

The Mayor and Council met for a called meeting, via Teleconference-Zoom.

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, Matt McClung, Andrew Dykes, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Sadie Krawczyk, Patrick Kelley

Visitors: Brad Callender

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 COVID-19 has been hitting Monroe and Walton County pretty hard; staff cases have certainly increased, from the Director level on down. The City is adjusting, but it will be a challenge over the next couple of weeks until things start to settle down. According to GMA as of yesterday, the Region of Northeast Georgia shows the utilization of ICU is at 96% capacity, with 43% being patients with COVID-19. He stated the front lobby at City Hall will continue to be closed and meetings are by appointment only. The City will continue to be as business friendly as possible through everything. There have been a lot of efficiencies gained by using the web presence for forms and such. City business has been continuing, services have been provided, and services will continue to be provided.

3. Central Services Update

Mr. Chris Bailey discussed the P-Card System, which was put in place three to four years ago. The City has a five to one ratio for using a P-Card versus a purchase order, so the process has more than adequately been transferred over, which allows the City to receive rebates from the State of Georgia. He stated the facilities and grounds crews picked up 18 tons of trash around in the City in 2020. Leaf Collection will continue through January; things have gone smoothly with the addition of the new leaf truck and leaf trailer. He stated the new garbage truck, which came in last week is already in use. The Police Station / Municipal Court Building is waiting on the flooring tile; it has been delayed due to COVID. The first part of the audit was the warehouse and materials inventory, which had 100% accuracy for the 15th year in a row.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

City Administrator Logan Propes presented the monthly Finance Report. He stated the City has received 91.2% of the budgeted property tax collections through December 31. The Sales Tax Collections are still up, over \$200,000 per month in distributions. The General Fund is currently breaking even, but is projected to end as a positive. The revenues exceeded the expenses in both the Utility and Solid Waste Funds. The Average Monthly Payment Billing (AMP) is now available, and the criteria is online. He explained the customer must have 12 months of continuous utility service with the City, the balance should be current with no past due amounts owed, no non-payment cut-offs within the past 12 months, and if removed from AMP for any

reason, can't be added back for a period of 12 months. This allows the City to capture a rolling 12 average, so the account must be in good standing with the rolling 12 to have a better calculation. He stated the customer must request the Average Monthly Payment Billing service; everything is available online or customer service can be contacted. The monthly bills will not be the same each month; there will be minor variations throughout the year based on the service usage. He explained staff has started the 2020 Audit, which will take approximately six months to complete. Mr. Propes discussed looking for methods to cost effectively, better customer service; the City's team does a great job, but things can always be improved.

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He stated the Runway Paving Project bid closing was moved from December 17 to January 7, due to COVID. Once a date has been set for the project, the Airport and runway will be shut down for approximately four to eight weeks. He explained the tenants will be contacted about the schedule as soon as the date is set.

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith thanked everyone for all of the well wishes and prayers during his COVID experience. He presented the monthly Solid Waste Report. He stated the Transfer Station tonnage had an increase of about a thousand tons compared to last year. The curbside glass collection service is holding steady, a little over a ton of glass was collected for the month. Mr. Smith reviewed the Holiday Collection Schedule.

b. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. The crews are in the middle of the winter maintenance program, trying to remedy some of the failing streets that have potholes. The leaf truck is continuing to run through the month; the second truck has really made a difference with being able to stay on schedule. He stated the crews have been continuing to check, clean, and service the signs throughout the City.

c. Approval – 2020/21 LMIG Allocation

Mr. Jeremiah Still requested approval of the project list for the 2021 Local Maintenance and Improvement Grant (LMIG). The City receives these funds from the State of the Georgia for pavement preservation. The City of Monroe did not have an LMIG Project in 2020, due to issues with the South Madison Avenue Rehab Project. Therefore, everything has been rolled into the 2021 LMIG. He explained the portions of South Madison Avenue that will not be covered in the completion of the rehab project will be covered through the 2021 LMIG. The project list includes milling, inlay, patching, and striping on East Washington Street, Pine Crest Drive, Plaza Drive, and approximately .85 miles of South Madison Avenue. Bryant Drive will have overlay, patching, and striping done.

The committee recommends approval of the 2021 LMIG Application as presented to Council.

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

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He stated from March to December energy usage numbers were down about 13%, but by the end of December they were only down about 4.5%. The right-of-way clearing for the new power line at Publix has been completed, and construction is expected to start this month. The crews are working on the construction project on Etten Drive; there will be five new commercial buildings behind Elite Storage. The Department of Transportation has delayed voting on the new Right-of-way Acquisition Fees. He discussed the outage from a couple weeks ago; it has never happened before, and the monitoring system failed. The monitoring parameters have been changed to give more input in case it ever happens again.

Mayor, Council, and Mr. Thompson discussed the Downtown WiFi and the Fiber to the Home Projects.

b. Monthly Water, Sewer, & Gas Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, & Gas Report. The gas main extension at the Piedmont Industrial Park has been completed. The crews are working on the Unisia Drive Gas Loop, which goes from Church Street to the Walmart Distribution Center. They hit some rock today, but it should be finished later this week. The next project will be the Southview and Bolton Street Gas Main Rehab; approximately 4,500 feet of two-inch steel will be replaced with plastic. Then, 26,000 feet of six-inch gas line will be replaced on Highway 186, which will complete the loop to Morgan County. He stated the water main extension on Poplar Street has been completed from Church Street to the runway, and the Piedmont Industrial Park water extension will be starting next.

5. Public Safety

a. Monthly Fire Report

Battalion Chief Andrew Dykes presented the monthly Fire Report. He stated the department responded to 199 calls for the month of November and three of them were structure fires. The total losses of the three structure fires, which included the incident at John's Supermarket, were less than \$10,000.00. He explained the department is seeing a tremendous increase in the number of positive COVID cases that they are responding to.

b. Monthly Police Report

Captain Matt McClung presented the monthly Police Report. He stated the Chief has COVID, and apologized for him. Their lobby is still closed, and they are trying to minimize contact with the public, while still answering all calls for service. They had 1,680 calls for service in November and 9,108 area checks. They had 56 Part I Crimes, 69 Part II Crimes, and 38 adult arrests. He discussed the Active Shooter Training held at City Hall on November 10. The Department was able to secure two forklifts at no cost for the City through the excess property program. The Joint Operations Unit made 10 felony drug arrests, two of which were meth cases, recovered five stolen firearms off the street, and executed one search warrant.

City Administrator Logan Propes explained the upcoming January 7 Court date has been cancelled. The January 21 Court date is still on the schedule, pending further order from Judge Samuels.

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. The Code office had 95 inspections, and there were 29 permits written. He stated eight new businesses acquired business licenses and three businesses closed. The Code office is working with the Main Street Apartments to get them a partial Certificate of Occupancy, so they can start occupying the main floor. They have had delays, because of their elevator provider. The complex at 2130 West Spring Street and The Roe are still ongoing. The Monroe Pavilion has an anticipated start date of March.

7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk discussed the turnout and photos from the holiday events downtown. She stated the new Downtown Dollars Program is going really well. The Georgia Historic Trust has postponed their visit to Monroe until sometime this summer. She explained the Annual Downtown Reception is currently scheduled for January 25 at 6 pm at Walton Mill. The date will be confirmed once they decide whether it will be safe to move forward with getting everyone together.

8. Parks

a. Monthly Parks Report

Mr. Chris Bailey presented the monthly Parks Report. He stated the fence has been painted at Pilot Park. The playground equipment contractor will be coming in a couple of weeks to look at

MAYOR AND COUNCIL MEETING**JANUARY 5, 2021****6:00 P.M.**

shade structures for the lower playground area. The additional tables and shade structures at Mathews Park have been completed. The restroom facility should come in sometime in February. He stated they are getting everything ready for Spring time.

Mayor and Mr. Brian Thompson discussed getting internet to the parks.

III. ITEMS OF DISCUSSION

1. **Public Hearing Conditional Use – 919 Holly Hill Road**
2. **Public Hearing Variance – 603 & 606 Alcovy Street**
3. **Public Hearing Variance – 132 Pinecrest Drive**
4. **Public Hearing Rezone – 201 Bold Springs Avenue**
5. **Preliminary Plat Approval – 455 Vine Street**
6. **2nd Reading – Personnel Policy Ordinance Amendment Regarding Appeal and Grievance Procedures**
7. **Resolution – Open Records Officer**
8. **Approval – Election Qualifying Fees**
9. **LAP Resolution – CDBG Requirement**

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

IV. ITEMS REQUIRING ACTION

1. **Election of Vice-Mayor**
To elect Larry Bradley as Vice-Mayor.

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

2. **Appointment – Council Representative to DDA**
To appoint Ross Bradley as Council Representative to DDA.

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

V. MAYOR'S UPDATE

Mayor John Howard stated he has discussed the COVID situation with Larry Eibert from the hospital. Mr. Eibert explained the way the virus works is by spreading in Atlanta, moves to Gwinnett County, and hits Monroe two to three weeks later. According to the Governor's office, three of the ten fastest growing states in the country are around us; Tennessee, South Carolina, North Carolina, and Alabama which is either number twelve or thirteen. It is going to hit Georgia hard and most of the beds are already full. He stated the City needs to continue to focus on discussions with the public and restaurateurs. GMA is requesting the City to push harder to be sure people are taking the situation a little bit more seriously. Even though the hospital visits are up, deaths are down. Georgia is 49th in the country for rolling out the vaccines. He discussed the vaccines being very difficult to carry, mass distributions, and priority level tiers for the vaccines.

VI. ADJOURN

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



MAYOR



CITY CLERK