

City of Donalsonville
Council Meeting-August 6, 2019

Official Minutes

Mayor Pro Tem Ed Bond 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 Pro Tem Ed Bond, CP Mitch Blanks, CP Travis Brooks, CP Mitzy Moye, CP Lindsay Register and CP Flossie Smith. Mayor Dan E. Ponder, Jr. was absent from the meeting. 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 Sarah Avery, David Maxwell, Josephine Woodham, Tracie Beard, Mike Spooner, Brian Harrell, C J Hodge, Gina Fennell, Everette Smith, and James Pelham.

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 July 2, 2019. CP Smith made a motion to approve the minutes from the June Council Meeting, with CP Register seconding. Motion carried.

PUBLIC HEARING: Mayor Pro Tem Bond called for a public hearing on a request from Christopher Thomas LLC for a conditional use permit to construct 12 apartment units on East 2nd Street. City Manager Hicks stated that if approved by the Council, recommendation is made to approve the request subject to approval of the final plans and specifications as required by City Codes and Ordinances. CP Blanks made a motion to approve the conditional use permit request by Christopher Thomas, LLC to construct 12 apartment units on East 2nd Street. CP Moye seconded; motion passed. Public Hearing closed.

APPEARANCES: Sarah Avery with the Chamber of Commerce requested a road closure of Woolfork Avenue on September 14, 2019 for a Community Yard Sale/Art Viewing during the hours of 9:00 AM-2:00 PM. CP Brooks made a motion to approve the street closure pending coordination with the Police Department. CP Smith seconded; motion carried. Lastly, Sarah Avery wanted to remind everyone of the upcoming Harvest Festival scheduled for October 19, 2019.

Next, was the request by Brian Harrell for access of the right-a-way on North Henderson Avenue. Mike Spooner was present to speak on behalf of Brian Harrell as he was running late. After the presentation of the request by Mike Spooner, it was realized that some of the Councilmembers were not familiar with the location of the right-of-way located on North Henderson Avenue. CP Blanks made a motion to recess so that all the Councilmembers could familiarize themselves with the property in discussion. CP Register seconded; motion passed.

At 6:10 PM, Brian Harrell joined the meeting.

At 6:17 PM, the Council returned from the recess.

At 6:18 PM, CP Blanks made a motion to readjourn the Council Meeting with CP Register seconding. Motion passed.

After some discussion, CP Blanks made a motion to deny the street access of the right-a-way on North Henderson Avenue, with CP Smith seconding. AYES: CP Blanks, CP Smith, and CP Register. NAYS: CP Moye and CP Brooks. Motion carried.

PERMITS & LICENSE

City Manager Hicks and Police Chief Blue gave their recommendation on the approval of an On-Premise Wine and Malt Beverage License to Josephine Woodham, dba Jo's Family Restaurant located at 601 W. 3rd Street as all background requirements had been met. CP Brooks made a

motion to approve the On-Premise Wine and Malt Beverage License, with CP Smith seconding. AYES: CP Blanks, CP Moye, CP Register, CP Brooks, and CP Smith. Motion passed.

City Manager Hicks and Police Chief Blue gave their recommendation on the approval of an Off-Premise Wine and Malt Beverage License to Danielle Barnard, dba Mr. Pipp's Inc. located at 408 W. 3rd Street as all background requirements had been met. CP Smith made a motion to approve the On-Premise Wine and Malt Beverage License, with CP Brooks seconding. AYES: CP Blanks, CP Moye, CP Register, CP Brooks, and CP Smith. Motion passed.

INTERNAL BUSINESS: The Financial Statements for June 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:

- After the award of contract on August 6, 2019 for Vegetative debris burning, the work is to be completed by September 15, 2019. The final date to have all work completed is October 12, 2019.
- To date the City of Donalsonville has completed the required documentation to reach the point where we will be ready to receive reimbursement with the debris burning being the last step.
- NRCS representatives are preparing the final documentation as to the scope of the NRCS funding eligibility for the ditch drainage project. It has been determined that the scope can be covered under one agreement. GMC is coordinating the application process.

Next City Manager Hicks recommended to approve an agreement with Burke, Worsham, & Harrell for the engagement of auditing services in the amount of \$27,000.00 per year. The current budget for auditing and bookkeeping professional services is \$37,590.00. This fee will cover the audit as well as any needed consulting services that may be needed from time to time. If services provided are less, the City of Donalsonville will be billed for the actual services provided. The City of Donalsonville paid \$38,742 last year and \$56,063 the prior year for these services. CP Brooks made a motion to approve the agreement with Burke, Worsham, & Harrell for the engagement of auditing services in the amount of \$27,000.00 per year. CP Moye seconded; motion carried.

City Manager Hicks then recommended to appoint Kathleen Barineau to the Downtown Development Authority for the unexpired term of Calvin Arnold ending 12/31/21. CP Smith made a motion to approve the appointment of Kathleen Barineau to the Downtown Development Authority for the unexpired term of Calvin Arnold ending 12/31/21. CP Register seconded; motion passed. Under the newly approved appointment, the current DDA terms are as followed:

Beverly Burke...Current Term: 1/1/18-12/31/21. *Term to expire 12/31/21*
Kathleen Barineau...Current Term: 1/1/18-12/31/21. *Term to expire 12/31/21.*
Billie McLendon...Current Term: 1/1/19-12/31/22. *Term to expire 12/31/22.*
Tori Gravlee... Current Term: 1/1/19-12/31/22. *Term to expire 12/31/22.*
Amy Hornsby...Current Term: 1/1/16-12/31/19. *Term to expire 12/31/19.*
Marsha Bond...Current Term: 1/1/16-12/31/19 *Term to expire 12/31/19.*
Karen Kimbrel... Current Term: 1/1/18-12/31/21. *Term to expire 12/31/21.*

NEW BUSINESS

NEW BUSINESS: City Manager Hicks recommended to award the bid for Disaster Recovery Services to TFR Enterprises, Inc. in the amount of \$2.85 per cubic yard to burn the debris at the Iron City and Seminole County debris sites. The cost will be allocated to all 3 entities and are eligible for full reimbursement. The other valid bid received was from Southern Disaster Recovery, LLC in the amount of \$3.35 per cubic yard. CP Register made a motion to approve awarding the bid for Disaster Recovery Services to TFR Enterprises, Inc. in the amount of \$2.85 per cubic yard to burn the debris at the Iron City and Seminole County debris sites. CP Smith seconded; motion carried.

Next, City Manager Hicks recommended to approve a request for a Street light at the corner of Ditch Alley and Pugh Avenue. The cost is \$20.00 per month. CP Blanks made a motion to approve the Street Light request at the corner of Ditch Alley and Pugh Avenue. CP Register seconded; motion passed.

City Manager Hicks then recommended to approve the request to install a four-way stop sign at the intersection of Martin Luther King, Jr. Drive and Dowling Avenue. City Manager Hicks stated that Police Chief Blue had conducted a traffic study and concurs with the request. CP Register made a motion to approve the request to install a four-way stop sign at the intersection of Martin Luther King, Jr. Drive and Dowling Avenue, with CP Smith seconding. Motion carried.

Next, City Manager Hicks recommended to approve travel expenses for training of the Historical Preservation Board to the Statewide Historical Preservation Conference in Rome, GA on September 18-20, 2019. The registration cost is \$150.00 per person plus meals, transportation and lodging. City Manager Hicks stated that this would be a good follow-up to the local training that will be held on August 15th, 2019. City Manager Hicks also stated that there was a scholarship available for the training, but since the scholarship would be competitive the City would not be guaranteed to receive it as part of the funding for the training. CP Smith made a motion to approve travel expenses, including the registration cost of \$150.00 per person plus meals, transportation and lodging for training of the Historical Preservation Board to the Statewide Historical Preservation Conference in Rome, GA on September 18-20, 2019. CP Register seconded, motion passed.

Communications Director Hatcher then gave an update on eDonalsonville activities, along with the systems continued growth. Communications Director Hatcher stated that the City is working with another provider to engineer a secondary backhaul that will utilize a microwave relay to bypass the fiber issue when cables are damaged. Communications Director Hatcher stated that the application for EBS Spectrum has been filed with the FCC, and we are still waiting on notification from the FCC on whether the City of Donalsonville will have the approval to use the Spectrum. Lastly, Communications Director Hatcher stated discussions for expanded coverage for eDonalsonville are in progress.

Next, Fire Chief King gave an update on the Fire Department, stating that everything had been running smoothly. Chief King stated that the Fire Department was able to burn three houses last week that have been on the schedule to burn for some time now. Funds from the Fireworks Grant have been received and put to use. Chief King also stated that the City of Donalsonville received the Public Safety Grant through GIRMA, and the first set of equipment arrived today that was purchased from the grant funds. Lastly, Chief King stated that the Fire Department completed elevator rescue training two weeks prior and had to put the training to use during an elevator rescue at Three Notch Electric last week.

Police Chief Blue then gave an update on the Police Department, including the recently received Public Safety Grant through GIRMA. Chief Blue stated that the Police Department is in the process of ordering body cameras that will be purchased through the GIRMA grant. Chief Blue also informed the Council of a grant that the Police Department was recently awarded through the Governor of Highway Safety in the amount of \$20,000.00. Chief Blue stated that he was also in the process of purchasing body cameras, which were previously approved in the newly adopted budget, that would interface with the patrol vehicles, as well as the equipment in the office. Chief Blue gave a brief update on the three new recruits that will be graduating the police Academy sometime in September. Lastly, Chief Blue stated that the contractor had begun working on the damages to the Police Department from Hurricane Michael.

Next, Public Works Superintendent Gambrell stated that there was no update to report at this time. CP Register addressed a complaint that he had received from Brenda Register regarding tires that were placed on her property. City Manager Hicks stated that the City sent letters to the property owners regarding the special trash, notifying them that they would be billed accordingly regard the items picked up. The property owners also have the opportunity to remove the special trash themselves before the City removes the trash and charges the assessed fee.

City Manager Hicks then gave an update on the following:

- (1) Fireworks- Below is an excerpt of the Georgia Law regarding the use of fireworks. In effect, shooting of fireworks is permissible from 10:00 AM to 11:59 PM on any given day subject to the City of Donalsonville's noise ordinance provisions. The time is extended to 1:00 AM on New Year's Day. Special use permits can be required.
 1. On any day beginning at the time of 10:00 AM and up to and including the ending time of 11:59 PM; unless during such times the noise from such use or ignition is not in compliance with a noise ordinance of a county or municipal corporation as provided for in subsection (c) of this Code section, except as otherwise provided for under this subparagraph; provided, however, that a county or municipal corporation may additionally require the issuance of a special use permit pursuant to subparagraph (D) of this paragraph for use or ignition;
 2. On January 1, the last Saturday and Sunday in May, July 3, July 4, the first Monday in September, and December 31 of each year after the time of 10:00 AM and up to and including the time of 11:59 PM.; and
 3. On January 1 of each year beginning at the time of 12:00 Midnight and up to and including the ending time of 1:00 AM.
- (2) City/County Dispatcher (E-911) Agreement- City Attorney Grantham has prepared the document to facilitate the County taking over our dispatch operations and has sent the document to the County for review. In effect, the City will pay for two positions that will be under the responsibility of the County. The agreement is now under review by the County Attorney.
- (3) Request to Donate Property to City- Mike Moulton approached the City on behalf of Amanda Kae Moulton inquiring about donating property to the city located on Spring Street. The property has a road that is currently maintained by the City that encircles it and has City Utilities that are located on the property. Annual City Taxes are \$16.06. The Council were all in agreeance for City Attorney Grantham to move forward with the property transfer to be placed on the September Agenda.
- (4) GMA 2019 Safety Grant- A grant award of \$5,175 under the Property and Liability Fund, which the City is a member of, will be given to us as a part of the 2019 GMA Safety Grant.
- (5) City Code Update- Changes have been submitted for legal review. It is anticipated that the City should have a final draft in September. We will allow for your review of the code then we will start the formal approval process.

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

Training for Census Workers: August 8-15, 2019 Beall Center 8:00 AM to 4:30 PM
 Training for Historical Preservation Board: August 15, 2019 Fire Station Training Room 11:00 AM
 Council Meeting: September 3, 2019 6:00 PM
 Disaster Response & Recovery Training: Various Locations September 9-12, 2019 9:00 AM-1:30 PM
 GMA Small Cities Conference: August 29, 2019 Pine Mountain City Hall 4:00 PM-8:00 PM

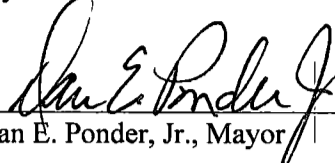
David Maxwell then went on record to congratulate City Clerk Covers and her staff on how smooth and efficient this year's City Tax Sale went.

CP Blanks made a request to add the collection/consolidation of the excess property the City has not been able to collect on to the September Agenda.

With there being no further business to come before the Mayor and Council, at 7:07 PM, CP Smith made a motion to adjourn, with CP Register making a second; and the motion carried.

ADJOURNED

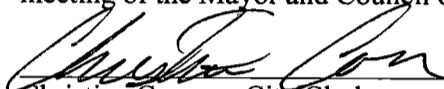
City of Donalsonville



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 6, 2019
meeting of the Mayor and Council of the City of Donalsonville.



Christina Corvers, City Clerk