find new funds for a recreational complex.

Mayor Buzzett wished everyone a Merry Christmas, Happy New Year, and encouraged them to be safe through the holidays.

Motion to Adjourn

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:50 P.M.

Approved this 7th day of January 2025.

Rex Buzzett
Rex Buzzett, Mayor

1/7/25
Date

Charlotte M. Pierce
Charlotte M. Pierce, City Clerk

1/7/25
Date