

City of Donalsonville
Council Meeting-February 6, 2018

Official Minutes

Mayor Dan E. Ponder, Jr. called the meeting to order at 6:00 PM in the Council Chambers at City Hall. After which Councilmember Flossie Smith gave the invocation, then all joined in the Pledge of Allegiance to the United States of America.

Councilmembers present for the meeting included, Mayor Dan E. Ponder, Jr., Mayor Pro Tem Ed Bond, CP Mitch Blanks, CP Flossie Smith, CP Lindsey Register, CP Travis Brooks, and CP Mitzy Moye. Staff present were City Manager Steve Hicks, City Clerk Christina Corvers, Public Works Superintendent Don Gambrell, Police Chief Woodrow Blue, and City Attorney Billy Grantham. Guests present were Shelia Williams, Charles Musgrove, David Maxwell, Mitch Royals, Kathleen Barineau, and Billy Shingler.

Approval of the Agenda: Mayor Pro Tem Bond made a motion to approve the Agenda with CP Brooks seconding; motion passed. Next, the approval of the minutes from the Council Meeting held on January 11, 2018. CP Smith made a motion to approve the minutes from the January Council Meeting with CP Blanks seconding. Motion carried.

APPEARANCES: David Maxwell spoke on behalf of the Chamber of Commerce, inviting the Mayor and Council to the Farmers Appreciation Banquet to be held Thursday February 8, 2018 at 11:00 AM located at the Lions Hall.

Next was the request for approval to hold an Epilepsy Awareness 5K and Fun Run by Nichole Whittaker. Mrs. Whittaker was absent due to sickness, so the Council tabled the item until the next Council Meeting.

PERMITS AND LICENSE: City Manager Hicks and Police Chief Blue gave their recommendation on the approval of an Off-Premise Wine and Malt Beverage License to Store Manager, Mitch Royals, at Walgreens (formerly Rite-Aid) located at 100 West 3rd Street as all background requirements had been met. CP Brooks made a motion to approve the Off-Premise Wine and Malt Beverage License, with Mayor Pro Tem Bond seconding. Motion passed.

INTERNAL BUSINESS: Next, the Financial Statements for December 2017 were presented and reviewed with comments made by City Manager Hicks on the current status, along with discussion on the three-month analysis.

OLD BUSINESS

OLD BUSINESS: City Manager Hicks gave an update on the eDonalsonville Project noting that the City of Donalsonville was ready to act on the final agreement with Sprint. Next, City Manager Hicks recommended to approve the agreement with Sprint Spectrum License Holder, LLC for a license for exclusive use of its communication network for a fee subject to FCC approval for a 3-year period with an option to renew for an additional two years. The City of Donalsonville would be responsible for filing FCC approval within 15 days of acceptance of the agreement by both parties. City Manager Hicks noted that the total cost for the 3-year agreement would be \$55,000 with \$20,000 to be paid on March 1st, 2018 and \$17,500 on the 2nd and 3rd year of the anniversary date of the agreement. If it is determined that we no longer require the license for operational needs a 90-day notice would be required. CP Blanks made a motion to approve the Long-Term Spectrum Leasing Agreement with Sprint, with CP Smith seconding. Motion passed.

Next, City Manager Hicks recommended to approve the payment of the Maintenance Agreement for Hi-Care Support Service with Huawei Technologies Company, LTD which would provide Technical Assistance Center Support, On-line Self-Help Support, Operating System Software Updates, and Return for Repair/Replacement Parts. City Manager Hicks noted that the 3-year cost is \$84,670.34 per year and includes a \$15,000 per year discount to help offset the cost of the

Sprint Spectrum license. CP Smith made a motion to approve the Huawei Maintenance Agreement, with CP Brooks seconding. Motion carried.

City Manager Hicks then recommended to authorize the acquisition of services from CSPIRE to secure the connections to provide Internet Backhaul Service to the eDonalsonville system at a cost of \$20,000 per year. CP Smith made a motion to approve the Internet Backhaul Service Agreement with CSPIRE, with CP Blanks seconding. Motion passed unanimously.

Next, City Manager Hicks recommended to approve the bids for the FY 2016 CDBG Project 016P-X-125-2-5846 for Water System Improvements Phase 1 and Phase 2 from Blankenship Contracting.

The breakdown would be as follows:

| | |
|-------------------------------|------------------|
| Total Cost-Phase 1 (CDBG): | \$660.016 |
| Total Cost-Phase 2: | <u>175,604</u> |
| Total Cost | \$835,620 |
| Grant Funds Applied: | <u>(500,000)</u> |
| Net City Water Funds Required | \$335,620 |

Mayor Pro Tem Bond made a motion to approve the bids for Phase 1 and Phase 2 from Blankenship Contracting in the amount of \$835,620.00, with CP Brooks seconding. Motion carried.

City Manager Hicks then stated that as discussed in the January 11, 2018 meeting, upon approval by the Council, the rate classification WO-WELL would be deleted from the rate schedule. The current rate is \$12.48 per month and affects eleven customers. These customers are not connected to the Water System but utilize Sewer Services. The applicable Sewer Rates and other current rates in place would not change. CP Blanks made a motion to remove the WO-WELL Rate Code from the City of Donalsonville's Rate Schedule. CP Register seconded; motion passed.

Next, City Manager Hicks recommended to authorize the adoption of Ordinance 09-08-14 to provide for the further implementation and update to the City of Donalsonville's adherence to the International Building Code pursuant to minimum state construction codes, O.C.G.A. § 8-2-25; enforcement of minimum state construction codes O.C.G.A. § 8-2-26; fire escapes in buildings, O.C.G.A. § 8-2-50; and access to and use of public facilities by physically handicapped persons, O.C.G.A. § 30-3-1 et seq. The following are the Minimum Standard Codes as adopted and amended by the Georgia Department of Community Affairs:

- (1) International Building Code
- (2) International mechanical Code
- (3) International Fuel Gas Code
- (4) International Plumbing Code
- (5) National Electrical Code
- (6) International Fire Code
- (7) International Residential Code (CABO One and Two-Family Dwelling Code)
- (8) International Energy Conservation Code
- (9) International Swimming Pool and Spa Code

CP Smith made a motion to adopt Ordinance 09-08-14, with CP Brooks seconding. Motion carried.

City Manager Hicks then recommended to authorize the adoption of Ordinance 11-07-17 providing for the establishment of a Historic Preservation Commission for the City of Donalsonville. City Manager Hicks stated that the purpose and intent of this Ordinance is to establish a uniform procedure for use in providing for the protection, enhancement, perpetuation and use of places, districts, sites, buildings, structures, objects, and landscape features having a special historical, cultural or aesthetic interest or value, in accordance with the provisions of the Ordinance. The Ordinance also provides for the appointment of 3 members who shall be

residents of the City of Donalsonville and shall be persons who have demonstrated special interest, experience or education in history, architecture or the preservation of historic resources and to the extent available in the City of Donalsonville. The three (3) members shall be appointed from among professionals in the disciplines of architecture, history, architectural history, planning, archaeology or related professions. After some discussion, it was decided to appoint the members of the Historic Preservation Commission at a later time but to proceed with the adoption of the Ordinance. CP Brooks made a motion to adopt Ordinance 11-07-17, with CP Register seconding. Motion passed unanimously.

Next, City Manager Hicks and City Attorney Grantham presented the final Intergovernmental Agreement between the City of Donalsonville and Seminole County concerning a County 1% Special Purpose Local Option Tax (TSPLOST). City Manager Hicks stated that the Intergovernmental Agreement was being presented for acceptance pending a change in a date and adding the authorization for the City of Donalsonville to execute a bond to provide for the funding of City projects pending receipt of total TSPLOST funding. CP Blanks made a motion to approve the final Intergovernmental Agreement pending the stated changes. Mayor Pro Tem Bond seconded; motion carried.

City Manager Hicks then presented the Final Drafts of the Personnel Policy and proposed Drug & Alcohol Testing Policy to be adopted for City Employees. City Manager Hicks noted that the current Gas System Employees who are required to meet drug testing requirements imposed by the Public Service Commission would also be subject to these Policies. City Manager Hicks also stated that subject to any other changes, the adoption of the Personnel Policy and proposed Drug & Alcohol Testing Policy would be presented at the Council Meeting scheduled for March 6, 2018.

NEW BUSINESS

City Manager Hicks made a recommendation to reappoint Councilmembers Lindsey Register and Travis Brooks to the Golden Triangle RC&D Council. CP Blanks made a motion to approve the reappointment of Councilmembers Lindsey Register and Travis Brooks to the Golden Triangle RC&D Council, with CP Smith seconded. Motion passed unanimously.

Next, City Manager Hicks recommended to adopt Resolution 02-06-18 providing for the recognition of April 22-28, 2018 as Georgia Cities Week. CP Register made a motion to approve Resolution 02-06-18, with CP Smith seconding. Motion carried.

Next, Police Chief Blue gave an update on the upcoming 3rd Annual Community Fun Day and Police Memorial Week. Police Memorial Week will begin May 14, 2018, with the Community Fun Day being held on May 19, 2018.

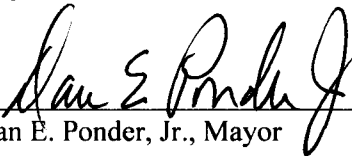
City Manager Hicks then gave an update on the following items:

- (1) Zoning Project-The next step in the process is to designate a committee to do a thorough review of the proposed ordinance, in order to begin the review process. CP Blanks and CP Smith offered to serve on the Zoning Committee.
- (2) Animal Control Ordinance-Several calls/complaints have been received recently relating to vicious/aggressive dogs attacking pets and people. A copy of the animal control ordinance was attached for discussion purposes. The ordinance provides for registration of vicious dogs, a registration fee of \$100, insurance and bonding, and posting of a visible warning sign on the premises as well as requirements for a proper enclosure or restraint by a substantial chain or leash. After some discussion, the decision was made to post an information campaign in the newspaper making the public aware of the Animal Ordinance currently in place, and to further enforce the ordinance.

With there being no further business to come before the Mayor and Council, at 7:33 PM, Mayor Pro Tem Bond made a motion to adjourn with CP Brooks making a second, and the motion carried.

ADJOURNED

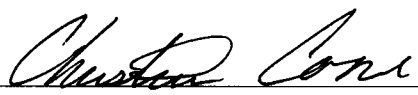
City of Donalsonville



Dan E. Ponder, Jr., Mayor

Attest and Certification:

I, Christina Corvers, do here Attest and Certify that
The above written is a true and correct representation
of the business and actions conducted during the February 6, 2018
meeting of the Mayor and Council of the City of Donalsonville.



Christina Corvers, City Clerk