

City of Donalsonville
Council Meeting-August 7, 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 Lindsay Register 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 Travis Brooks, CP Mitzy Moye, CP Lindsay Register and CP Flossie Smith. Staff present were City Manager Steve Hicks, City Clerk Christina Corvers, Public Works Superintendent Don Gambrell, Fire Chief Dean King, Police Chief Woodrow Blue, Communications Director Jeffrey Hatcher, and City Attorney Billy Grantham. Guests present were David Maxwell, Billy Shingler, James Pelham, Sheila Williams, Mattie Lou Bindley, Tabitha Barineau, Beverly Phillips, and Else Blue.

Approval of the Agenda: CP Blanks made a motion to approve the agenda with CP Moye seconding; motion passed. Next, the approval of the minutes from the Council Meeting held on July 9, 2018. CP Smith made a motion to approve the minutes from the July Council Meeting with Mayor Pro Tem Bond seconding. Motion carried.

APPEARANCES: David Maxwell spoke on behalf of the Chamber of Commerce and informed the Council of the festival planning meeting which will be held in the Chamber of Commerce Board Room on August 9, 2018 at 6:00 PM to discuss the 2018, 2019, and 2020 festivals. David Maxwell noted that the festival for 2020 will be Seminole County's 100th Anniversary. Lastly, David Maxwell stated that the State Resource Team is finalizing their presentation which is due to the Chamber of Commerce on Monday, August 20, 2018.

PERMITS & LICENSE: City Manager Hicks and Police Chief Blue gave their recommendation on the approval of an Off-Premise Wine and Malt Beverage License to Amber Saunders, dba DBC Stores, LLC located at 102 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 CP Moye seconding. Motion passed.

INTERNAL BUSINESS: Next, the Financial Statements for June 2018 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: Communications Director Hatcher gave a brief update on eDonalsonville stating that the downtown Wi-Fi access points had been completed with some added locations including the Lion's Hall and the Donalsonville-Seminole County Airport. These access points allow for free Wi-Fi access. Next, Communications Director Hatcher informed the Council that the direct line to call for service and/or inquires is (229)207-0297; however, residents can still call or come by City Hall if that is their preference. Anyone interested in further information is asked to visit the eDonalsonville website at www.edonalsonville.ga and complete a service request. The website also provides information on the different Plans and Services that are currently available.

Next, City Manager Hicks recommended setting the Ribbon Cutting ceremony for eDonalsonville on Wednesday, August 29, 2018 at 2:00 P.M. City Manager Hicks stated that services would be available for sell prior to the ribbon cutting. CP Smith made a motion to approve Wednesday, August 29, 2018 at 2:00 PM as the Ribbon Cutting date for eDonalsonville. CP Register made a second; motion carried.

City Manager Hicks then recommended to adopt Resolution 08-07-18, providing for the Establishment of a Safety Training Program. The Resolution further provides for the adoption of a Safety Meeting Policy and Seat Belt Policy. After some discussion, CP Blanks made a motion

to approve the adoption of Resolution 08-07-18, providing for the Establishment of a Safety Training Program. CP Register made a second; motion passed unanimously.

Next, Councilmember Moyer voiced some concerns that have been brought to her attention in regard to dogs roaming the City Limits more so at nighttime and requested an update from Chief Blue on the status of the Animal Control Ordinance. Chief Blue stated that they have recently been notified of four dogs roaming the neighborhoods and at this time they have captured three of the four animals. Discussion was had regarding hiring an Animal Control Officer for the night shift and/or moving the current Animal Control Officer to night shift in order to help track down the animals at nighttime. Attendee Tabitha Barineau also voiced her concerns regarding the Animal Control procedures. After much discussion, the Council reminded the public to please contact the Donalsonville Police Department if there are any signs of animals roaming the City limits; no action was taken.

NEW BUSINESS

NEW BUSINESS: City Manager Hicks recommended to approve the Street Light Request that was made back in April by Brenda Hopkins, a resident on Pecan Tree Boulevard. The Street Lights are serviced by underground electrical sources through Georgia Power. City Manager Hicks stated that in order to install the light a decorative pole would have to be installed similar to the poles at the other end of the street that were previously installed by the City of Donalsonville. The cost to install the light at Pecan Tree Boulevard is \$909, which includes the mandatory pole charge and trenching fee. City Manager Hicks stated that the monthly price for the Street Light would be \$16.81, and that the boring under the drive way would be done by the City of Donalsonville to cut down on the cost. CP Smith made a motion to approve the Street Light request on Pecan Tree Boulevard, with CP Brooks seconding. Motion passed.

Next, City Manager Hicks stated that a request had been made to authorize the City Manager to work with Watkins Engineering and the Seminole County Commission to begin the process for an application to secure funding for a Drainage Study from USDA. After some discussion, CP Register made a motion to authorize the grant application for the Drainage Study, with Mayor Pro Tem Bond seconding. Motion carried.

City Manager Hicks then recommended to approve the painting of the Public Works Facility in the amount of \$15,000.00 by Bob Brown/Covenant Brothers. City Manager Hicks also recommended to approve the painting of the Old Body Shop Facility in the amount of \$9,500.00 by Bob Brown/Covenant Brothers, which includes painting of the roof. After some discussion, CP Blanks made a motion to approve the painting of the Public Works Facility and the Old Body Shop Facility in the total amount of \$24,500.00. CP Smith made a second; motion passed.

Next, Fire Chief King informed the Council of the recent security audit conducted by the Georgia Bureau of Investigation and stated that the Donalsonville Fire Department was compliant with the Safety Procedures set by the GBI. Chief King then informed the Council that the recent Confined Space Training, conducted between the Fire Department and Public Works, had been completed. Next, Chief King stated that the Pre-Fire Planning on multi-family dwelling homes was almost complete. Lastly, Chief King noted that the Pre-Inspection paperwork in preparation for the ISO Inspection next year had been completed.

Police Chief Blue then informed the Council of the NarCan Class, which would be held this Thursday, August 9, 2018 at the Fire Department. NarCan's are designed to help save the lives of people who have overdosed. Next, Chief Blue gave an update on his State Certification as an Instructor. Lastly, Chief Blue noted that the Police Department would be hosting a South West Georgia Safety Traffic Network later in the month.

Next, Public Works Superintendent Gambrell gave an update on the CDBG project regarding the water and sewer lines, along with informing the Council of some complaints from citizens in regard to the cleanup process of the project. Public Works Superintendent Gambrell noted that the contractor was still currently working on the project and once the project was complete the contractor would clean up the area. Lastly, Public Works Superintendent Gambrell commented on the completion of the Confined Space Training conducted in correlation with the Fire Department.

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

- (1) Consolidation of City/County Emergency Dispatch Communications Center – During a recent outage of the communications system due to lightning damage, it resurrects a discussion of consolidation of the City and County dispatching operations. Chief Blue has been requested, pending the Council's approval, to work with the County to investigate the feasibility of consolidation of the systems and to present a recommendation to the City Council and County Commission no later than November 2018.
- (2) Utility Billing Issues - From time to time City personnel have contacted individuals to remind them to pay their water bills before cutoff. We have notified those that continuously have been called to inform them that the City would no longer provide this service. The City will still identify unusual situations and make contact as necessary. The credit card billing system and the software provider have adapted the system to notify the City immediately when a payment is made on-line.
- (3) Festival Planning - A festival planning meeting is scheduled to be held in the Chamber of Commerce Board Room on August 9, 2018 at 6:00 PM to discuss the 2018, 2019, and 2020 festivals. 2020 is Seminole County's 100th Anniversary.

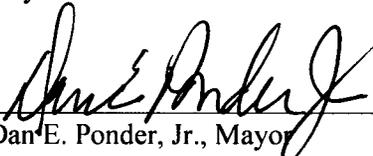
Finally, City Manager Hicks reminded the Council of the following upcoming events:

Festival Planning-Chamber of Commerce-August 9, 2018 6:00 PM
eDonalsonville Ribbon Cutting-August 29, 2018 2:00 PM
Zoning Committee Field Trip-August 29, 2018 4:00 PM
Labor Day Holiday-September 3, 2018
Council Meeting-September 4, 2018 6:00 PM

With there being no further business to come before the Mayor and Council, at 6:55 PM, Mayor Pro Tem Bond made a motion to adjourn with CP Smith making a second; and the motion carried.

ADJOURNED

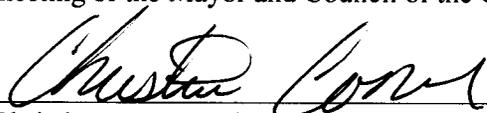
City of Donalsonville



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 August 7, 2018
meeting of the Mayor and Council of the City of Donalsonville.



Christina Corvers, City Clerk