

The Mayor and Council met for a called meeting.

Those Present:	John Howard	Mayor
	Wayne Adcock	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Larry Bradley	Council Member
	Norman Garrett	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Chris Croy, R.V. Watts, Bill Owens, Beth Thompson, Rodney Middlebrooks, Mike McGuire, Darrell Stone, Patrick Kelley, Sadie Krawczyk, Chris Bailey, Beverly Harrison

Visitors: Andrew Kenneson, Sharon Swanepoel, Les Russell

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that all Council Members were present. There was a quorum.

2. City Administrator Update

City Administrator Logan Propes stated there's a lot of paving going on throughout the City, and thanked everyone for their patience. The striping has to be done of Alcovy Street, and there will be some intersection changes along the way. Signs will be posted with changes and dates, and notifications will be posted on social media. He stated the North Broad Streetscape Project is making progress.

3. Central Services Update

Mr. Chris Bailey stated the Phishing Fail percentage went down under Information Technology. The intern finished up her internship, and it was a good trial for the program. They have already talked with the University of Georgia about the possibility of continuing the program in 2020 with two interns. The design is 95% complete for the Police Department Building. The completed drawings will be sent out to Council around the middle of September. The construction bids will be brought to Council for approval in November, and construction should start around Thanksgiving.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. She stated all areas are trending as they should be based on budgeted revenues and expenses. The Utility Billing Staff, Brian Thompson, and Mike McGuire visited the City of Douglas last week. They use both the Tyler Software system and Tantalus software, which is a remote meter reading software. She stated the site visit was very beneficial. Ms. Thompson explained they are implementing some of the new billing system features, such as, the robocall and email notification. The robocall will call customers to notify them their payment is past due; the calls will go out on Mondays for that week's cutoff cycle. Customers that have signed up for e-billing can also receive a past due email notice, unless they opt out of receiving it. She stated they are also looking into implementing budget billing, but that would require a rewrite in the policy.

Council Member Norman Garrett questioned issues with customers' bills not showing as paid.

Ms. Thompson stated the misapplied payments have been corrected. There was one issue with a payment that has not been found, and the customer did not have a receipt at the time.

MAYOR AND COUNCIL MEETING SEPTEMBER 3, 2019 6:00 P.M.

City Administrator Logan Propes explained the issues will be addressed on an individual case-by-case basis.

b. Out of State Travel

Ms. Beth Thompson requested to travel to Nashville, Tennessee to attend the American Water Works Association Water Loss Conference from December 3-6, 2019. The conference is in regards to unaccounted for water loss. She stated water loss for the City has increased the last few years, and they have not been able to pin point the problem. The conference is only offered in the Southeast Region every four years. Ms. Thompson explained the estimated cost of \$1,659.00 will cover all expenses.

Council Member Nathan Little stated it is desperately needed. The water loss ratio for the City is too high and numerous things have been done trying to find the loss.

The committee recommends to Council approval for Beth Thompson to attend the American Water Works Association Water Loss Conference in Nashville, Tennessee, December 3-6, 2019.

*Motion by Little, seconded by Malcom.
Passed Unanimously.*

2. Airport**a. Monthly Airport Report**

Mr. Chris Bailey presented the monthly Airport Report. He stated August was a good month. The East and West Apron Projects are both complete. He explained all the paperwork has been submitted concerning the name change of the Airport.

3. Public Works**a. Monthly Solid Waste Report**

Mr. Danny Smith presented the monthly Solid Waste Report. The Friday schedule will be extended again this month; the Transfer Station will stay open until 5:00 pm. The drainage project to redirect the surface water into the water treatment system is 90% complete. He explained they received a proposal from Osborn Contract Services, Inc. to repair the concrete tipping floor, but they are still discussing the pricing. An overlay material will be used instead of concrete, which will preserve the lifespan 10 to 15 years. The service date for the Automated Side Loader has been changed for more training, and so the public can be properly notified. He reviewed the schedule changes with the Labor Day Holiday.

b. Monthly Streets & Transportation Report

Mr. Chris Croy presented the monthly Streets & Transportation Report. He stated the paving is finished on Alcovy Street; the City worked along with Walton County on the project. There were approximately 23 people on site working each day, and they put out about 2,500 tons of asphalt. The sidewalk has been replaced and ADA features have been added at 202 East Spring Street, which is in front of LR Burger. He stated the crews are continuing to mow and pick up litter on the right-of-ways.

c. Purchase – Automated Leaf Vacuum Truck

Mr. Danny Smith requested approval to purchase a Pac Mac LV25 Series Vacuum Body with a 2020 Kenworth T370 chassis from Carolina Environmental Systems, for \$170,061.00. He explained the cost includes the additional \$20,061.00 to convert the unit to a right-handed cab. The automated leaf vacuum truck can be operated by a single person, instead of a three-man crew. It will be safer and reduce worker's comp injuries. The purchase uses the National Joint Powers Alliance bidding guidelines and is a budgeted CIP item.

Council and staff discussed the possible use of personnel and additional uses for the truck.

City Administrator Logan Propes explained the unit has a 250 to 280-day delivery time, because it must be built.

The committee recommends approval to purchase the automated leaf vacuum truck from Carolina Environmental Systems for the amount of \$170,061.00 to Council.

*Motion by Little, seconded by Adcock.
Passed Unanimously.*

4. Utilities**a. Monthly Electric & Telecom Report**

City Administrator Logan Propes discussed the new utility bills and customers questioning their bills being so high. He stated the City has not raised the rates; the same structure has been in place since 2012. The usage amount totals have been pulled and reviewed. It was over 90 degrees 24 times during the August billing cycle and seven of those days were over 95 degrees. He explained the more energy and water used, the higher the bill. It has been an extremely high month; there were 7 million residential kilowatt hours on the August billing. In comparison, there were 4.6 million kilowatt hours in May, 5.2 million in June, and 6.2 million in July. He explained from June to July the usage went up 20%, and then another 12% in August. The energy the City is selling and the energy the City is purchasing equal out. Mr. Propes stated the water usage went up 26% from the previous month's billing. The residential water usage was 42.5 million gallons, compared to the May usage of 33.7 million gallons. The bills are a direct correlation with the energy usage and the water usage. He explained the PCA changes some, but it is a small component on the power bill. It is a small rate which is added to meet the budget amount each month. Some months it goes up, and some months it goes down. It has been the same for over a year, without any deviation. The PCA is not a new charge, it just was not broken down to show it on the old bills.

Mr. Mike McGuire presented the monthly Electric & Telecom Report. The street light installation is moving forward on North Broad Street, about half of the lights and conduit have been installed. He discussed the over-the-top video platform from TruVista; the engineers are sending a test box of their video offering. The over-the-top solution will be rolled out in fiber areas where cable services are not currently in place. Mr. McGuire discussed the benefits of the trip to the City of Douglas. He explained they have deployed a couple of the managed WiFi devices on the cable modem plant, and they used the monitoring system to remotely fix issues. They will be testing it further prior to offering it as an added service to the customers.

b. Monthly Water, Sewer, Gas, & Stormwater Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He stated the 2020 CDBG kickoff meeting will be on September 17. The project will address some of the drainage issues on 3rd Street, 4th Street, Wilkins Street, Cherokee Street, Indian Creek, Felker Street, Colquitt Street, and Hubbard Street. The 4th Annual Stormwater Expo will be at GUTA on September 19.

c. Out of State Travel

Council Member Nathan Little stated the request is for Rodney Middlebrooks to attend the American Water Works Association Water Loss Conference in Nashville, Tennessee.

The committee recommends to Council approval for Rodney Middlebrooks to attend the American Water Works Association Water Loss Conference in Nashville, Tennessee, December 3-6, 2019.

*Motion by L. Bradley, seconded by Adcock.
Passed Unanimously.*

5. Public Safety**a. Monthly Fire Report**

Fire Chief Bill Owens presented the monthly Fire Report. He stated there were no significant fires in the City. The rescue tools purchased with grant funds have been placed on the new engine. A damaged shipping container was also purchased for the training center. Cotton Café hosted the Water for Coffee Event and provided a \$300.00 check for Community Risk Reduction Fire Prevention Education. He stated October is Fire Prevention Month.

b. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. He explained the Part 1 Crimes had an increase of 17% from this time last year, and the Part 2 Crimes are down 44%. The department participated in seven community events. He stated the Joint Ops Unit executed two search warrants in July.

c. Approval – Walton County School SRO Program Agreement

Police Chief R.V. Watts explained the contract is for the City to provide the School Resource Officer Program services for the Monroe Area High School. The program funding amount is \$55,000.00 and is completely reimbursed by the Walton County Board of Education.

The committee recommends approval of the SRO Program agreement with the Walton County Board of Education to provide school resource officers at the Monroe Area High School for the annual amount of \$55,000.00 to Council.

*Motion by R. Bradley, seconded by Malcom.
Passed Unanimously.*

d. Approval – Walton County School SRO Program Agreement for Foothills Charter

Police Chief R.V. Watts explained the contract is for the City to provide the School Resource Officer Program services for the Foothills Education Charter High School. The Walton County Board of Education agrees to pay the City of Monroe the rate of \$150.00 per day, for 164 days, for a total of \$24,600.00.

The committee recommends to Council approval of the SRO Program agreement with the Walton County Board of Education to provide school resource officers at the Foothills Education Charter High School for the annual amount of \$24,600.00.

*Motion by Malcom, seconded by R. Bradley.
Passed Unanimously.*

e. Approval – Taser Axon Camera System Yearly Contract

Police Chief R.V. Watts discussed the annual cost for the Axon Taser Body Cameras, which the officers wear. It is a five-year contract, with an annual cost of \$41,699.91. He stated it was approved during the budget cycle but needs approval because it is an annual cost.

City Administrator Logan Propes stated it was discussed during the CIP Meetings. It had to be moved under the operating budget as a maintenance agreement, because it is not a true capital improvement item.

Council Member Larry Bradley questioned whether the agreement or the invoice needs approval.

Mr. Propes answered both the agreement and the first payment need to be approved. He explained the annual contract refers to the master agreement; this is the quote based on the master agreement from Axon.

Council and staff further discussed the camera equipment, the master agreement, and the time frame of the agreement.

City Attorney Paul Rosenthal explained the master agreement was approved five years ago. This is the second five-year agreement, which is basically an extension of the prior agreement. He stated approval is being sought for both the agreement and the funds. Chief Watts is requesting approval to expend \$41,699.91 in this budget year and also approval of the five-year agreement from 2019 to 2024. He explained approving the contract will approve the payment, but it will not approve the future payments. It is essentially a licensing agreement, which has equipment attached to it. He explained that Council would be approving the City's obligations under an extension of the master agreement with new pricing terms. The pricing agreement goes through five payments, with the last being in 2023, but the agreement extends to July 2024.

The committee recommends approval of the five-year amendment to the contract for the Axon Camera System along with the 2019 payment of \$41,699.91 to Council.

*Motion by R. Bradley, seconded by Malcom.
Passed Unanimously.*

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. He stated there were seven new businesses and 13 businesses closed out their licenses. There were no major projects permitted this month. The ongoing major projects are Silver Queen, the Main Street Apartment Complex, WOW Express, and LR Burger. He explained the Conestoga Trailer Park is still set for the services to be cut off on October 11, which would include the whole park.

7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk presented the monthly Economic Development Report. Monroe received awards for Creative New Event and Downtown of the Year for Outstanding Community Transformation at the Georgia Downtown Conference. She discussed the Town Green Concert Plan for the 1st Friday Concert on September 6. As of September 1, the Georgia Department of Natural Resources has released the preapplication for two large grants on park development. That information will be brought to Council for approval as the grants are pursued. She discussed the concert parking plan; a map will be posted online showing locations for parking.

8. Parks

a. Monthly Parks Report

City Administrator Logan Propes stated there is no additional information to report at this time. He explained the park reconstruction order will be to work from the inside out; the general scheme would be the Town Green, Pilot Park, Childers Park, Hammond Park, Mathews Park, and Coker. He stated a more tailored chronological order can be established as the funding sources develop, with grants and SPLOST funds.

III. ITEMS OF DISCUSSION

1. Public Hearing Variance for Sign – 206 South Hammond Drive
2. Approval – Chamber of Commerce Contract
3. Appointments (2) – Planning Commission

There was a general discussion on the above items. There was no action taken.

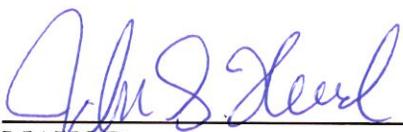
IV. ITEMS REQUIRING ACTION

1. 1st Reading – Wireless Facilities and Antennas Ordinance

City Attorney Paul Rosenthal presented the first reading of the ordinance.

V. ADJOURN

*Motion by R. Bradley, seconded by Malcom.
Passed Unanimously.*



MAYOR



CITY CLERK