

City of Donalsonville
Council Meeting-September 3, 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. Boy Scouts Troop members Coltin Alday and Cullen Hicks then lead everyone 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, Assistant Public Works Superintendent Bert Adams, Fire Chief Dean King, Police Chief Woodrow Blue, Communications Director Jeffrey Hatcher, and City Attorney Billy Grantham. Guests present were Sarah Avery, David Maxwell, C J Hodge, Landin Thompson, Coltin Alday, Cullen Hicks, Dillon Alday, Kayci Alday, David Isom, and Karla Johnson.

Approval of the Agenda: Mayor Pro Tem Bond 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 6, 2019. CP Smith made a motion to approve the minutes from the August Council Meeting, with CP Moye seconding. Motion carried.

APPEARANCES: Sarah Avery with the Chamber of Commerce gave an update on the upcoming Donalsonville Home and Business Expo to be held on September 24, 2019 at the Beall Center from 4:00 PM-7:00 PM. Sarah Avery reminded the Council of the upcoming Harvest Festival set for October 19, 2019 and requested street closures for the normal Parade Route and the downtown area. CP Blanks made a motion to approve the street closures pending coordination with the Police Department. CP Moye seconded; motion carried.

Next, David Isom requested permission to place a used Double-Wide Mobile Home at 828 E. Plain Street. The current zoning allows for trailer parks subject to compliance with City Codes. City Manager Hicks stated that if the request is approved the unit will be required to adhere to City Codes. CP Moye made a motion to approve the request to place the used Double-Wide Mobile Home at 828 E. Plain Street subject to accordance of City Code. CP Smith seconded; motion passed.

INTERNAL BUSINESS: The Financial Statements for July 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 recommended to approve a Memorandum of Understanding between the City of Donalsonville and the Seminole County E-911 Communication Services, to include the funding of 2 dispatchers to be added to the E-911 Communications Division so that all Emergency Communications will be handled from one central location. CP Moye made a motion to approve a Memorandum of Understanding between the City of Donalsonville and the Seminole County E-911 Communication Services regarding dispatching for Emergency Communication. CP Brooks seconded; motion carried.

Next, City Manager Hicks stated that the Agenda item to accept a donation of property by Mike Moulton/Amanda Kaye Moulton was not ready yet for approval and was still pending legal documentation. CP Register made a motion to table the Agenda item regarding the donation of property by Mike Moulton/Amanda Kaye until legal documentation was complete. CP Smith seconded; motion passed.

City Manager Hicks then recommended to appoint Sarah Avery to the Downtown Development Authority to replace the unexpired-term of Karen Kimbrell ending 12/31/21. CP Smith made a motion to approve the appointment of Sarah Avery to the Downtown Development Authority to

replace the unexpired-term of Karen Kimbrell ending 12/31/21. CP Moye 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.*
Sarah Avery... Current Term: 1/1/18-12/31/21. *Term to expire 12/31/21.*

NEW BUSINESS

NEW BUSINESS: City Manager Hicks stated a request had been made by the Southwest Georgia Regional Library System to appoint Billie Lee McLendon to the Library Board to replace Megan Baldwin, whose term expires June 30, 2022. CP Brooks made a motion to appoint Billie Lee McLendon to the Southwest Georgia Regional Library System Board for the City of Donalsonville. CP Register seconded; motion passed unanimously.

Next, City Manager Hicks introduced Ordinance 09-03-19 providing for the adoption of a new Code of Ordinances for the City of Donalsonville. Ordinances enacted before May 7, 2019 not included in the new Code or recognized and continued in force by reference therein, are repealed. Penalties for violation of the Code are outlined. City Manager Hicks stated that a call for consideration will be on the Agenda at the next regular meeting scheduled on or about October 1, 2019 as duly advertised. No action taken.

City Manager Hicks then recommended to approve a request to install a street light by Georgia Power on a pole located at or near 1000 S. Newcombe Avenue. The monthly cost is \$10.67. CP Brooks made a motion to approve the street light request located at or near 1000 S. Newcombe Avenue. Mayor Pro Tem Bond seconded; motion carried.

Next, City Manager Hicks recommended the purchase of four additional computers, three laptops, and a monitor. The total cost is \$7,610.50 and can be added to our financing package with Dell for four payments at \$2,114.69. These were additional needs that were identified in our updating process for the City's Information Technology Operations. CP Blanks made a motion to approve the purchase of four additional computers, three laptops, and a monitor in the amount of \$7,610.50. CP Moye seconded; motion passed.

City Manager Hicks stated that the Agenda item regarding the review/consideration for purchase of delinquent tax properties was placed on the agenda in error. CP Brooks made a motion to delete the Agenda item regarding the review/consideration for purchase of delinquent tax properties. CP Register seconded; motion carried.

Next, City Manager Hicks recommended to adopt Resolution 09-03-19 providing for the appointment of Joseph Herbert "Bert" Adams to the position of Public Works Superintendent effective November 1, 2019. CP Brooks made a motion to adopt Resolution 09-03-19 providing for the appointment of Joseph Herbert "Bert" Adams to the position of Public Works Superintendent effective November 1, 2019, with Mayor Pro Tem Bond seconding. Motion passed.

City Manager Hicks then recommended to approve the annual contract to the Donalsonville-Seminole County Chamber of Commerce for the year beginning June 1, 2019 and ending May 31, 2020 in an amount not to exceed \$37,080.00. The funding breakdown for the term of the contract is as follows:

\$30,200.00 - General Funding to include annual dues (Items 1 through 5)
4,000.00 - Economic Development Assistance (Item 6)
2,880.00 - Events (Item 7)
\$37,080.00 – Total

CP Register made a motion to approve the annual contract to the Donalsonville-Seminole County Chamber of Commerce for the year beginning June 1, 2019 and ending May 31, 2020 in an amount not to exceed \$37,080.00. CP Moye seconded; motion passed.

Next, Communications Director Hatcher gave an update on eDonalsonville activities, along with the systems continued growth. Communications Director Hatcher stated that the City is still working with another provider to engineer a secondary backhaul that will utilize a microwave relay to bypass the fiber issue when cables are damaged. Hopefully, this process will be finalized by the next Council Meeting. 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 that eDonalsonville has been approached by an outside company requesting an enterprise-level connection which if finalized could give eDonalsonville the opportunity to expand coverage in another area and increase the subscriber base.

Fire Chief King then gave an update on the Fire Department, stating that everything had been running smoothly and the firefighters are in the process of completing Hazmat Training. Chief King stated that the Fire Department was currently awaiting the names of the 2018 FEMA Grant recipients in hopes that they would be awarded funding for a new Breathing Air Compressor. Chief King informed the Council that the Donalsonville Fire Department had received forty smoke alarms from the American Red Cross and stated that the smoke alarms are available to anyone in need of a smoke detector. Lastly, Chief King gave an update on the Lattie Collins Memorial which was put on hold due to Hurricane Michael. After some discussion, Chief King stated he would reach out to the family of Lattie Collins and coordinated a date to present the Memorial.

Next, Police Chief Blue gave an update on the Police Department, which included a brief update on the new radio system that was recently installed. Police Chief Blue also stated that his Officers have been participating in different training programs to update training exercises.

Public Works Superintendent Gambrell gave his appreciation to the Council on accepting the recent appointment of Bert Adams as the new Public Works Superintendent.

City Manager Hicks then gave an update on the following:

- (1) Public Works Schedule- After researching the request to change the work hours for Public Works employees, recommendation will be made to develop a plan, working with the Public Works Superintendent and "Sanitation Supervisor", to adjust the hours during the summer work season due to heat issues.
- (2) Youth Council- Representatives from ABAC/Chamber of Commerce are scheduled to be at the October meeting to discuss implementation of a Youth Council.
- (3) GMA Rural Broadband Summit-October 2, 2019 Warner Robbins, GA (10:00 AM-3:30 PM)- The Mayor has been asked to participate in a panel discussion on rural broadband at the GMA Rural Broadband Summit on October 2, 2019 in Warner Robbins, GA. Consider changing the October 1 council meeting to earlier in the day (or another day) to allow travel for the Mayor, Jeff, and the City Manager to travel that night as they will need to be available by 9:30 AM. After some discussion, CP Moye made a motion to change the October Council meeting from October 1, 2019 at 6:00 PM to October 8, 2019 at 6:00 PM. Mayor Pro Tem Bond seconded; motion passed.
- (4) Survey Crew: Drainage Project- Survey crew work in Mortgage Hill area has been completed. A tentative layout will be available in the next two weeks for the proposed drainage project in the Mortgage Hill area.
- (5) Debris Removal Issues- As we are still dealing with cleanup issues, we have run into situations where persons are claiming debris is not theirs if it apparently has been placed on adjoining or in proximity to their property. We have no recourse but to hold property owners responsible for the cleanup of their property even if someone else put the debris on the property. In this situation we propose to take the following steps:

1. Dumping on another's property is illegal. If a property owner declares that the debris is not placed there by the property owner or resident, we will ask the property owner if it is known who did the illegal dumping. If it is known, we will attempt to contact the party who placed the debris on the property and provide the opportunity to remove the materials or pay the bill if the City has already removed the debris. If party refuses to take action, the party will be subject to legal actions up to and including court.
2. If the property owner or resident does not know who placed the debris on the property, we will require that a police report be filed. We will suspend any billings to the property owner or resident until the investigation is complete. If it is determined who placed the debris at the location, we will give the person the opportunity to remove the materials or pay the city if the debris has already been removed by the City before any legal action is taken. If we are unable to determine who placed the property on the premises, the owner will be deemed to be responsible for the cleanup under the City's nuisance ordinance provisions.

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

Council Meeting: October 8, 2019 6:00 PM

Disaster Response & Recovery Training: Various Locations September 9-12, 2019 9:00 AM-1:30 PM

Community Yard Sale/Art Mart September 14, 2019

Donalsonville Home and Business Expo September 24th, 2019. (Beall Center 4:00 PM-7:00 PM)

GMA Rural Broadband Summit-October 2, 2019 Warner Robbins, GA 10:00 AM-3:30 PM

Harvest Festival October 19, 2019

ICMA Conference (City Manager) Nashville, TN October 19-22, 2019

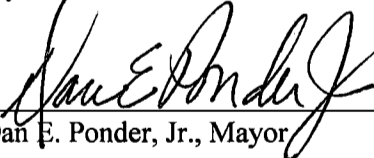
At 7:14 PM, CP Blanks made a motion to go into Executive Session regarding a personnel matter. CP Moye seconded; motion carried.

At 7:32 PM, Mayor Pro Tem Bond made a motion to come out of Executive Session, with CP Moye seconding. Motion passed.

With there being no further business to come before the Mayor and Council, at 7:34 PM, CP Blanks 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 September 3, 2019
meeting of the Mayor and Council of the City of Donalsonville.



Christina Corvers, City Clerk