

City of Donalsonville  
Council Meeting-June 15, 2020

**Official Minutes**

Mayor Ron Johnson, Jr. called the Public Hearing to order at 6:00 PM in the Council Chambers at City Hall. Councilmembers present for the meeting included, Mayor Ron Johnson, Jr., Mayor Pro Tem Ed Bond, CP Mitch Blanks, CP Moses James, Jr., CP Flossie Smith, CP Travis Brooks, and CP Lindsay Register. 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.

City Manager Hicks stated that the purpose of the Public Hearing was to receive public input and comments regarding the request to close a section of North Morris Street from 1<sup>st</sup> Street to the Railroad Crossing. The Council requested written comments from the public regarding this issue. City Manager Hicks stated that no written comments were received.

With there being no discussion regarding the request to close a section of North Morris Street from 1<sup>st</sup> Street to the Railroad Crossing, the Public Hearing adjourned at 6:02 PM.

Mayor Ron Johnson, Jr. called the meeting to order at 6:02 PM in the Council Chambers at City Hall. After which Mayor Ron Johnson, Jr. gave the invocation, then all joined in the Pledge of Allegiance to the United States of America. Councilmembers present for the meeting included, Mayor Ron Johnson, Jr., Mayor Pro Tem Ed Bond, CP Mitch Blanks, CP Moses James, Jr., CP Flossie Smith, CP Travis Brooks, and CP Lindsay Register. 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: 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 Teleconference Council Meeting held on May 5, 2020. CP Smith made a motion to approve the minutes from the May Teleconference Council Meeting, with CP Register seconding. Motion carried.

APPEARANCES: Virginia Harrison gave an update on the Downtown Development Authority and stated that the Authority was recently awarded a USDA Grant in the amount of \$100,000.00. This will allow the Downtown Development Authority to purchase another building at 120 East 2<sup>nd</sup> Street, renovate the building and rent it out to a local business that needs additional space. Virginia Harrison also stated that with assistance from Three Notch Electric, the Downtown Development Authority will also be able to purchase the building at 205 East 2<sup>nd</sup> Street, renovate and rent the building out to the business owner that currently rents the building. Virginia Harrison stated that with the purchase of these additional building, the Authority will own a total of three buildings downtown. Virginia Harrison requested assistance from the City in helping reduce the cost associated with insuring buildings. After some discussion, City Manager Hicks stated he would look into options that might help reduce the cost to insure the buildings for the Downtown Development Authority. Next, Virginia Harrison stated that she was currently working with someone to bring another fair to Donalsonville. After some discussion, City Manager Hicks stated the City has a lease agreement on file and directed the fair owner to contact the City to discuss terms for use of the property. Lastly, Virginia Harrison informed the Council that the annual BBQ Festival has been rescheduled to October 31, 2020.

Next, Sarah Avery gave an update on the Chamber of Commerce. Sarah Avery first congratulated newly elected Mayor Ron Johnson, Jr. and requested a meeting with him at his convenience. Sarah Avery then gave an update on the new Rural Zone Application that the Chamber of Commerce will be submitting this summer, which will include a newly developed Downtown Strategic Plan. City Manager Hicks stated that once the application is ready, he will submit it to the Council for review. Next, Sarah Avery informed the Council of a local Merchant that is interested in placing a sign on the State Highway to promote the local businesses. Lastly, Sarah Avery gave an update on the Harvest Festival to be held October 17, 2020. The Chamber Board members will be making a final decision on the postponed Rodeo, as well as the upcoming Seminole County Centennial Celebration.

Latoya Williams then requested permission to place a new Double-Wide Mobile Home on lot on Juree Lane. City Manager Hicks stated that the zoning is designated as RB (General Residential District) which is restrictive to mobile homes unless they are in a mobile home park. However, exceptions have been made in this zoning classification. Most of the exceptions have been made where there were existing mobile homes in the area and/or the previous structure was destroyed by fire or storms. City Manager Hicks also stated that the Juree Lane area is a platted subdivision with residential homes of similar composition and construction. There are no mobile homes located in the subdivision. The request is to place the mobile home on a vacant lot. City Manager Hicks gave the recommendation to deny the request. City Manager Hicks stated that if the Council wishes to further consider the request, it would be appropriate to lay the request over for consideration pending public notice and a public hearing at the meeting scheduled for July 7, 2020. This would give the Attorney additional time to determine if there are any recorded covenants applicable to the subdivision. After some discussion, Mayor Pro Tem Bond made a motion to deny the request to place a new Double-Wide Mobile Home on the lot on Juree Lane, with CP James seconding. Motion passed.

Shakeria Land then requested permission to place a new Single-Wide Mobile Home 802 East Plain Street. City Manager Hicks stated that the zoning is designated as RB (General Residential District) which is restrictive to mobile homes unless they are in a mobile home park. However, exceptions have been made in this zoning classification. Most of the exceptions have been made where there were existing mobile homes in the area and/or the previous structure was destroyed by fire or storms. There are several mobile homes located on Plain Street as the Council has applied the exceptions. City Manager Hicks recommended to lay the request over for consideration pending public notice and a public hearing at the meeting scheduled for July 7, 2020. CP Register made a motion to move forward with the request by Shakeria Land to place a new Single-Wide Mobile Home at 802 East Plain Street pending public notice and a public hearing to be held at the meeting scheduled for July 7, 2020, with CP Smith seconding. After some discussion, CP Register receded his motion to move forward with the request by Shakeria Land to place a new Single-Wide Mobile Home at 802 East Plain Street after pending public notice and a public hearing to be held at the meeting scheduled for July 7, 2020. CP Register then made a motion to approve the request to place a new Single-Wide Mobile Home at 802 East Plain Street. CP Smith seconded. AYES: CP Smith, CP Register, CP Brooks, CP James, CP Blanks. NAYS: Mayor Pro Tem Bond. Motion carried.

#### **PERMITS & LICENSE**

City Manager Hicks and Police Chief Blue gave their recommendation on the approval of an Off-Premise Wine and Malt Beverage License to Manisha Dave, dba Quik & Handy located at 706 North Wiley Avenue as all background requirements had been met. CP Brooks made a motion to approve the Off-Premise Wine and Malt Beverage License, with CP Blanks seconding. AYES: Mayor Pro Tem Bond, CP Blanks, CP Register, CP Register, CP Brooks, and CP Smith. Motion passed.

INTERNAL BUSINESS: The Financial Statements for April 2020 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 the purchase of the equipment and installation of Citywide surveillance cameras at a cost of \$64,686.61. The system will be maintained and monitored by the Police Department and eDonalsonville staff. City Manager Hicks stated that a quote from Georgia Power was received and stated that the cost for leasing their system would be approximately \$48,000.00 per year. The purchase of the Citywide surveillance cameras is included in the proposed FY 20-21 Budget. CP Register made a motion to approve the purchase of the equipment and installation of citywide surveillance cameras at a cost of \$64,686.61. CP Blanks seconded; motion passed unanimously.

#### **NEW BUSINESS**

NEW BUSINESS: City Manager Hicks recommended to authorize the Mayor, City Manager, and City Attorney to prepare and enter into an agreement to go into effect no later November 30,

2021 with Clover Leaf Development Company, LLC to close a section of North Morris Avenue that runs from 1<sup>st</sup> Street to the railroad crossing for the purpose of the construction of a new rail loading facility. City Manager Hicks also recommended authorizing the City to work with Clover Leaf Development, LLC and the Georgia Department of Transportation to improve the traffic flow to include land acquisition, street construction, and drainage considerations at the intersection of West 1<sup>st</sup> Street and Broome Avenue. Mayor Pro Tem Bond made a motion to authorize the Mayor, City Manager, and City Attorney to prepare and enter into an agreement to go into effect no later November 30, 2021 with Clover Leaf Development Company, LLC to close a section of North Morris Avenue that runs from 1<sup>st</sup> Street to the railroad crossing for the purpose of the construction of a new rail loading facility. CP Brooks seconded; motion passed. Mayor Pro Tem Bond made a motion to authorize the City to work with Clover Leaf Development, LLC and the Georgia Department of Transportation to improve the traffic flow to include land acquisition, street construction, and drainage considerations at the intersection of West 1<sup>st</sup> Street and Broome Avenue. CP Register seconded; motion carried.

At 6:34 PM, CP Smith left the meeting.

Next, City Manager Hicks introduced Resolution 06-15-20, providing for a setback variance because of the positioning upon the property of a 1996 Jaguar 24' x 52" General Manufactured Homes, Inc. Double-Wide single-family residence located at 605 South Stern Avenue and call for a public hearing to be held at the regular meeting scheduled for July 7, 2020 prior to consideration of the Resolution. CP Blanks made a motion to table Resolution 06-15-20, providing for a setback variance because of the positioning upon the property of a 1996 Jaguar 24' x 52" General Manufactured Homes, Inc. Double-Wide single-family residence located at 605 South Stern Avenue and call for a public hearing to be held at the regular meeting scheduled for July 7, 2020. CP Register seconded; motion passed.

City Manager Hicks then recommended to approve the request of the Southwest Georgia Library System to reappoint Billie McLendon to the Seminole County Public Library Board for a 3-year term beginning June 30, 2020 and ending June 30, 2023. CP Register made a motion to reappoint Billie McLendon to the Seminole County Public Library Board for a 3-year term beginning June 30, 2020 and ending June 30, 2023, with CP Brooks seconding. Motion passed.

Next, City Manager Hicks recommended to enter into an agreement with Poly, Inc. to provide consulting for general engineering planning and consulting services for preliminary studies, permitting, surveying, mapping, design, construction administration and observation, and project startup services. Services will be performed based upon task orders approved by the Council. Fees will range from 6.0% to 7.4% based upon the size of the project. The focus of Poly, Inc. services and expertise will be to assist with water and sewer operations, related capital and infrastructure issues, and environmental issues. CP Register made a motion to enter into an agreement with Poly, Inc. to provide consulting for general engineering planning and consulting services for preliminary studies, permitting, surveying, mapping, design, construction administration and observation, and project startup services. Mayor Pro Tem Bond seconded; motion carried.

City Manager Hicks then recommended to authorize an agreement with Terril Scott Properties to supply a minimum of 100 mcf/per day as per the following schedule. This will provide for the installation of a gas supply line to the facilities located at 3333 Highway 84 West in Donalsonville. This mirrors an earlier agreement approved at the March 3, 2020 meeting for the location of services on Highway 39 North. City Manager Hicks further recommended to authorize the Mayor, City Manager, and City Attorney to negotiate and acquire terms and agreements as needed.

- A. **Commodity Price:** The commodity price is equal to the Spot Market Index Price for gas delivered to Southern Natural as published in the first of the month "Inside FERC's Gas Market Report".
- B. **Pipeline Fuel Cost:** The rate for fuel retention shall reflect the effective cost of the pipeline's percentage of fuel retained as allowed for in Southern Natural's tariff and applied to all quantities referenced to in this Exhibit A.
- C. **Pipeline Transportation Charge:** The applicable commodity transportation charges, plus all applicable surcharges including Donalsonville's gas supply agent's current volumetric charge and in accordance to the Southern Natural's effective tariff rate schedule.
- D. **Distribution Charge and Base Charge:** The distribution charge shall

be calculated monthly and applies to all gas metered and shall be according to the following schedule:

All Volumes: \$7.00 per Mcf (equals \$.65 per gallon propane) [\$10 per month meter charge will also apply]

E. **Taxes:** All applicable taxes shall be added.

CP Blanks made a motion to authorize an agreement with Terril Scott Properties to supply a minimum of 100 mcf/per day as per the above schedule, and to authorize the Mayor, City Manager, and City Attorney to negotiate and acquire terms and agreements as needed. CP Brooks seconded; motion passed.

Next, City Manager Hicks recommended to authorize the purchase of a replacement actuator for the wastewater treatment plant at a cost of \$14,067.00. The expenditure is included in the proposed FY 20-21 Budget. This item requires immediate action. CP Register made a motion to authorize the purchase of a replacement actuator for the wastewater treatment plant at a cost of \$14,067.00, with CP Brooks seconding. Motion carried.

City Manager Hicks stated that the GMA Annual Convention will be held as a virtual event from June 29, 2020 – July 2, 2020. The business meeting will be held on Thursday, July 2, 2020 at 2:30 p.m. Each Member City is required to designate a voting delegate. Voting procedures will be provided to the designated delegates. Mayor Pro Tem Bond made a motion to designate Mayor Ron Johnson, Jr. as the voting delegate for the GMA Annual Convention Business Meeting to be held July 2, 2020. CP Register seconded; motion carried.

Next, City Manager Hicks proposed the following dates related to the FY 20-21 Budget Process for the City:

June 18, 2020	Public Notice for Budget Work Session
June 22, 2020	Work Session-Council Review of Proposed Budget: Time 5:00 PM
June 25, 2020	Public Notice of Proposed Budget and Call for Public Hearing
June 29, 2020	Public Hearing on FY 20-21 Budget: Time 5:00 PM
July 7, 2020	Final Budget Approval (During Regular Council Meeting 6:00 PM)

All were in favor with the above dates and times related to the FY 20-21 Budget Process.

City Manager Hicks then presented Resolution 06-15-20 A, providing for the support of the passage of House Bill 426 (Hate Crimes Legislation). Mayor Pro Tem Bond made a motion to adopt Resolution 06-15-20 A, providing for the support of the passage of House Bill 426 (Hate Crimes Legislation). 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 currently in the auction for new spectrum to cover Donalsonville and Seminole County. This will allow eDonalsonville to increase the number of customers and increase the service provided to customers. Communications Director Hatcher also stated that there continues to be discussion about the possibility of funding opportunities that the City can participate in for eDonalsonville's expansion. The COVID-19 outbreak and other government issues have slowed the Federal process down more than usual, but these options remain a possibility. EDonalsonville will apply for those funds when they become available. Communications Director Hatcher stated that the Georgia Pacific Project is still in progress as the COVID-19 crisis slowed the installation process. The first leg of the connection has been completed. The final portion will be completed on June 25-26, 2020. This will be a great project for eDonalsonville and proof of the ability to reach outside of the City and even the County. Lastly, Communications Director Hatcher stated that the Seminole County Board of Education wrote an excellent letter of support for the eDonalsonville project. They realize that there is a strong need for service within the county. BOE officials have offered their support to help us in pursuit of expansion.

Fire Chief King then gave an update on the Fire Department, with review of the run summary from the month of May, as well as the current numbers as of today for June. Chief King also gave an update on the recent ISO Evaluation, stating that the final report should be completed between September and October and would like to review the report with the Mayor and Council once received. Chief King stated that the current ISO is a 4 for the Donalsonville Fire Department.

Next, Police Chief Blue gave a brief update on the Police Department and stated that they were still in the process of updating their Policies, which will allow the department to better receive necessary certification.

Public Works Superintendent Adams stated he had nothing new to report at this time.

City Manager Hicks then gave an update on the following:

- (1) CSX-Updated Crossing Repair List/Road Closure Dates: Here are the projected road closure dates by CSX to do maintenance on the railroad crossings at the following locations in Donalsonville and Seminole County:

<b>N MORRIS AVENUE</b>	<b>15-Jun</b>
<b>BROOME AVENUE</b>	<b>15-Jun</b>
<b>FERTILIZER ROAD</b>	<b>15-Jun</b>
<b>BOOGE ROBERTS ROAD</b>	<b>16-Jun</b>
<b>POOL ROAD</b>	<b>16-Jun</b>
<b>FOX LANE</b>	<b>16-Jun</b>

- (2) Streetlight-803 Cloud Street: Georgia Power has informed me that the work order has been issued and the streetlight at 803 Cloud Street is scheduled to be installed within the next couple of weeks.
- (3) Census Count: As of June 2, 2020, the City of Donalsonville had a response rate of 46.2% to the 2020 Census Count. At present the national average is 60.6%, with Georgia at 56.7%. While Donalsonville is lagging in the response activity, there is still time to improve those numbers. It has been suggested that each one send a message to your telephone contact lists or social media contacts to encourage participation in the census.

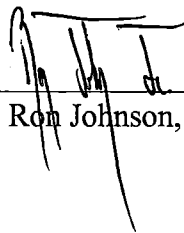
Lastly, City Manager Hicks reminded the Council of the following upcoming events:

- Independence Day Holiday-Friday July 3, 2020 (City Offices Closed)
- City Council Meeting-July 7, 2020 6:00 P.M.
- Work Session-Council Review of Proposed Budget- June 22, 2020 5:00 P.M.
- Public Hearing on FY 20-21 Budget- June 29, 2020 5:00 P.M.

With there being no further business to come before the Mayor and Council, at 7:26 PM, Mayor Pro Tem Bond a motion to adjourn, with CP Register making a second; and the motion carried.

ADJOURNED

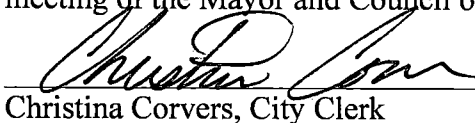
City of Donalsonville



Ron Johnson, 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 June 15, 2020  
meeting of the Mayor and Council of the City of Donalsonville.

  
Christina Corvers, City Clerk