

City of Donalsonville  
Council Meeting-May 7, 2019

**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 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 Assistant Superintendent Bert Adams, Fire Chief Dean King, Police Chief Woodrow Blue, Communications Director Jeffrey Hatcher, and City Attorney Billy Grantham. Guests present were Donald Martin, Calvin Jackson III, and Beulah Weaver.

Approval of the Agenda: CP Brooks 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 April 2, 2019. CP Smith made a motion to approve the minutes from the April Council Meeting, with CP Blanks seconding. Motion carried.

APPEARANCES: Calvin Jackson III put in a request to appear before the Mayor and Council regarding the Dog Barking Ordinance but was not in attendance at this time. CP Blanks stated that the current Ordinance pertaining to dogs and barking needed to be enforced. City Manager Hicks stated that the Police Chief has received multiple calls regarding the constant barking of Mr. Calvin Jackson III's dogs. After some discussion, the Council agreed that the Dog Barking Ordinance was justifiable, it just needed to be enforced through the City's own forces.

Next, Donald Martin requested permission to use a portion of the Farmer's Market as the collection site for his recycling operations. City Manager Hicks stated that by law the property could only be used for governmental purposes, and therefore could not be used as the collection site for his recycling operations.

INTERNAL BUSINESS: The Financial Statements for March 2019 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 Hurricane Michael Activities which included the following:

- The final pass for C & D Pick-up has started and should be completed by the end of this week. Once the final pass for C & D Pick-up is complete, the City of Donalsonville will resume with implementation of the Special Trash Pickup Policy. After the completion of C & D Pick-Up, another round of vegetative debris Pick-up will begin. The last day for residents to put out C & D storm related materials was May 6, 2019.
- Recently met with Sabrina Moore, Rachel Larratt, and Sherry Buresh regarding implementation of a long-term recovery organization. Efforts for the long-term recovery organization should start around the end of May.

Next, City Manager Hicks stated that the City of Donalsonville's Historical Preservation Board ordinance essentially tracks O.C.G.A. 44-10-24, which requires that the members of the commission 'shall reside within the...jurisdiction', which in this case is Donalsonville. The only exception referred to in 44-10-24 eludes to a circumstance of a joint city-county preservation commission. City Manager Hick stated that the following individuals have requested to be on the Commission:

David Maxwell  
Sheila Williams  
Becky Grantham

After some discussion, CP Brooks made a motion to approve the appointment of David Maxwell, Shelia Williams, and Becky Grantham to serve on the City of Donalsonville's Historical Preservation Board. CP Smith seconded; motion passed.

City Manager Hicks then recommended approving Resolution 05-07-19, providing for the adoption of the FY 19-20 Budget for the City of Donalsonville. A Budget Work Session was held on April 17, 2019 followed by a Called Public Hearing on April 29, 2019.

<u>GENERAL FUND</u>	<u>FY 19-20</u>	<u>FY 18-19</u>	<u>CHANGE</u>
	<u>PROPOSED</u>	<u>FINAL</u>	
	<u>BUDGET</u>	<u>BUDGET*</u>	
Property Taxes	\$ 1,010,054	\$ 1,010,054	\$ -
Motor Vehicle Taxes	78,213	78,213	-
Mobile Home Taxes	3,061	3,061	-
Real Estate Transfers (intangible)	7,241	7,241	-
Franchise Taxes	214,728	212,113	2,615
Local Option Sales Taxes	318,784	291,025	27,759
Malt Beverage/Liquor Tax	92,804	94,048	(1,244)
Business & Occupation Taxes	242,812	219,846	22,966
Penalties & Interest on Taxes	1,000	5,000	(4,000)
Business Licenses & Permits	44,209	46,016	(1,807)
Grant Revenues	65,000	204,642	(139,642)
Public Safety	5,370	4,788	582
Sanitation Fees	545,393	554,815	(9,422)
Fines	71,000	99,765	(28,765)
Confiscated Funds/Forfeitures	10,000	19,900	(9,900)
Interest	33,158	33,158	-
Donations	5,020	5,020	-
Rents	54,830	54,830	-
Miscellaneous	8,058	4,158	3,900
Interfund Transfers	350,000	350,000	-
Sale of Used Equipment	6,000	36,693	(30,693)
<b>Total General Fund Sources</b>	<b>\$ 3,166,735</b>	<b>\$ 3,334,386</b>	<b>\$ (167,651)</b>
Hotel/Motel Tax	28,805	34,874	(6,069)
TSPLOST Sources	374,853	-	374,853
SPLOST Sources	270,404	556,116	(285,712)
Water/Sewer Sources	1,018,641	1,604,400	(585,759)
Gas Fund Sources	817,291	573,144	244,147
Solid Waste Fund Sources	17,434	17,434	-
E-Donalsonville Sources	138,500	146,124	(7,624)
<b>Total Sources</b>	<b>\$ 5,832,663</b>	<b>\$ 6,266,478</b>	<b>\$ (433,815)</b>

<u>USES</u>	<u>FY 19-20</u>	<u>FY 18-19</u>	<u>CHANGE</u>
	<u>PROPOSED</u>	<u>BUDGET</u>	
	<u>BUDGET</u>	<u>FINAL</u>	
City Manager	\$ 126,198	\$ 114,325	\$ 11,873
Elections	1,937	971	966
Administration	547,320	585,711	(38,391)
Municipal Court	60,602	18,294	42,308
Police Administration	1,026,447	1,214,175	(187,728)
Fire Administration	653,569	653,582	(13)
Highways & Streets	331,279	331,242	37
Sanitation	419,383	416,086	3,297

Total General Fund Uses	\$ 3,166,735	\$ 3,334,386	\$ (167,651)
Hotel/Motel Tax	28,805	34,874	(6,069)
TSPLOST Uses	374,853	-	374,853
SPLOST Uses	270,404	556,116	(285,712)
Water/Sewer Uses	1,018,641	1,604,400	(585,759)
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E-Donalsonville Uses	138,500	146,124	(7,624)
<b>Total Uses</b>	<b>\$ 5,832,663</b>	<b>\$ 6,266,478</b>	<b>\$ (433,815)</b>

Mayor Pro Tem Bond made a motion to approve Resolution 05-07-19, providing for the adoption of the FY 19-20 Budget for the City of Donalsonville. CP Moye seconded; motion passed unanimously.

Next, City Manager Hicks then presented the second reading of Ordinance 04-02-19, providing for the enforcement of the Georgia Department of Public Safety Maximum Rate Tariff for Non-Consensual Towing and utilization of the Wrecker Qualification/Rotation List of the Seminole County Sheriff's Department when circumstances require utilization of wrecker services and storage of vehicles as determined by the Donalsonville Police Department. Among the conditions are:

- (1) The Towing Operator must be on the Seminole County Sheriff's rotation list to be placed on the City of Donalsonville's list.
- (2) The Towing Operator must have current applicable license(s) on file with the City of Donalsonville.
- (3) The maximum rates and guidelines established by O.C.G.A. § 44-1-13 and the Georgia Department of Public Safety Rule No. 570-36-03 for non-consensual towing will apply.

After some discussion, CP Blanks made a motion to approve Ordinance 04-02-19, providing for the enforcement of the Georgia Department of Public Safety Maximum Rate Tariff for Non-Consensual Towing and utilization of the Wrecker Qualification/Rotation List of the Seminole County Sheriff's Department when circumstances require utilization of wrecker services and storage of vehicles as determined by the Donalsonville Police Department. CP Moye Seconded; motion carried.

#### **NEW BUSINESS**

**NEW BUSINESS:** City Manager Hicks recommended to authorize the submission of a PlanFirst Program Application that would provide access to funding and permits from various state agencies, statewide recognition of our efforts, and free attendance to any Community Planning Institute event. Among the incentives included are eligibility to apply for CDBG funding every year under certain conditions, a 1% reduction in the interest rate for Employment Incentive, Redevelopment Fund, and Downtown Development Revolving Loan Fund programs as well as a 1/2% reduction in GEFA state loans. CP Blanks made a motion to authorize the submission of a PlanFirst Program Application. CP Smith seconded; motion carried.

Next, City Manager Hicks presented the first reading of Ordinance 05-07-19, providing that no water service shall be constructed, reconstructed, maintained or otherwise established whenever a connection can be made to the city water system. The current sewer regulations provide for this requirement.

City Manager Hicks stated that a request had been made from Councilmember Lindsay Register to request an updated flood study. City Manager Hicks stated that his initial findings are that an individual has the ability to procure such a study at their own expense. Recent experience and discussions with FEMA flood personnel indicate that there is very little interest in relaxing these requirements in view of the recent storm activities. No action was taken.

Next, Calvin Jackson III arrived to the Council meeting at 6:35 PM to address the Council regarding the City's Dog Ordinance. Mr. Calvin Jackson III stated that he feels that he is being wrongfully cited for issues pertaining to his dogs. After much discussion, City Manager Hicks informed Mr. Calvin Jackson III that the Mayor and Council set Ordinances and Resolutions related to the needs of the City of Donalsonville and what is best for its citizens. City Manager Hicks stated that if Mr. Calvin Jackson III has an issue with the citations received he should take it up with the City of Donalsonville's Judge in the Court of Law.

Communications Director Hatcher then gave an update on eDonalsonville activities, along with the systems continued growth. Communications Director Hatcher stated that the application for EBS Spectrum has been filed with the FCC, and we are now awaiting notification from the FCC on whether the City of Donalsonville will have the approval to use the Spectrum. Communications Director Hatcher stated that there is a continued discussion at a State and Federal level of rural broadband and the need for service in these areas. There are several programs being discussed with funding based on grants or combinations of loans/grants. Discussion has been made with the City's USDA representative in hopes to find a program suitable for the eDonalsonville system. Lastly, Communications Director Hatcher informed the Council that the City's phone service provider has developed a product that provides VoIP service to home users. This product is very cost effective and would allow current phone numbers to be ported over with this service.

Next, Fire Chief King gave an update on the Fire Departments recent activity. Fire Chief King stated that he was notified that the Donalsonville Fire Department has been awarded the FireWorks Grant in the amount of \$1,800.00 (1% City Match). Lastly, Fire Chief King noted that he was currently waiting to hear if the Donalsonville Fire Department will be chosen this year for the FEMA Grant.

Police Chief Blue then gave an update on the Police Departments recent activity, which included notification from GIRMA that the Public Safety Grant Program has opened up. If awarded this grant the City could receive up to \$6,000.00. Police Chief Blue also briefly informed the Council of another grant that will be available through the Department of Justice.

Next, Public Works Assistant Superintendent Adams stated that there was no update to report at this time.

City Manager Hicks then gave an update on the following:

- (1) Inquiry to Purchase Post Office Property- Received an inquiry from Brian Finnell from Alexandria, Virginia regarding interest in purchasing the Post Office property. The City currently has a lease with the Post Office that generates over \$30,000.00 per year to the City. The City has spent around \$25,000.00 in repairs and upgrades in addition to Hurricane Michael repairs covered by insurance over the last couple of years but does not expect to spend that amount again any time soon. This property source provides a significant revenue stream to the City of Donalsonville in the amount of \$30,000.00 + a year and would need to be considered in any negotiations if we decide to move forward with the inquiry.
- (2) Census Bureau Activities- Have confirmed space at the Old Fire Station Training room to the Census Bureau for 20 people from August 8-15, 2019 from 8:00 AM- 4:30 PM for Census Training. Also, as a reminder, we will be working to establish Census Committees to promote maximum participation in the count that will start in May 2020.

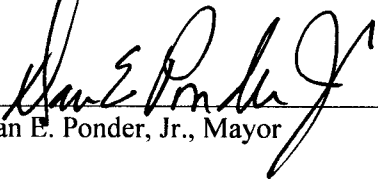
Finally, City Manager Hicks reminded the Council of the following upcoming events:

Council Meeting- June 4, 2019 6:00 PM  
Personal Leave (CM)- May 8-11, 2019  
Police Community Fun Day- May 18, 2019 10:00 AM- 2:00 PM  
Medical Procedure- (CM)- May 22, 2019  
2019 Annual GMA Convention-Savannah, GA June 21-25, 2019

With there being no further business to come before the Mayor and Council, at 7:29 PM, Mayor Pro Tem Bond made a motion to adjourn, with CP Moye making a second; and the motion carried.

ADJOURNED

City of Donalsonville

  
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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 May 7, 2019  
meeting of the Mayor and Council of the City of Donalsonville.

  
\_\_\_\_\_  
Christina Corvers, City Clerk