

The Mayor and Council met for a called meeting.

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

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Andrew Dykes, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Sadie Krawczyk, Patrick Kelley, Beverly Harrison, Les Russell

Visitors: Brad Callender, Amylee Dire

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 the City, County, and GDOT are currently working on the right-of-way finalization for both the East bound and West bound on-ramps onto Highway 78. He explained they are trying to get GDOT to allow a few steps to be skipped, because all of the right-of-ways are donated. The on-ramps will be coming to construction in 2022. The Truck By-Pass is in the right-of-way acquisition phase; there are 80 total parcels. Four options have been signed and are moving to closing, 37 parcels have been released from GDOT review and are under negotiations, 15 parcels are under review, and 24 parcels are currently being appraised. GDOT is still saying construction will start during the summer of 2022. There have been over 70 accidents since April of 2016 on Michael Etchison Road at Highway 138. He is requesting assistance from the GDOT District 1 Office on the accident issue. The State's contractor has caused a mess at Martin Luther King and West Spring Street and left things in disarray. Mr. Propes has contacted the District Office on getting it cleaned up and finished; it should be completed within the next few weeks. The traffic backup on North Broad Street and Marable Street was due to failure of the radar unit; District 1 has been working on the timing, until a new radar unit can be installed. He reviewed the summary of comments from the Traffic Calming Meeting that was held on March 31. There were some specific streets discussed during the meeting and some streets that were not addressed. He received a petition from some residents on Pine Crest Drive that are opposed to the traffic calming medians; they want something besides the medians. Mr. Propes explained that he, Ms. Thompson, and Mr. Bailey are scoping a new Tyler 311 app to replace the current 311 app, which will be more user friendly. It will be tailored to suit the City and will be a nice upgrade. There will be an item before Council next week for hiring a Personnel Hearing Officer. Proposed updates were sent to the Planning & Code Committee today, which will be coming before the Planning Commission. The updates primarily concern the Infill Overlay District and the Central Business District. He stated that the updates have been advertised and are on the City's web page. Mr. Propes recognized Ms. Debbie Kirk, who is very much appreciated, for City Clerk's Week.

3. Central Services Update

Mr. Chris Bailey discussed the 311 app and getting more involved in updating about Solid Waste and Recycling on social media. There were 23 posts to the public on social media last month. The Police Station / Municipal Court Building is very close to getting the Certificate of Occupancy. The Transfer Station floor replacement has been rescheduled for May 14 and 15. The Fire Department Memorial Garden has been repaired. The Cleanup Day has been

rescheduled for May 8, which will be closed out around lunchtime. He stated that anyone wanting to help is welcome. He discussed the updated Project Timeline that is included in the packet.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. Revenue and expenses are trending within the budget for the first quarter of the year. Expenses are below budget in all departments. The Sales Tax Revenues continue to increase, due to more downtown shopping and the online sales tax that was implemented. Mauldin & Jenkins have completed the annual audit, and she should be getting the final numbers within the next couple of weeks. She stated there have been no findings as of now. The new digital budget book software is being implemented; the budget will all be digital this year. The CIP approved Meter Reading equipment that will be upgraded to iPads is in the beginning stages. She explained the new CIP approved AMI technology for the inhouse meter reading is in the design phase. The software will allow a real time reading of a meter from inside the City office and allow a meter to be turned on and off from the City office. It is in the beginning stages and two testing areas will be implemented first. She explained they are still waiting for guidance from the Department of Treasury regarding the American Rescue Plan Funding, which is coming through the State. Hopefully, it will be received within the next 60 days. Ms. Thompson stated the City has received the Outstanding Achievement Award for the Popular Annual Financial Report (PAFR) from GFOA for the sixteenth year.

b. Approval – 2021 Wellness Plan

Mr. Les Russell discussed the Wellness Programs. The City had an agreement with CareATC in 2018 to run a Wellness and Health Coach Program that would include seminars, diets, receipts, and one on one counseling. The program was not being administered the way it needed to be, so it was not an effective use of City money. The employees were not using the program that the City was paying \$48,000 collectively. The City ended the program in 2019 to engage in services with Dawn Young and Eddie Young, who are local coaches. He explained they charge the City \$20 per session for a total of between \$1,000 and \$2,000 a month. Walton Athletic was giving employees a gym membership for \$30 instead of \$35 per month. Mr. Russell negotiated to get the membership reduced for the employee to pay \$20 per month and the City would pay \$5 per month. Employees were also given a free pass to use the facility for three free visits; everyone liked the free visits, but it did not convert to memberships. He discussed the first Wellness Walk Challenge that started in January of 2020, until COVID hit and shut everything down. He proposed creating a new Wellness Challenge to start on June 1, to engage Dawn Young in the wellness coaching again for \$20 per session, and offer free gym memberships to employees. He requested approval to offer employees free access to Walton Athletic 24 as a free benefit to the health plan. The City will pay \$10 per month for the gym membership of each employee from June 1 to December 31, 2021 for the total cost of \$14,100.00.

Mayor, Council, and staff discussed the benefits and cost savings.

Council Member Norman Garrett questioned whether it would include family members.

Mr. Russell answered it would be for employees only; family members would still be \$20 per month, which is still a discounted price.

The committee recommends approval of the 2021 Wellness Plan at a cost of \$14,100.00 as presented to Council.

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

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. The Airport was paved about six days quicker than anticipated; everyone was very pleased with the job. The area around the 12-unit T-hangar has also been paved. The other site is graded, compacted, and ready for paving. Atlanta Paving & Concrete Construction will be back 28 days from the opening date when everything is cured to add the final striping.

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. The tonnage at the Transfer Station increased over 835 tons compared to last year. He discussed the fire incident on April 19 that was caused by a chemical reaction; there was not any structural damage to the building. It is believed to have been generated out of a local business collection. Business customers will be audited and items will be source separated in a load. Mr. Smith thanked Jasper Greer for his quick thinking at the site. The 65-gallon curbside recycling carts have been delivered for the Monday customer route. He stated the large blue bins have attracted customers, over 175 new customers that were not recycling have been added. A few customers decided to continue using the 18-gallon bins. The 65-gallon bins will start being delivered to the Tuesday customers this week. They are trying to cover all of the bases with keeping citizens informed; information is being posted on social media, the City web site, or citizens can call the office with any questions. He explained the curbside glass collection must be kept separate from other recyclables; they are picked up by a different truck and goes to a different location. He encouraged citizens to call for a separate bin for the glass collection.

b. Odorization Control System – Transfer Station

Mr. Chris Bailey explained the next three items were done in order, because they are all coming from the Transfer Station CIP Budget. He requested approval for CupriDyne Clean to provide all equipment and installation labor of an odor control misting system to help mask the odor at the Transfer Station for \$15,133.56. The installation will take approximately five days and will provide an iodine-based chemical which is a more natural odor control. This project will be an additionally added project to the Transfer Station 2021 CIP.

The committee recommends to Council approval of CupriDyne Clean for \$15,133.56.

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

c. Fence Extension – Transfer Station

Mr. Chris Bailey requested approval for an additional 630 feet of six-inch chain-link fencing with screen to be installed at the Transfer Station. This will completely fence the area to keep debris from escaping and provide an additional barrier. Elite Fence Company had the lowest bid amount of \$12,264.34, and the funds will come from the Transfer Station 2021 CIP. The fence will be installed at the time that the scale house is shut down to replace the scale.

The committee recommends approval of Elite Fence Company for \$12,264.34 to Council.

*Motion by Gregory, seconded by Garrett.
Passed Unanimously.*

d. Exterior Repair and Cleaning – Transfer Station

Mr. Chris Bailey requested approval for Garland/DBS, Inc. to repair and paint the damaged metal panels and pressure wash the entire exterior of the Transfer Station for \$15,737.00. The handrails will be painted a safety yellow for EPD Standards. The work will be done during the weekend when the facility is closed to the public.

The committee recommends to Council approval to contract with Garland/DBS, Inc. for the amount of \$15,737.00.

*Motion by Gregory, seconded by Garrett.
Passed Unanimously.*

e. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. The crews have been catching up with a lot of utility cuts and paving throughout the City. The right-of-way crew has been cutting every day and cannot seem to keep up. He stated the stormwater crews have several months of work to do with all of the rain. The paving contractors are getting started on the CDBG Project that incorporates part of the LMIG Project on South Madison Avenue. They were scheduled to start Monday, but the weather has prohibited it. The public use parking lot is

finished, except for some landscaping and striping that is scheduled for Thursday. Hopefully, it will be opened by this weekend.

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. The conduit is completely installed for the lighting at Highway 78 and Highway 11. The new poles have been delivered, but the concrete has about a two-week lead time. He explained the Downtown lights are waiting for the arms to be delivered. The bids have been received for the electric rebuild on Madison Avenue, which will go from Marable Street to the jail. A purchase order has been issued for the placement of conduit in Wellington Subdivision; it will be the first underground fiber to the premise project. The fiber for the first overhead deployment of fiber to the premise is up in Pollock Subdivision, but it is waiting on the splitter cabinet. The AMI Project is in the first phase of pre-engineering and pre-planning; it is a partnership with Electric Cities of Georgia. He explained the system will allow customers to view their usage throughout the month, and will give alerts on high usage. Current customers in Pollock Subdivision will be contacted concerning the availability of fiber to the premise when it is active. The customers will be contacted with options for service to transition their internet to the fiber-based internet. Once the current customers have been transitioned, a mailer will be sent to notify the remainder of the residents.

b. Monthly Water, Sewer, & Gas Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, & Gas Report. The crews are working on the gas main extension on Highway 186 and all services are in to the buildings. They are working on the six-inch line currently, but it is moving slowly. The gas extension serving 19 new homes in the subdivision on Holly Jones Road, which is off of Highway 186, has been completed. It will serve 19 new homes. He stated all of the materials have arrived and the contractors have started grading for the Alcovy River and Highway 138 Sewer Extension. All of the materials have been selected for the design and review of the Wastewater Treatment Plant Rehab; the bid opening for the labor will be on May 27. The materials are in for the 18-inch water main that will go from the Plant to MAB Development. He explained Mid-South and Allsouth are working on the chlorination process for the Loganville Water Line Extension.

c. Approval – Carwood Drive Gas Main Replacement

Mr. Rodney Middlebrooks requested approval to hire Southern Pipeline to install 3,500 feet of two-inch steel gas main along Carwood Drive. He explained staff found sections of bare steel pipe that must be replaced according to the City's DIMP, to ensure integrity and pipeline safety. The Distribution Integrity Management Program is mandated by the Federal Pipeline; the program states that bare steel will be removed when it is found. Southern Pipeline had the lowest bid amount of \$75,600.00.

The Committee recommends approval to hire Southern Pipeline to replace the gas main for the amount of \$75,600.00 to Council.

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

d. Approval – Purchase of 2021 Ford F-450 Truck

Mr. Rodney Middlebrooks requested to purchase a 2021 Ford F450 service body truck for the water distribution crew. The lowest bid came from Akins Ford for the amount of \$60,385.00. He explained that the motors are gone in both of the water crew trucks; both crews have been working out of single cab trucks borrowed from other departments. The motor is being replaced in the 2016 truck, but Public Works determined that the 2008 truck is not worth the cost of replacing the motor.

The committee recommends to Council approval to purchase a 2021 Ford F450 Truck from Akins Ford for \$60,385.00.

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

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

Vice-Mayor Larry Bradley welcomed Andrew Dykes as the newly appointed Fire Chief.

Fire Chief Andrew Dykes presented the monthly Fire Report. He explained trying to break the calls down to provide more details for the specific types of calls they respond to in the different categories. They responded to nine fires, four of which were building fires. They had one motor vehicle verses pedestrian call for this report, and unfortunately that number will have increased on the next report. There was not very much significant fire loss for the month; the most significant was someone's storage shed that contained all of their tools. The structure would not be too much to replace, but all of the equipment adds up quickly. He stated the monument in front of the station has been repaired and looks great. The crews from Badge Pass were on site last week installing the door frame equipment. The exhaust system that was approved last month has a five-week lead time. Chief Dykes explained that between Thursday and Saturday of last week each of the crews had a working structure fire each day; they responded to 18 emergency calls on Saturday.

b. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. The calls for service increased by about 130 from last year. The area checks continue to increase, with a total 10,707. He discussed the area check comparison totals between each of the local agencies. There were 53 Part I Crimes and 91 Part II Crimes. The DEA Drug Take Back was held on April 24, where approximately 70 pounds of prescription medication was collected. He stated there was 36 pounds of medication recovered in 2016, 10 pounds in 2017, 7 pounds in 2018, 38 pounds in 2019, and 137 pounds in 2020. There was a shooting incident at Mathews Park; the investigators were able to make multiple arrests to close the case. Chief Watts explained the case clearance for the department is up from 32% to 38% from this time last year. There are two individuals in the Police Academy going through mandate now, and two more positions will become available in June to put more officers on the street.

c. Red Speed Presentation

Police Chief R.V. Watts stated that Greg Parks with the Red Speed was unable to make it for the presentation tonight. He discussed contracting with Red Speed for radar school zone speed cameras to be installed near the school areas of George Walton Academy (GWA) and Monroe Area High School (MAHS) to reduce speeding in school zones. The implementation of radar school zone cameras was approved by House Bill 978 in 2018. The cameras and installation will be at no cost to the City. The program is 100% offender funded; the City will receive 65% of any funds collected from violations and Red Speed will retain 35%. The City gets to set the speed parameters and still has officer discretion on the fines. He stated there have been five people hit by vehicles in the last 30 days. It is all in the nature of safety for children; if people obey the speed limits, they won't have to worry about getting a citation. The revenue generated from fines will be utilized towards outfitting SROs in the schools.

Council Member Garrett questioned who did the traffic study and whether this is another way to bring in revenue.

Chief Watts answered that Red Speed did the traffic study. This is a way to reduce speeding on the roadways pertaining to the schools to keep the children safe. The program will not cost the City, and if they obey the law and don't speed, then they won't get a citation.

Mayor, Council, and Chief Watts further discussed the traffic study results, revenues produced, parameter options, and administration of the program.

Chief Watts explained that the intent was to have the vendor here to answer Council's questions, because he doesn't know the answers to all of the in-depth process questions.

City Attorney Paul Rosenthal clarified that there are processes that would have to be implemented if Council is interested in doing. This is a new law updating and modifying O.C.G.A. 40-14-18 that was passed in 2018. A lot of the answers to the questions being asked are statutory in nature. The time period is one hour prior to and one hour after school, only on days that school is in session. He stated GDOT approval would have to be garnered and a contract would have to be entered between the City and Red Speed. All of these processes and rules would have to be followed. This would just be a launching point to get the program fully

in place with the contractual relationship and following the statute. These are civil penalties in nature; it is not a traffic ticket and points are not assessed. They have the right to fight the civil penalty assessment that would be processed through the Monroe Municipal Court. The agreement would be brought back to Council ready to be adopted in compliance with the Georgia Statute.

The Committee recommends to move forward and invite Mr. Parks to come to the meeting next week or sometime in the future.

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

d. Purchase – Police Department Furniture

Police Chief R.V. Watts requested approval to purchase office furniture from School Tools & Office Pro's for the total amount of \$45,000.00. The funding will come from the Condemned Assets / Forfeiture Funds and DEA Confiscated Funds.

The Committee recommends approval to purchase the office furniture from School Tools & Office Pro's for the amount of \$45,000.00 to Council.

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

e. Purchase – Police Radios

Police Chief R.V. Watts requested approval to purchase seven portable radios from Motorola Solutions for a total cost of \$30,719.08. There are two new officers at the Academy now and two more officers will be hired this summer, which will all need issued equipment. The department also needs spare radios to replace the ones that malfunction or need repair.

The Committee recommends to Council approval to purchase seven police radios from Motorola Solutions for the amount of \$30,719.08.

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

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. He stated the Police Station and Municipal Court Building have their FF&E approval, so they can put their furniture, fixtures, and equipment in when they get ready. The Code office had 200 inspections and 167 total permits. He stated 13 new businesses acquired licenses and 22 businesses closed. The ongoing major projects were Monroe Pavilion, The Roe, Grace Monroe Church, and the Reddy Clinic Complex. The City Marshal removed 67 signs from the roadway, issued 134 repair / cleanup notices, investigated two utility tampering cases, and issued four citations. He explained the Historic Preservation Commission granted a COA for 507 Church Street and denied the demolition of a property at 315 South Madison Avenue. The Planning and Zoning Commission granted a COA for 156 Martin Luther King Boulevard, which is Tractor Supply.

b. Master Plan Design Services – Old Walton Plaza Shopping Center

Ms. Sadie Krawczyk stated seven different firms responded to the request for qualifications to develop a Planned Commercial Development Zoning for Blaine Station; they will also review the City's Planned Development Districts Zoning in general and offer update. She recommended hiring Lord Aeck Sargent for the amount of \$38,200.00.

The committee recommends approval of the Professional Services of Lord Aeck Sargent for the amount of \$38,200.00 to Council.

*Motion by Dickinson, seconded by Garrett.
Passed Unanimously.*

7. Economic Development**a. Monthly Economic Development Report**

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She gave an update on Dockdogs, the first City event for this year. There was a great turnout for the two-day event, with over 240 entries and beautiful weather. She discussed volunteer workdays. The swings in Hammock Park were funded through the AARP Grant that was received in the fall. This Saturday will be the opening of the Farmers Market and the Citywide Cleanup Day. The First Friday Concert is this week. There are some new commercial and dining businesses opening this month; they are located off of Broad Street, but still within the DDA.

8. Parks**a. Monthly Parks Report**

Mr. Chris Bailey presented the monthly Parks Report. The shade structures for Pilot Park have been installed. The restroom facility has been installed at Mathews Park, but the weather is not cooperating to open it up to the public.

b. Presentation of the Downtown Green Plan and Request for Authorization to Pursue Funding

City Administrator Logan Propes presented the 3D rendering from Keck & Wood on the possible future outcome of the Downtown Green. He stated the project could be ready to break ground in late October or early November, if the funding can be situated. The project is in preliminary engineering now and the design should be finalized. He explained that TSW is being subcontracted under Keck & Wood to design the restrooms and the stage.

Mayor, Council, and City Administrator discussed parking, what will be included in Phase I, stormwater drainage, fountain features, and tree sizes.

Mr. Propes stated the City has put well over \$200,000 into the purchase and the Brownfield of the site. He discussed a lease purchase type of loan through GMA and proposed going forward with the general estimate of \$3.2 million. The City has at least one reimbursable grant coming and having the funding would enable the City to get started on the project later this year. He requested approval to move forward with getting the loan documents ready through GMA to bring back to Council in final form, instead of estimates. Mr. Propes discussed different loan amount options. He stated the amount can be scaled, but it has to stay within an amount that the City is comfortable absorbing in the General Fund payback, because SPLOST cannot pay it all back.

Mayor, Council, and Mr. Propes discussed grant funding, SPLOST funds, funding sources, debt sources, and interest rates. They discussed the possibility of borrowing enough to invest in more than one park at a time.

Vice-Mayor Larry Bradley stated his concern for committing \$3.5 million for one project. He feels that priorities for the next few years need to be looked at, prior to committing that much money to one project. Council knows that there is going to have to be a new fire station within the next few years, which will be roughly \$4 million. He questioned which would be the higher priority between this development and a new fire station. He feels that they as a Council need to be looking at priorities of what needs to be done over the next few years. This is not a short-term commitment; it is a long-term commitment. He is not prepared to say this is the highest priority at this point in time, and he is also concerned about paying for the financing of a \$3.2 million debt. Mr. Bradley discussed going to the public and asking for a referendum. He stated his first concern is whether this is the highest priority the City has for this much money, and his second concern is why the City would not follow the concept of putting it as a referendum to the public for the citizens to decide.

Mayor, Council, and Mr. Propes discussed the history of the project, grant funds, SPLOST funds, estimated future SPLOST funds, and the cost to finish all of the parks.

Council Member Norman Garrett questioned whether Mathews Park would be finished prior to starting on this project.

Mr. Propes answered they are trying to do both, to do the first phase of this project while continuing to work on Mathews Park.

Mayor, Council, Mr. Propes, and Mr. Bailey discussed project plans, project costs, and the budget for Mathews Park. They discussed the Pilot Park Project, how much the City could comfortably absorb in the General Fund, and SPLOST helping to defray the costs annually, and also discussed the need for a future fire station.

Council Member David Dickinson stated the fire station would be an entirely different type of funding; the SPLOST Funds cannot go towards Public Safety, they must go towards parks. He stated the public has consistently said they want the parks, and the Town Green will be the heart and focal point of the City.

Council Member Myoshia Crawford stated the Town Green looks great and she is all for it, but it will not look good for the City to have completed Pilot Park, completed Childers Park, and not finish Mathews Park before starting on a new park. The City needs the Town Green, but she feels that Mathews Park should be finished first.

Mr. Propes stated he will go back and revisit the estimates for both park projects to explore options for both.

To explore funding options for a \$3.2 million loan package and a \$7.2 million loan package with a 10-to-15-year payback to bring back to full Council next week.

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

Vice-Mayor Bradley requested that this item be put on the regular agenda next week and not on the Consent Agenda. His intent next week is to amend the motion for this item to go on the referendum to the citizens of Monroe for approval at the November election.

III. ITEMS OF DISCUSSION

1. **Public Hearing Variance – 803 East Spring Street**
2. **Public Hearing Rezone – 961 Good Hope Road**
3. **Application – Beer & Wine On-Premise Consumption – Your Pie**
4. **Application – Spirituous Liquors and Beer & Wine On-Premise Consumption – Tacos N Beer Bar and Grill**
5. **Walton Plaza Facility Exterior and Roof Renovation – Remaining Buildings**
6. **Downtown Development Authority Intergovernmental Agreement**
7. **Resolution - Budget Amendment for Planning & Code RFQ Project Funding**

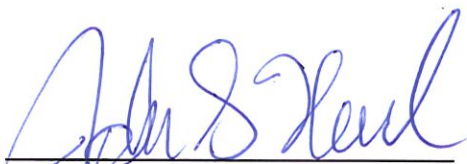
There was a general discussion on the above items. There was no action taken.

IV. MAYOR'S UPDATE

Mayor John Howard welcomed new Fire Chief Andrew Dykes. He stated National Day of Prayer is Thursday, May 6. He recognized Ms. Debbie Kirk and presented her with a Proclamation in honor of Professional Municipal Clerks Week.

V. ADJOURN

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



MAYOR



CITY CLERK