

City of Donalsonville  
Council Meeting-February 4, 2020

**Official Minutes**

Mayor Pro Tem Ed Bond called the Public Hearing to order at 6:00 PM in the Council Chambers at City Hall. Councilmembers present for the meeting included, Mayor Pro Tem Ed Bond, CP Mitch Blanks, CP Mitzy Moye, CP Flossie Smith, and CP Lindsay Register. Mayor Dan E. Ponder, Jr, and Councilmember Travis Brooks were absent. Staff present were City Manager Steve Hicks, Public Works Superintendent Bert Adams, Fire Chief Dean King, Police Chief Woodrow Blue, Communications Director Jeffrey Hatcher, and City Attorney Billy Grantham. City Clerk Christina Corvers was absent.

City Manager Hicks stated that the purpose of the Public Hearing was to receive public input and comments regarding the application for rezoning at 600 South Friendship Avenue to Industrial. The property is currently zoned General Residential (RB) and allows a combination of Residential and Business use. The property is owned by Wade and Benjamin Spooner and adjoins property they own that is zoned Industrial.

With there being no discussion regarding the application for rezoning at 600 South Friendship Avenue to Industrial, the meeting adjourned at 6:02 PM.

Mayor Pro Tem Ed Bond then called the regular Council Meeting to order at 6:02 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 Pro Tem Ed Bond, CP Mitch Blanks, CP Mitzy Moye, CP Flossie Smith, and CP Lindsay Register. Mayor Dan E. Ponder, Jr, and Councilmember Travis Brooks were absent. Staff present were City Manager Steve Hicks, Public Works Superintendent Bert Adams, Fire Chief Dean King, Police Chief Woodrow Blue, Communications Director Jeffrey Hatcher, and City Attorney Billy Grantham. City Clerk Christina Corvers was absent.

Approval of the Agenda: CP Smith 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 January 7, 2020. CP Blanks made a motion to approve the minutes from the January Council Meeting, with CP Smith seconding. Motion carried.

APPEARANCES: David Maxwell gave an update on the Downtown Development Authority/BetterWay Initiative. David Maxwell stated that the "Get Fired up Art Exhibition" is scheduled for April 24-25, 2020. This will be the first fundraiser to kick off raising funds for the Old Fire Department Museum. David Maxwell also stated that work to clean out the old Lion's Hall building will begin February 5, 2020 with the construction completion date for the new Lion's Hall set for the Centennial Celebration in October 2020. Lastly, David Maxwell requested permission to present a drawing to the City Council at the March Council Meeting regarding the re-landscaping/re-design/re-naming of the City Park located beside the Lion's Hall. CP Moye made a motion to allow David Maxwell to present to the Council on behalf of the Downtown Development Authority/BetterWay Initiative a drawing of the re-landscaping/re-design/re-naming of the City Park located beside the Lion's Hall. CP Register seconded; motion passed.

Next, Sarah Avery gave an update on the Chamber of Commerce, stating that they had a great turnout for this year's Annual Chamber Banquet despite the location changes. Sarah Avery noted that this coming Thursday will be the Farmers Market Appreciation lunch to be held at the Friendship United Methodist Church beginning at 11:30 AM. The Chamber of Commerce is hosting a Highschool Bass Tournament to be held on February 22, 2020, and 50/50 raffle tickets are currently being sold to help fund the event. The event will take place at Reynolds Landing/Big Jim's. Lastly, Sarah Avery gave an update on the upcoming Annual Chamber of Commerce Rodeo to be held on March 20-21, 2020.

INTERNAL BUSINESS: The Financial Statements for December 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 stated that a committee of three, City Manager Hicks, City Clerk Covers, and Communications Director Hatcher, reviewed and scored proposals for Engineering Services related to the proposed CDBG Project. City Manager Hicks stated that the fees are quoted at 9% for design and engineering cost and 3% for construction oversight. CP Moye moved that based upon a review of the proposals received, the scoring criteria on the scoring worksheets, and following discussion of the proposals, the City of Donalsonville hire Watkins & Associates as Engineering Consultants to design, and to complete the CDBG Projects for the City of Donalsonville as proposed. CP Blanks seconded; motion passed unanimously.

City Manager Hicks stated that a committee of three, City Manager Hicks, City Clerk Covers, and Communications Director Hatcher, reviewed and scored proposals for Administrative Services related to the proposed CDBG Project. City Manager Hicks stated that the fees are quoted at \$20,000 for Administrative Services. CP Register moved that based upon a review of the proposals received, the scoring criteria on the scoring worksheets, and following discussion of the proposals, the City of Donalsonville hire Bob Roberson & Associates as Administrative Consultants to design, and to complete the CDBG Projects for the City of Donalsonville as proposed. CP Smith seconded; motion passed unanimously.

## NEW BUSINESS

NEW BUSINESS: City Manager Hicks recommended to adopt Resolution 02-04-20 providing for authorization for the Mayor to execute documents to obtain a Letter of Credit from Georgia Community Bank for the purpose of securing a loan from Three Notch Electric Membership Corporation for construction of the new Fire Station. The current balance is \$210,000. The original commitment was \$300,000 secured by a Letter of Credit from Ameris Bank. CP Smith made a motion to approve Resolution 02-04-20 providing for authorization for the Mayor to execute documents to obtain a Letter of Credit from Georgia Community Bank for the purpose of securing a loan from Three Notch Electric Membership Corporation for construction of the new Fire Station. CP Blanks seconded; motion carried.

Next, City Manager Hicks recommended to enter into a Statewide Mutual Aid and Assistance Agreement with the Georgia Emergency Management Agency and Homeland Security for the provision of mutual aid assistance and reimbursement of costs incurred by the parties in emergencies. CP Register made a motion to enter into a Statewide Mutual Aid and Assistance Agreement with the Georgia Emergency Management Agency and Homeland Security for the provision of mutual aid assistance and reimbursement of costs incurred by the parties in emergencies. CP Smith seconded; motion passed.

City Manager Hicks then introduced Ordinance 02-04-20 providing for the rezone of property owned by Benjamin C. Spooner and Wade G. Spooner located at 600 South Friendship Avenue containing approximately 12 acres from RB (General Residential) to M (Industrial). Consideration of the request will be taken at the regular City Council meeting scheduled for March 3, 2020.

Next, City Manager Hicks stated that the following streetlight requests have been made:

- (1) Across from 305 Alexander Avenue (Georgia Power)
- (2) Near intersection of Alexander Avenue and Martin Luther King Drive (Georgia Power)
- (3) Intersection of 7<sup>th</sup> Street and S. Friendship Avenue (Three Notch Electric)
- (4) Entrance to Friendship Apartments on S. Friendship Avenue (Three Notch Electric)
- (5) Curve of S. Friendship Avenue (Three Notch Electric)

City Manager Hicks stated that confirmation has not yet been made regarding installation availability from Georgia Power or Three Notch Electric. City Manager Hick recommended to authorize pending confirmation of availability and ability to locate the lights at the requested sites. CP Blanks made a motion to authorize the above stated streetlight request pending confirmation of availability and ability to locate the lights at the requested sites. CP Register seconded; motion carried.

Communications Director Hatcher then gave an update on edonalsonville activities, along with the systems continued growth. Communications Director Hatcher stated that the City of

Donalsonville received a Visionary City Award at the Georgia Municipal Association Meeting in Atlanta last month. The vision of the City of Donalsonville Council in forming edonalsionville to meet the needs of local citizens was acknowledge during the meeting held in Atlanta. Edonalsionville will also be featured in the February issue of Georgia Trends Magazine for the project and its accomplishments. Communications Director Hatcher also stated that spectrum option was still on-track with the FCC's recent approval of administrators for the CBRS spectrum.

Next, Fire Chief King gave an update on the Fire Department, stating that the department recently completed the Georgia Firefighters Standards & Training Council Audit and all the necessary requirements were in order. Chief King also stated that they recently closed out the FEMA Grants the department received, which will allow the department to be eligible for future grants. Chief King stated that the department was also in the process of preparing for their ISO Audit scheduled for next month. Lastly, Chief King stated that on February 15, 2020 the old School Board Building will be demolished.

Police Chief Blue then gave a brief update on the Police Department and stated that they were currently working on some early planning for the Annual Police Memorial Celebration. Lastly, Chief Blue stated that they were still in the process of updating their Policies, which will allow the department to better receive necessary certification.

Next, Public Works Superintendent Adams stated that the department was needing the Mayor and Council, and Emergency Management to complete the Natural Gas Inspection form on Public Awareness. Public Works Superintendent Adams handed out the form and requested the Officials to complete by the following week.

City Manager Hicks then gave an update on the following:

- (1) Additional Stop Sign-S. Woolfork Avenue and W. 6<sup>th</sup> Street: Due to a recent court ruling, the City placed an additional stop sign at the intersection of S. Woolfork Avenue and West 6<sup>th</sup> Street due to the width of the street. This set-up corresponds to the GDOT signs at the other end of the street (S. Tennille and West 6<sup>th</sup>)
- (2) Project Closeout-Water Improvements Project: Public Works Superintendent Adams conducted an inspection with the contractor to address the final work on the punch list for the Water Improvements Project. The contractor agreed to make the requested repairs. We are still holding \$33,000 from the final payment until repairs are complete.
- (3) Gas Project Update: The project is pending receipt of the final proposed route map and approval from one of the parties who will need to provide an easement.
- (4) 1<sup>st</sup> Street Cleanup Project: The DDA has organized efforts to assist with the clean-up on 1<sup>st</sup> Street and other areas. Volunteers were recruited, including the Boy Scouts, to start the cleanup on February 1<sup>st</sup>. Other areas will be covered. The City will assist with the pickup for materials placed at the right-of-way. The City has also arranged for a vendor who will pick up the scrap metal from our location and transport it to a disposal site. Any proceeds from the sale of this will be split 50/50 with the City. The City has been paid for items already picked up. A trailer will also be placed at our Public Works Department for future items.
- (5) NRCS Project Update: The work was completed January 30, 2020. The City will start the process to seek reimbursement for the project this week.
- (6) CDBG DR Projects: Met with DCA Representative today who informed us that HUD is releasing \$40 million to local governments in twenty Southwest Georgia counties. Requests must be associated with issues created by Hurricane Michael. The City is working on a list that will include additional drainage and street improvements, and fixed generators. Housing is a major focus of the funding if the City can identify the needs. Businesses can also be eligible for low interest loans.
- (7) Paving Project: Oxford Construction Company will begin work on the Street Resurfacing and Improvements Project on Monday. A portion of the project is to widen the exit for the Fire Truck to turn on to Tennille Avenue. The

work may also require extensive work to repair the infrastructure under the driveway. Cherry Street is also included in this project phase. The City will have to close Cherry Street for a day or two to do the work but will notify businesses when a date has been determined to complete the work.

- (8) Site Review-Georgia Firefighters Standards & Training Council:  
Congratulation to Chief King and the Donalsonville Fire Department for the results from their recent site review. An excerpt from the letter sent by David Trussell, Compliance & Evaluation Manager, is as follows:

“I thank you for your cooperation during your recent site review. You and your entire Department are to be Commended on their attention to detail, organization and maintaining of the department’s Training records and documentation.

Your Station and Engine met all requirements.

Proof of Workers Compensation Insurance received.

Proof of Cancer Insurance received.

Annual Pump Service Test received.”

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

DCA Disaster Recovery Funding Seminar-February 5, 2020 Bainbridge City Hall 10:00 AM

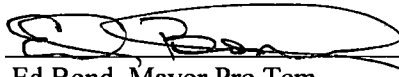
USDA Broadband Workshop-February 19-20, 2020 Atlanta, GA (City Mgr. & Comm Dir)

City Council Meeting- March 3, 2020 6:00 PM

With there being no further business to come before the Mayor and Council, at 7:00 PM, CP Blanks a motion to adjourn, with CP Register making a second; and the motion carried.

ADJOURNED

City of Donalsonville



Ed Bond, Mayor Pro Tem

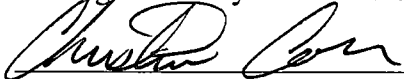
Attest and Certification:

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 February 4, 2020

meeting of the Mayor and Council of the City of Donalsonville.



Christina Corvers, City Clerk