

City of Donalsonville
Council Meeting-November 5, 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 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, and CP Lindsay Register. CP Flossie Smith was absent. Staff present were City Manager Steve Hicks, City Clerk Christina Corvers, Public Works Superintendent Bert Adams, Fire Chief Dean King, Police Chief Woodrow Blue, Communications Director Jeffrey Hatcher, and City Attorney Billy Grantham.

Approval of the Agenda: CP Blanks made a motion to approve the Agenda, with CP Register seconding. Motion passed. Next, the approval of the minutes from the Council Meeting held on October 8, 2019. Mayor Pro Tem Bond made a motion to approve the minutes from the October Council Meeting, with CP Moye seconding. Motion carried.

APPEARANCES: Virginia Harrison with the DDA gave an update on the 2nd Annual BBQ Cook-Off set for Saturday April 4, 2020, to include over 40 teams. Virginia Harrison also stated that a Steak Cook-Off is also in the process of being organized. Lastly, Virginia Harrison mentioned the clean-up process of 1st Street and enforcing any code violations. After some discussion, Mayor Ponder and City Manager Hicks stated that they are open to any suggestions and are willing to speak to the property owners personally in order to get 1st Street back to a more appealing appearance.

Next, Sarah Avery with the Chamber of Commerce gave an update on the upcoming annual Harvest Festival/Spirit of Christmas Parade to be held on December 7, 2019. The Harvest Festival festivities will begin at 2:00 PM with the Spirit of Christmas Parade beginning at 6:00 PM. Sarah Avery requested street closures for the normal Parade Route and the downtown area during the Harvest Festival/Spirit of Christmas Parade. CP Blanks made a motion to approve the street closures pending coordination with the Police Department. CP Register seconded; motion carried. Lastly, Sarah Avery requested \$1,000.00 from the City of Donalsonville to help with the funding of the downtown Christmas Lights to be put in the Oak Trees along 2nd Street. City Manager Hicks requested to table the item until he could further review the request.

INTERNAL BUSINESS: The Financial Statements for September 2019 were presented and reviewed with comments made by City Manager Hicks on the current status, along with discussion on the three-month analysis.

NEW BUSINESS

NEW BUSINESS: City Manager Hicks stated that a request had been made to change the Christmas Holiday Schedule. Currently the Holiday Schedule has the City of Donalsonville closing December 24-25, 2019 and reopening on December 26, 2019. The change would be to close at noon on December 24, 2019 and remained closed December 25, 2019 and December 26, 2019. If approved the City of Donalsonville would open back up on Friday December 27, 2019. After some discussion, CP Blanks made a motion to close at noon on December 24, 2019 and remained closed December 25, 2019-December 26 2019. CP Moye seconded; motion carried.

Next, City Manager Hicks stated that the City has been informed that the Health Insurance rates will increase by 11% effective January 1, 2020. This will result in a net increase to the budget of \$14,463.00. City Manager Hicks recommended to increase the employee participation rate from \$9.47 per week to \$9.95 per week. CP Moye made a motion to approve the increase for the employee participation rate for Health Insurance from \$9.47 per week to \$9.95 per week. Mayor Pro Tem Bond seconded; motion passed.

City Manager Hicks then recommended to authorize a 3% salary increase, as budgeted, to all City of Donalsonville Employees effective January 1, 2020. CP Moye made a motion to approve a 3% salary

increase, as budgeted, to all City of Donalsonville Employees effective January 1, 2020. CP Register seconded. Motion carried.

Next, Communications Director Hatcher gave an update on eDonalsonville activities, along with the systems continued growth. Communications Director Hatcher stated that the City is continuing to work on projects to provide enterprise-level connections to the industry. Communications Director Hatcher stated that options are still being discussed for spectrum, one of which will be available during the first quarter of 2020. Following up on a suggestion from the September Council Meeting, Communications Director Hatcher provided the Mayor and Council with an updated flyer that will be distributed to customers as a means of advertisement.

Fire Chief King then gave an update on the Fire Department, stating that everything had been running smoothly. Chief King gave an update on the FEMA Air Compressor Grant stating that unfortunately the Donalsonville Fire Department was not one of the recipients of the grant this year. Chief King stated that the grant would reopen in December and requested permission to re-apply. CP Moye made a motion to approve the application process for the FEMA Air Compressor Grant. CP Blanks seconded; motion carried.

Next, Police Chief Blue gave a brief update on the Police Department and requested permission to apply for the Bullet Proof Vest Grant which would pay 50% of the total cost of the vests. CP Register made a motion to approve the application process for the Bullet Proof Vest Grant. CP Brooks seconded; motion passed.

Public Works Superintendent Adams stated that daily activities have been running smoothly, and that the Public Works Department has been transitioning very well since taking over the department. CP Blanks commended Public Works Superintendent Adams on the recent street sweeping of downtown.

City Manager Hicks then gave an update on the following:

- (1) Request to Assist County with Debris Removal: Received a request from Seminole County to assist with debris removal on certain State and County roads. Director Adams has reviewed the request and indicates that it is something that the City of Donalsonville can handle. The County will reimburse the City for all labor and equipment cost. Mayor Pro Tem Bond made a motion to approve the request from Seminole County to assist with debris removal on certain State and County roads. CP Brooks seconded; motion carried.
- (2) TSPLOST Project Bids: Bids will be received for Phase 1 of the TSPLOST Project on December 5, 2019. The estimate cost is \$350,000.
- (3) APGG Gas Line Project: A meeting was held today with APGG representatives to discuss the extension of a Gas Line. The project cost is estimated at \$291,000-\$350,000 and will be an 8-9 year payback for the City of Donalsonville. The City is also pursuing grant funding for this project.
- (4) Need for 2020 Census Workers: The City has been requested to get the word out that workers are needed to do door-to-door contacts to obtain Census information.

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

Veterans Day-November 11, 2019

Teleconference-Windstream (Telecommunication Services) November 6, 2019 2:30 PM

Video Conference-Windstream (Broadband services) November 11, 2019 10:00 AM

Thanksgiving Holidays-November 28-29, 2019

City Council Meeting-December 3, 2019 6:00 PM


Harvest Festival (Rescheduled)/Spirit of Christmas Parade-December 7, 2019

Cities Untied Summit (formerly Mayors Day)-January 24-27, 2020

With there being no further business to come before the Mayor and Council, at 6:47 PM, Mayor Pro Tem Bond made a motion to adjourn, with CP Register making a second; and the motion carried.

ADJOURNED

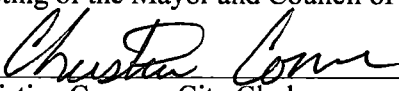
City of Donalsonville



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 November 5, 2019
meeting of the Mayor and Council of the City of Donalsonville.



Christina Corvers, City Clerk