

City of Donalsonville
Council Meeting-September 4, 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 Mayor Dan E. Ponder, Jr. 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 Amy Jackson, Karla Johnson, Mattie Lou Bindley, Gene Horn, Jan Rogers, Tanya Ingram, Noma Bush, Larry Bush, Phillip Owens, Elaine Owens, David Maxwell, James Pelham, Sheila Williams, Larue Hooper, Tabitha Barineau, E.C. Bridges, Joe Moye, Millie Rambeau, and Terry Daniels.

Approval of the Agenda: CP Blanks made a motion to approve the agenda, with CP Smith seconding; motion passed. Next, the approval of the minutes from the Council Meeting held on August 7, 2018. CP Brooks made a motion to approve the minutes from the August 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 that Chamber President Karen Kimbrell would be resigning at the end on 2018 due mainly to health-related issues.

Next, Tanya Ingram, along with neighbors Amy Jackson and Jan Rogers, voiced some concerns which included trash, speeding and animal issues they were experiencing on Juree Lane. After a lengthy discussion, Mayor Ponder requested the City Manager, Police Chief, Fire Chief, Code Enforcement, and all other necessary Departments meet to discuss and obtain a solution to the stated concerns/issues.

PERMITS & LICENSE: City Manager Hicks and Police Chief Blue gave their recommendation on the approval of an On-Premise Liquor, Wine and Malt Beverage License to Noma Bush, dba Ed's Place located at 105 West 2nd Street as all background requirements had been met. Mayor Pro Tem Bond made a motion to approve the On-Premise Liquor, Wine and Malt Beverage License, with CP Brooks seconding. AYES: CP Blanks, CP Moye, CP Register, CP Brooks, and Mayor Pro Tem Bond. NAYS: CP Smith. Motion passed.

INTERNAL BUSINESS: Next, the Financial Statements for August 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 an update on eDonalsonville stating that the downtown Wi-Fi access points had been working well and that there are plans to expand the coverage with existing equipment in the near future. Communications Director Hatcher stated that the goal is to have complete coverage in the shopping district for customer use. Next, Communications Director Hatcher informed the Council that outdoor unit installs had begun. The outdoor units are for Customers that are in areas 1-7 miles outside of the City. Coverage is determined by local geography. Communications Director Hatcher then reminded 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, Councilperson Brooks requested an update on the Lattie Collins Plaque from Fire Chief King. Fire Chief King gave a brief background on Lattie Collins stating that he was a Volunteer

Firefighter back in 2005 that was killed in the line of duty. Mr. Lattie Collins was also the Presbyterian pastor during that time. Chief King stated that the department is searching for a better picture to use on the Memorial Plaque as the first one was not suitable. Chief King stated that the plaque should be ready soon and plans to present it in October during the National Firefighter Memorial Week.

NEW BUSINESS

NEW BUSINESS: City Manager Hicks recommended to approve Resolution 09-04-18, providing for the purchase of a 1999 International 4900 Flatbed Dump Truck in the amount of \$27,500 from Coffman International. The resolution further authorizes the Mayor to execute the necessary documentation to finance this purchase under the line of credit agreement with Ameris Bank. City Manager Hicks stated that payments would be made from available SPLOST Funds. Mayor Pro Tem Bond made a motion to adopt Resolution 09-04-18, providing for the purchase of a 1999 International 4900 Flatbed Dump Truck in the amount of \$27,500 from Coffman International. CP Moye seconded; motion carried. Mayor Pro Tem Bond then made a motion to declare the current Dump Truck as surplus and gave authorization to sell the equipment on GovDeals. CP Register seconded; motion passed.

Next, City Manager Hicks requested authorization for the City Manager and Public Works Superintendent to determine the best option for either repair or replacement of the Bucket Truck which is in need of major repairs and is currently not safe to use for personnel operations. The estimated cost for the part to repair the Bucket Truck is \$9,822.00, not including labor and materials for installation as well as other repairs that may be needed due to the age and condition of the truck. City Manager Hicks stated that to purchase a newer model used Bucket Truck is estimated to be between \$25,000 to \$30,000. If purchased this will be funded through SPLOST Funds/Equipment Financing by substituting it with another budgeted equipment item. CP Blanks made a motion to authorize the City Manager and Public Works Superintendent to determine the best option for either repair or replacement of the Bucket Truck, with CP Register seconding. Motion carried.

City Manager Hicks then recommended to approve the Position/Job Description for a Communications Tech to be implemented when necessary for eDonalsonville. City Manager Hicks stated that the City of Donalsonville would continue to work with contractors as long as it was feasible to utilize their services. The Communications Tech position might be considered a hybrid position which would include sales and marketing, as well as technical services. After some discussion on the pay amount for the position, CP Smith made a motion to approve the Communications Tech Position/Job Description, with CP Brooks seconding. Motion passed.

Next, City Manager Hicks recommended to authorize the FY 2019 CHIP Grant Application. City Manager Hicks stated that the City of Donalsonville did not receive the FY 2018 funding in the last grant cycle. The application fee for the FY 2019 CHIP Grant is \$500.00 and is applicable with Grant Administration by SWGRC at a cost of \$9,500. City Manager Hicks stated that in the last CHIPS Grant Award, \$300,000.00 was awarded to the City of Donalsonville. This included home improvements for six homes within the City Limits and raised the value of these homes included in the project by approximately a total of \$70,000.00. CP Blanks made a motion to authorize the FY 2019 CHIP Grant Application process, with CP Register seconding. Motion passed unanimously.

Fire Chief King then updated the Council on the Fire Calls for August, along with the total so far for this year. Next, Fire Chief King informed the Council that the Fire Department would be out and around the community next month promoting Fire Prevention Month. Lastly, Fire Chief King asked for the Council to keep the City of Lagrange in their thoughts as the Fire Department there responded to a structure fire call yesterday morning and six Firefighters were injured, with four of the Firefighters still remaining in the burn unit.

Next, Police Chief Blue updated the Council on the progress of the two new recruits. Police Chief Blue stated that the two recruits would be going through EVOC this coming week. Lastly, Police Chief Blue stated that the paperwork was ready for the GIRMA Grant and he would be submitting it this week.

Public Works Superintendent Gambrell then 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 thanked the Council for the approval of the 1999 International Dump Truck.

Next, City Manager Hicks gave an update on the following items:

- (1) Speeding Issues-Councilperson Register: Councilperson Register briefly discussed some speeding issues that he had been made aware of on Cloud Street and Pugh Avenue and suggested possibly a speedhump. No action was taken.
- (2) Zoning Committee Update - The zoning committee did a ride-thru the City on August 29, 2018, looking at properties and related zoning issues. A summary of the proposed changes with updated maps is being prepared by Steve Oneil at SWGRC. Thanks to First Presbyterian Church for the use of the van. A draft of the zoning ordinances and maps will be finalized with public hearings to begin afterwards.
- (3) Purchase of Police Cars (USDA): As per USDA, the new Police Cars have been ordered. The cost is \$43,331 per car for a total of \$129,993. USDA will provide a loan of \$95,000 and a grant of \$25,000 to fund these vehicles.
- (4) Georgia Tourism Product Development Team Report: Met with representatives from the Georgia Tourism Product Development Team and local participants to review the findings of the recent visit to Seminole County. A copy of the report has been provided. The report identifies opportunities and resources available to promote tourism and other economic development activity in Donalsonville and Seminole County.
- (5) Georgia Power AMI Water & Gas Metering Analysis: Met with Fred Rudek, District Manager for Georgia Power, to provide information related to the City's Water and Gas Metering Operations. He will use the information to prepare recommendations to the City for potential uses of Georgia Power services to enhance the Water and Gas operations. Also discussed potential opportunities for Georgia Power to enhance the efficiency of these services, as well as a potential partnership for utilizing Georgia Power infrastructure to expand eDonalsonville service.
- (6) Meeting with the County Commission: Sent a request to attend a work session with the County Commission to discuss the following items:
 - Joint Drainage Study/USDA Funding
 - Consolidation of City/County Dispatch Operations
 - Update on eDonalsonville and future growth potential for County-Wide Service

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

Council Meeting-October 2, 2018 6:00 PM

Fall Festival-October 20, 2018

GMA District 10 Panel Discussion-October 29, 2018 11:30 AM-1:00 PM Camilla, GA

At 7:05 PM, Mayor Pro Tem Bond made a motion to go into Executive Session to discuss personnel matters. CP Smith seconded; motion carried.

At 7:46 PM, Mayor Pro Tem Bond made a motion to come out of Executive Session, with CP Smith seconding. Motion passed.

Mayor Pro Tem Bond then made a motion to increase the City Manager's salary by \$20,000 and to increase the deferred contribution for retirement to \$8,000. CP Moye seconded; motion passed unanimously.

With there being no further business to come before the Mayor and Council, at 7:50 PM, CP Smith made a motion to adjourn with CP Moye 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 September 4, 2018
meeting of the Mayor and Council of the City of Donalsonville.



Christina Corvers, City Clerk