

City of Donalsonville
Council Meeting-November 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 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 Janelle Yates, David Maxwell, CJ Hodge, Selena Elijah, Billy Shingler, Robert Ramsey, and Stephen Powell.

Approval of the Agenda: CP Smith made a motion to approve the agenda, with CP Blanks seconding; motion passed. Next, the approval of the minutes from the Council Meeting held on October 2, 2018 and the minutes from the Called Council Meeting held on October 16, 2018. Mayor Pro Tem Bond made a motion to approve the minutes from the October Council Meeting, along with the minutes from the Called Council Meeting. CP Register seconded, motion carried.

APPEARANCES: A request by Selena Elijah for traffic control for the annual Thanksgiving Benefit Parade had been submitted the beginning of October. Due to the recent Hurricane, Selena Elijah stated that plans for the Thanksgiving Benefit Parade had been postponed until next year. Selena Elijah thanked the Council and Community for their continued support.

Next, Janelle Yates requested permission to place a new Double-Wide Mobile Home at 108 West Shingler Street. City Manager Hicks stated that the location request is currently in a C-1 Zone, but that a variance had been granted for this type use in the past. City Manager Hicks stated that he had no objection to the variance request. CP Brooks made a motion to approve the zoning variance, allowing the placement of the Double-Wide Mobile Home at 108 West Shingler Street. CP Moye seconded; motion passed.

INTERNAL BUSINESS: Next, the Financial Statements for September 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: City Manager Hicks recommended to authorize the Mayor to enter into agreements and execute all documentation related to an application for the Community Home Investment Partnership Activity (CHIP) for 2019. Further request is made to approve a non-refundable application fee in the amount of \$250.00 to the Georgia Housing and Finance Authority and an application fee of \$500.00 to the Southwest Georgia Regional Commission for development and preparation of the grant program. CP Register made a motion to approve the 2019 CHIP Grant Resolutions, along with the application fees. CP Blanks seconded; motion passed unanimously.

Next, City Manager Hicks stated that based upon the activities related to debris cleanup operations in the City of Donalsonville recommendation is made to authorize the City of Donalsonville to enter into a Memorandum of Understanding with Seminole County, which would allow for the request of proposals for cost recovery, debris hauling, and monitoring services as necessary for the purpose of reporting, compliance, and cleanup from the Hurricane Michael 2018 Disaster Declaration. In any event, contracts would be implemented that would provide for an expedited response to any similar disaster conditions over the next three years. Representatives from Goodwyn Mills Cawood (GMC), Robert Ramsey and Stephen Powell, attended the meeting and briefly explained their services which included cost recovery, debris hauling, and monitoring services. The Mayor and Council then agreed to enter into a Memorandum of Understanding with Seminole County and begin the Request for Proposals (RFP) process.

NEW BUSINESS

NEW BUSINESS: City Manager Hicks recommended to approve Resolution 11-06-18, providing for the updates and amendments to the Human Resources Policy adopted March 6, 2018. The Policy is amended to establish accrual rates for Sick Leave and Personal Leave as follows:

	40 HOUR WEEK	42 HOUR WEEK	48 HOUR WEEK
1-10 years service	Rate	Rate	Rate
	(Hours)	(Hours)	(Hours)
Sick Leave Accrual (per week)	1.85	1.85	1.85
Vacation Leave Accrual (per week)	1.53	1.61	1.84
Maximum Sick Leave as of 5/31	240	252	288
Maximum Personal Leave as of 5/31	80	84	96
10-19 years service	Rate	Rate	Rate
	(Hours)	(Hours)	(Hours)
Sick Leave Accrual (per week)	1.85	1.85	1.85
Vacation Leave Accrual (per week)	2.31	2.42	2.76
Maximum Sick Leave as of 5/31	480	504	576
Maximum Personal Leave as of 5/31	120	126	144
Over 20 years service	Rate	Rate	Rate
	(Hours)	(Hours)	(Hours)
Sick Leave Accrual (per week)	1.85	1.85	1.85
Vacation Leave Accrual (per week)	3.07	3.23	3.69
Maximum Sick Leave as of 5/31	480	504	576
Maximum Personal Leave as of 5/31	160	168	192

CP Blanks made a motion to approve Resolution 11-06-18, providing for the updates and amendments to the Human Resources Policy adopted March 6, 2018, with Mayor Pro Tem Bond seconding. Motion carried.

Next, Communications Director Hatcher gave an update on eDonalsonville activities. Communications Director Hatcher explained some of the damages incurred from Hurricane Michael but stated that within the first week of the storm, the eDonalsonville WiFi system was back online to provide free access at City Hall to residents and contractors. Repairs are still in progress in some areas as some components have been found to be damaged and/or performing below expectations. New Customers are still being installed, both those who have no access from their current provider and those that want a local, cheaper solution for their Internet needs. Lastly Communications Director Hatcher stated that options are still being explored for extended coverage inside the county.

Fire Chief King then gave an update on the Fire Station, stating that repairs to the Ladder Truck had been completed. Chief King stated that the Ladder Truck passed certification and was back in operation. Next, Chief King gave a brief update on the damages that the Fire Station received from Hurricane Michael. Lastly, Chief King noted that the cause for burning structures had increased since the storm.

Next, Police Chief Blue gave an update on the Police Department and stated that there was a new Grant now available regarding the fight against the Meth Epidemic. Lastly, Chief Blue informed the Council that the Donalsonville Police Department would be heading to the City of Colquitt this month to qualifying their firearms.

Public Works Superintendent Gambrell then gave an update on both the Gas and Water Systems, stating that both systems held up during and after Hurricane Michael. Public Works Superintendent Gambrell also praised Georgia Rural Waters for their relief efforts in the days after Hurricane Michael by supplying the Public Works Department with generators. Lastly, Public Works Superintendent Gambrell thanked the Mayor & Council, along with City Manager Hicks for all their efforts in helping the City of Donalsonville get back to regular business.

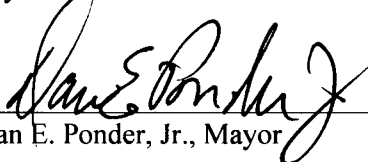
Next, City Manager Hicks gave an update on the following items:

- (1) Relief Efforts Regarding Hurricane Michael-City Manager Hicks gave praise to Georgia Power, the State of Georgia, City of Donalsonville Mayor & Council, GIRMA, and all others involved in the relief efforts regarding Hurricane Michael. The response shown from all has been very positive.
- (2) Health insurance Rate for 2019-Councilperson Register: Overall Health Insurance Rates will only increase less than 1% for 2019. A 15% increase was budgeted.

With there being no further business to come before the Mayor and Council, at 6:43 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 November 6, 2018
meeting of the Mayor and Council of the City of Donalsonville.



Christina Corvers, City Clerk