

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, Jeremiah Still, Tracey Hanson, Bill Owens, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Patrick Kelley, Sadie Krawczyk, Chris Bailey, Beverly Harrison

Visitors: Sharon Swanepoel, Andrew Kenneson, Les Russell, Bill Scott, Ann Hollis, Jim Wilson, Johnny Martin

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that Council Member David Dickinson was absent. There was a quorum.

2. City Administrator Update

City Administrator Logan Propes explained the MEAG Bond Validation will be on next week’s agenda, which is a time sensitive issue. He is working on a GDOT Transportation Alternatives Program grant application, to finish the area between the LCI Project and City Hall. If funding is approved, it will make a seamless streetscape downtown. Mr. Propes explained the Notice to Proceed for the LCI Project has been received, and the project will begin on August 6.

3. Central Services Update

Mr. Chris Bailey explained Childers Park, which has been closed a couple of months for improvements, will be open next week. The Pilot Park Community Garden is finished, and the first organization meeting will be on Monday. He stated that the grass in Childers Park and the cemeteries will start being cut on a weekly basis. Mr. Bailey discussed the Water Conservation Program; the Art Guild will donate their time and paint for the rain barrels. They will be put up for auction at different events around the City, and the proceeds will be split between the Water Department and the Art Guild. The City’s new website will be live on June 15. He discussed the different safety programs: Slow Down to Get Around, Move Over, Circle for Safety, and Stop the Bleed Program.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. She explained everything is fairly on budget for this time of year. The Fraud Filter Positive Pay and ACH Fraud Filter have been fully implemented with the bank. She stated the cashier position has been filled, so the customer service area is now fully staffed. They are working to get some additional training for the new hires, beyond the standard training. Ms. Thompson explained she is working with all the Department Heads on their 5-Year CIP Budgets. Tyler Technologies has been on-site training with the Code Department, which will go live within the next couple of months.

Council Member David Dickinson arrived at 6:09 pm.

b. FY2017 Popular Annual Financial Report

Ms. Beth Thompson presented highlights from the Popular Annual Financial Report for the year ending December 31, 2017. She explained the PAFR is a consolidation of the CAFR, which are more detailed financials that are audited. This is easy-to-read up-to-date highlights of what happened in the City the last year. Ms. Thompson discussed the general information, statistics, budget process, revenues, and expenditures included in the PAFR. She explained that the property millage rate has gradually decreased since 2010 for the City.

No Action.

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He stated the AVGAS sales stayed consistent, even with all the rain. He explained that later in the meeting he would be discussing the East Apron Rehab and Expansion, and the West Apron changes with the taxiway areas.

b. Airport Recognition

Mayor John Howard introduced Bill Scott, with Skydive Monroe. He recognized Mr. Scott for helping to raise over \$200,000 for Extra Special People Summer Camps, the last couple of years. Mr. Scott and the other pilots at the Airport raised \$106,000 this year by offering free rides. Mayor Howard presented Bill Scott with a plaque, thanking him for his tireless efforts and dedication to Monroe and Walton County.

Mr. Bill Scott thanked the Mayor and Council, and stated things have come a long way with skydiving in the City.

No Action.

c. Approval – Airport Apron Project

Mr. Chris Bailey presented the tabulations from the East Apron Rehab Expansion bid closing earlier in the day. This process is in accordance with DOT guidelines to receive State and Federal Grant Funding for the project. He explained the base bid consists of the rehab of the existing east apron, and dirt foundation preparation for paving of the expansion area. The Alternate 1 bid is for a concrete pad off of the fuel farm to protect asphalt from spilled fuel. The

Alternate 2 bid is for piping the ditch between the taxiway and the apron in front of the FBO Building. The Alternate 3 bid is to actually pave the expansion area. The Alternate 4 bid is for the site preparation and taxi-lane area of the proposed hanger. Mr. Bailey explained the lowest bid received for all the items to be \$1,538,656.50, which was higher than expected. Hopefully, the project will fall into a 25% local match from the City. Unless DOT will include the funding of the Alternate 4 bid as part of the match amounts, it will be dropped from the project and added as part of the hangar bids. He explained the turnkey hangar bid will be around \$450,000 and will include: the paving, the piping for drainage, the actual hangar, the construction, and the concrete pad. The City has unofficially been given approximately a million dollars for the airport, and an allotment of about \$450,000 in entitlement funds which can be used for paving. Mr. Bailey stated they will also be requesting improvement and reroute of the western apron taxi-lane from E.R. Snell, due to DOT requiring closure of a section of the taxi-lane which is used to get to the runway. He will bring it for approval once he has all of the details. To be eligible for the funds the contracts must be sent back to DOT by the end of the month.

City Administrator Logan Propes explained the rush is because the Georgia Department of Transportation reached out to the City with the funding. The City must be shovel ready to receive the funding, and the City essentially is shovel ready.

Council and staff discussed the funding options for the project: grant funds, project funds, contribution funds, entitlement funds, and SPLOST funds.

No Action.

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. He discussed calls and emails about glass not being picked up with the recycling. He explained that the City is no longer able to provide this service; inserts will be sent to the customers explaining what can be collected. They are encouraging people to use Keep Walton Clean & Beautiful to drop off their glass recycling. Mr. Smith discussed the site improvements at the Transfer Station for safety and compliance. The Georgia EPD standards for Solid Waste Management require all the MSW Permitted Facilities to be reviewed every five years. He explained the drainage project and metal walls will be done in-house, but the catwalk and scale repair will be outsourced. The cost of the total project is an estimated \$34,000.00.

b. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. He stated they are working on the steel wall at the Transfer Station, and will start the drainage project in the next six to eight weeks. He explained the draining project will be done after hours, and won't interfere with daily operations. The right-of-way cutting is behind due to all the rain, but extra hours are being scheduled to catchup. Mr. Still discussed the LMIG prep-work and patching process for Sweet Gum, Nowell Street, Douglas Street, and Mary Street. He also discussed clearing and cleaning the inert landfill facilities, lowering the clearance for the airport, and grinding piles of debris.

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

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He discussed the SEPA meeting with MEAG and the Department of Energy. He explained the two circuits feeding the office failed due to fallen trees, causing the outage at City Hall. They are working on solving the battery failure issues today, and working on a getting a third circuit. They are reconducting the old circuit on Carwood Drive and Mayfield Drive. Mr. Thompson explained that MEAG will be replacing the poles on the Spring Street corridor at no cost to the City. There will be seven poles replaced with concrete poles. He explained the average downtime turnaround for Telecom is now six hours, compared to 22 hours last year, due to internal controls.

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

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He explained the natural gas project on Highway 11 has started back up, and the Mount Vernon project is waiting on materials. He will discuss replacing the gas main on Bryant Road later tonight. The sewer rehab project on Olympia Way has begun. Carl Hofstadter will begin the design and bid process for the Sewer Plant Project. The roof has been completed at the Water Treatment Plant, and they have started working on the interior.

c. Approval – Rehab of Two Meadow Walk Subdivision Retention Ponds

Mr. Rodney Middlebrooks discussed rehabbing the retention ponds in the Meadow Walk Subdivision on Gratis Road. He requested to hire JT Magbe Contracting to rehab two of the three retention ponds, because the work is above what staff can handle. He explained that the City will clean out the third retention pond. Mr. Middlebrooks explained JT Magbe Contracting had the lowest quote of \$37,250.00.

Council Member Lee Malcom questioned this being a continued expense for new developments and subdivisions in the future.

Mr. Middlebrooks explained that they do a yearly inspection of all the retention ponds. The City does all the maintenance, cutting, and cleaning of them. He explained this process is very expensive; there are approximately 119 retention ponds within the City.

Mayor Howard stated the City has taken this over because the Associations don't know how to clean them correctly.

Mr. Middlebrooks stated that some of the retention ponds have been there for years, but yearly inspections were not done. There was not a Stormwater Department to inspect the ponds; it was up to the homeowners association or the property owners to maintain the ponds. He explained that over the last few years, some stormwater guidelines have been developed, and they have started doing the inspections. He stated that they couldn't expect one homeowner to cover the cost of bringing the pond up to spec, when the City didn't do their part.

City Administrator Logan Propes stated that currently the City does not levy any stormwater fees, but eventually that will become a mandate. He explained that water and wastewater help pay for the remediation of the various neighborhoods.

Council Member Nathan Little stated that Council needs to look at creating a Stormwater Department, and get it setup in the proper place. He explained that in the past the duties were split between Public Works and Utilities, but most of it has fallen under the Utility Department.

The Committee recommends to Council approval to contract with JT Magbe Contracting for rehab of the two retention ponds for the amount of \$37,250.00.

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

d. Approval – Bryant Road Gas Main Replacement

Mr. Rodney Middlebrooks requested approval to hire Southern Pipeline for the construction and replacement of the old gas main along Bryant Road for \$17,100.00. He explained a recent leak survey determined that the two-inch steel gas main replacement needed to be moved ahead of some other projects. He explained that the City does not have welders or the ability to weld on gas pipe to do the replacement. The steel gas main will be replaced with two-inch plastic which will no longer require the protection of steel mains.

Council and staff discussed the Public Service Commission Leak Survey, types of leaks, and budget amounts.

The Committee recommends approval to hire Southern Pipeline to replace the gas main for the amount of \$17,100.00 to Council.

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

e. Approval – Media Blasting of Interior Walls at older Water Treatment Plant Building

Mr. Rodney Middlebrooks discussed hiring JNR & Associates to media blast the interior walls at the older water treatment plant, which will be used for office space. It will be more cost effective to sand or media blast the interior walls and preserve the original brick. He explained only one of the two bids received could provide the Dryfall spray for the ceiling, which will save from installing ceiling tiles. He is requesting approval to hire JNR & Associates for the amount of \$24,000.00.

The committee recommends to Council approval to hire JNR & Associates to refinish walls and ceiling for the amount of \$24,000.00.

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

f. Purchase – Electric Line Truck

Mr. Brian Thompson requested to purchase an Altec AA55E Articulating Non-Overcenter Aerial Device on a 2019 Freightliner M2-106 chassis for \$190,560.00. The purchase will be made using the National Joint Powers Alliance contract pricing. He explained there is a 330-day delivery date. It will replace a 1998 TECO Material Handling Truck that can no longer be serviced, because TECO is no longer in business and parts are scarce. The aerial unit will be removed and the truck chassis will be used in another capacity.

Council Member Larry Bradley questioned the ramifications of not purchasing the truck.

Mr. Thompson answered being down a truck would make recovery time for the electric system slower.

The committee recommends approval to purchase the truck from Altec Industries for the amount of \$190,560.00 to Council.

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

g. Purchase – Electric Material

Mr. Brian Thompson requested to purchase the electrical distribution material to provide electric service to the Stone Creek Development from Stuart C. Irby Company. He explained the total amount of the materials is \$168,316.60, which will be paid upfront by the contractor.

Council Member Larry Bradley questioned whether the contractor writes a check for the amount of \$168,316.60.

Mr. Thompson answered the contractor writes a check for that exact amount. The contractor also pays for the installation and street lights.

The committee recommends to Council approval to purchase the electrical distribution material from Stuart C. Irby Company for \$168,316.60, contingent upon receiving this amount from the contractor prior to the order being placed.

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

5. Public Safety

a. Monthly Fire Report

Mr. Bill Owens presented the monthly Fire Report. He explained the burn building is coming along nicely, and they will start doing the building reaction studies soon. The SAFER Grant Staff are finishing their testing for emergency medical responder training, which will complete all of their basic fire and medical training.

b. Monthly Police Report

Ms. Tracey Hanson presented the monthly Police Report. She stated an arrest was made in one of the Barfield homicides, which are both still active investigations with more arrests expected. There has been a rash of entering autos, which resulted in three juvenile arrests. Officers have been addressing commercial vehicle and tractor trailer traffic issues. They have issued 44

warnings and 28 citations on Church Street alone. Ms. Hanson explained the Police Department will host the Governor's Office of Highway Safety Meeting on June 15, and there will be multiple safety checks throughout the City afterward. She stated five of the Tahoes should be going into service within the next couple of weeks.

c. Approval – Police Department Design Selection

City Administrator Logan Propes discussed the Walton Plaza Shopping Center purchase last December. He explained that as part of the purchase, a portion of the area will be retrofitted for the new Police Department and Municipal Court Complex. The Garland Company will be the design build group, and will basically oversee the project through the US Communities Program.

Mr. Chris Bailey discussed the proposal submitted by the Sizemore Group. He explained they have extensive experience in redesigning and repurposing buildings for law enforcement and other government facilities. He discussed jobs done by the Sizemore Group, and their references. Their proposal presented almost full scale design concept. Mr. Bailey explained that the request is for the Sizemore Group to move forward with the design build process.

Mayor Howard requested the Police and Municipal Court be a hundred percent separate, with no direct access.

Mr. Propes stated that was one of the main design considerations in the proposal request, and the walk-through of the facility. He explained there will need to be access between them to bring the inmates in for court proceedings. It will mostly be a physically separate entity within the same building. He explained that after the architect is approved, he will start getting the funding lined up. The cost of the chosen design will be approximately \$2.7 to \$3.0 million.

Mr. Bailey stated the goal is to have a completed project by May or June of 2019.

Council and staff further discussed the layout design concepts, options, and ideas.

The committee recommends acceptance of the Sizemore Group as the principal design consultants for the Police Department at the Plaza Shopping Center 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 explained they are training on the new Tyler Technologies software, and configuring the Code module. This will be a great efficiency tool to help with tracking and provide better reporting. He stated that Wendy's has inquired about demolition, and they are working on the plans for rebuild. The developer for the Main Street Walton Mills Apartment Complex project is working on preliminary site plans. Mr. Kelley discussed stormwater detention ponds being adopted with the final plat, which would be easier to maintain going forward.

7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She explained the new alcohol ordinances have been communicated and distributed to businesses. It was in effect for the first concert in June, and restaurants have been purchasing and using the alcohol cups. The next big event will be the July 4th Bicentennial Celebration Event with fireworks. She discussed continuing communication awareness for the businesses downtown to help them understand the benefits offered to them by the new alcohol ordinance. She explained businesses and residents within the entertainment district can purchase the cups from the Code Office.

Council Member Lee Malcom questioned whether a business having an after-hours event could purchase the cups to serve alcohol.

Ms. Krawczyk answered it typically applies to a business that already has an alcohol service license.

City Attorney Paul Rosenthal explained that the new ordinance allows an amenities license for a realtor's office, art guild, lawyer's office, or retail business to do an amenities delivery to serve champagne or a glass of wine in the evening. The solo cup rule was drafted to address pouring license facilities. It also applies to residents in the downtown area that can pour from their homes and carry, or established pouring license locations.

III. ITEMS OF DISCUSSION

1. Upcoming Public Hearings

a. Variance – 911 North Broad Street

b. 2018 Community Work Program Update

2. Reconsideration of Application – Spirituous Liquors and Beer & Wine On-Premise Consumption – Fuzions

3. Variance – 911 North Broad Street

4. Application – Beer & Wine Package Sales – Hotel-Motel In-Room Service – Sparrow Hill Inn

5. 2nd Reading – Speed Zone Ordinance

6. Approval – 2018 Community Work Program Update

7. Resolution – 2018 Community Work Program

8. Appointment – Library Board

9. 2019 SPLOST Intergovernmental Agreement

10. Approval – Council Chambers Upgrade

11. Discussion – Highway 83 Development – Mazzawi Tract

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

IV. ITEMS REQUIRING ACTION

1. Approval – Intergovernmental Agreement – John Deere Road

City Administrator Logan Propes explained the Intergovernmental Agreement with Walton County for the joint paving project on John Deere Road for 50% of the shared material cost. He explained that it is complicated, because John Deere Road is in both the County and City. The City has annexed the road on both sides, but a large portion of the road itself still remains in the County's inventory system, for which they receive some LMIG funding each year. A 50/50

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shared material cost has been negotiated, with the County doing the paving work. The estimated cost for the City is \$49,466.25, for the 0.86 miles of road being paved.

To approve the Intergovernmental Agreement with Walton County for the joint paving project on John Deere Road for an estimated material cost of \$49,466.25, to be paid by SPLOST.

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

V. ADJOURN TO EXECUTIVE SESSION

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

Mayor Howard recused himself from presiding over the remainder of the meeting and would not participate in the discussion or vote, due to being an adjoining landowner to the real estate issue discussed in executive session. There was still a quorum.

Vice-Mayor Adcock presided over the remainder of the meeting.

Motion to approve the City entering into an Assignment of a Real Estate Sales Agreement wherein the City will be assigned the rights of the Buyer of an existing contract between Bank of Eastman as Seller and John T. Anderson and Melvin L. Music as Buyer to purchase the property commonly known as 306 and 320 South Madison Avenue, consisting of approximately 3.143 acres located at the southwest corner of the intersection of South Madison Avenue and Church Street, Monroe, Georgia subject to the following conditions: the purchase price of the property shall be \$750,000.00; due diligence period on the contract shall be extended to July 31, 2018; closing on the property shall be extended to August 31, 2018; the City shall provide the Seller, Bank of Eastman, with a letter of acknowledgement concerning Seller’s non-cash charitable contribution relating to the sale; property taxes shall be prorated as of May 31, 2018; and the property shall be submitted for application into the Georgia EPD Brownfield program.

Council Member Lee Malcom abstained due to being an adjoining landowner.

Council Member Ross Bradley abstained due to business relationship conflict.

*Motion by Dickinson, seconded by Little.
Abstaining: Malcom, R. Bradley
Passed Unanimously.*

Motion to approve the City entering into an Agreement for the Sale of Real Property wherein the City will sell and Monroe Business Enterprises, LLC will purchase approximately 1.476 acres of land located in the northwest corner of the intersection of South Madison Avenue and Davis Street, Monroe, Georgia under the following conditions: the purchase price of the property shall be \$475,000.00; the contract is contingent upon the City obtaining ownership to the property as contemplated for in my prior motion; due diligence period on the contract shall be for 90 days after City obtains ownership of the property; closing shall occur within 90 days after the due diligence period expires; and buyer can have early access to the property for general use upon the City obtaining ownership of the property.

Council Member Lee Malcom abstained due to being an adjoining landowner.

Council Member Ross Bradley abstained due to business relationship conflict.

*Motion by Dickinson, seconded by L. Bradley.
Abstaining: Malcom, R. Bradley
Passed Unanimously.*

Motion to approve the agreement with Envirorisk Consultants, Inc. to perform the Brownfield testing and application process on the 3.143 acre property commonly known as 306 and 320 South Madison Avenue at a price not to exceed \$34,816.00.

Council Member Lee Malcom abstained due to being an adjoining landowner.

Council Member Ross Bradley abstained due to business relationship conflict.

*Motion by Dickinson, seconded by Little.
Abstaining: Malcom, R. Bradley
Passed Unanimously.*

VI. ADJOURN

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

MAYOR

CITY CLERK