

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, R.V. Watts, Bill Owens, Brian Thompson, Darrell Stone, Patrick Kelley, Sadie Krawczyk, Chris Bailey, Beverly Harrison

Visitors: Andrew Kenneson, Les Russell, David Wright, Lee Rowell, Chris Collin, Timothy Carson, Nate Treadway, Angela Yarman, Richard Spalding

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 gave recap concerning State Route and Georgia Department of Transportation issues for the year. The construction of the Eastbound On-Ramp at West Spring Street has been scheduled for 2021 by the State. The Letter of Intent will be presented to Council next month for funding the Westbound On-Ramp at Charlotte Rowell Boulevard. The improvements for Highway 11 and Highway 78 will have a multi-phase approach, over several years. Initially, the idea is to create traffic relief with the new truck connector bypass. He explained GDOT will be paying for the dual turn lanes at Unisia Drive and the signal upgrades at West Spring Street and Martin Luther King Boulevard. The Supplemental Agreement to install additional lighting and pavers on North Broad Street is finished, and there will be a twenty percent local match. The West Spring Street Streetscape Project is effectively closed out. Mr. Propes explained they are continuing to work on several public-private parking lot agreements to maximize public benefit of all the asphalt in town, without adding any more inventory.

3. Central Services Update

Mr. Chris Bailey stated the Police Department / Municipal Court Building bid will be submitted for review on December 20 and presented to Council in January. He encouraged visiting the Cashier and Customer Service areas, which have been redone and are decorated for the Holidays. The contractors are now maintaining the sidewalks and right-of-way corridors on North Broad Street and West Spring Street.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

City Administrator Logan Propes stated the General Fund was drawn down through the end of October, utilizing most of the Stabilization Fund. He explained this is primarily due to property tax payments not coming in yet. The General Fund budget is running behind on revenues, due to pending tax collections, but things are on track. Utility and Solid Waste Funds are trending well overall, and the Solid Waste revenue has been bolstered by the extended Friday hours at the Transfer Station.

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He stated the Airport CIP was submitted to GDOT and FAA on November 21. The grant application has been submitted for the Runway Rehabilitation; the estimated cost is \$1,200,000 for the paving and restriping. He explained repairs for the 750-foot section of runway that is deteriorating may be an additional cost. He will inform Council if and when the City is awarded the construction project. GDOT is

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performing a statewide economic study on visitor estimates for all of the Airports; this information is used to define the base funding levels for Airports throughout the year.

b. Ground Lease – Hangar Build Site

Mr. Chris Bailey discussed the proposed ground lease agreement from L&M Aviation, Inc, who is a private entity. The area is adjacent to the existing t-hangars on Richard Parsons Drive and runs parallel to the runway. The 16-unit t-hangar build would provide \$175,000 in land lease revenue to the Cy Nunnally Memorial Airport during the terms of the agreement. Mr. Bailey requested approval to negotiate the terms of the ground lease agreement with L&M Aviation. He explained it will be a 50-year lease, with a 50-year renewable option.

Mayor, Council, and staff discussed t-hangar rental rates, the City's wait list, and Standard Operating Procedures.

The committee recommends approval of the ground lease agreement for building t-hangars to Council.

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

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

Mr. Danny Smith presented the monthly Solid Waste Report. He stated collections have increased over 1,000 tons compared to this time last year. The Friday schedule will be extended for the remainder of the year; the Transfer Station will stay open until 5:00 pm. The projects will be pushed into the first quarter of next year. He reviewed the Holiday Collection Schedule for Christmas and New Year's. Mr. Smith discussed the feedback received about the new Automated Side Loader concerning overflow. He explained the truck is designed for picking up carts, but arrangements will be made for collecting any overflow. He recommended customers to call the office about any problems.

b. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. He explained the crews have used about 40 tons of cold patch smoothing utility cut transitions. The leaf truck has been running for four days, and they are still on the Monday route. The traffic light at Breedlove Drive and McDaniel Street went out. The cost is approximately \$15,000 to replace, but they have had nothing but positive comments for the four-way stop that is in place currently. Mr. Still recommended changing the signage and making the existing four-way stop permanent.

Council and staff discussed repair of the light and leaving it flashing red, as it is currently.

City Administrator Logan Propes stated his recommendation would be to leave the intersection as a four-way stop, with the flashing red light. He stated it actually seems to be moving more efficiently and can be revisited again later.

c. Traffic Calming Features – East Church Street and Davis Street

City Administrator Logan Propes discussed the speeding and heavy truck traffic issues on East Church Street and Davis Street, and traffic calming models aimed at slowing vehicles and discouraging the truck traffic. He requested approval for Keck & Wood, the on-call engineers, to provide project management and get bids for the traffic calming features. The bids will be brought back to Council for final approval. The construction cost estimate for East Church Street is \$180,000. There would be several six-inch high median segments placed where they would have the least amount of impact to the homes and curb cuts. The Davis Street construction cost estimate is approximately \$50,000. Five speed tables, not speed humps, would be strategically placed. The speed tables are almost four-inches high and are longer in width than speed humps. He explained these are the most cost-effective solutions.

Council discussed the various traffic issues and the best solutions, economically.

Mr. Propes stated the speed tables can be removed if they do not work. If Council is agreeable, he will have Keck & Wood proceed with the final design and engineering. The bids will be brought back for approval by Council.

Council Member Norman Garrett questioned why the Davis Street Project would not continue any further than Pine Park.

Mr. Propes explained this area was identified by speed studies due to previous incidents, but it could go further down Davis Street.

Council Member David Dickinson agreed with Mr. Garrett, going further down Davis Street should be looked into.

The committee recommends to Council approval for Keck & Wood to proceed with the traffic calming features for East Church Street and Davis Street as presented.

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

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He stated the contractor will be starting the Spring Street Project on Monday. The work zone area has a turn lane, which will help with traffic issues. The pole and pad mount inspections are both complete. The pole reject percentage was less than four, and the pad mount equipment percentage was less than two percent. The crews have been putting decorations up in the Downtown area and getting prepared for the parade.

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

Mr. Chris Bailey presented the monthly Water, Sewer, Gas, & Stormwater Report. The projects from last month are still ongoing. Primaries 1 and 2 at the Sewer Plant went down, but they are working to get them fixed. The water fountain was fixed yesterday.

c. Approval – Loganville Water Transmission Line

City Administrator Logan Propes stated the engineering design for the Loganville Water Transmission Line Project is complete, and 99% of the right-of-ways have been acquired. Some of the right-of-ways belong to the State. He discussed the water transmission line construction bid and the alternate bid for trenching and laying fiber conduit along the same route. Mid-South Builders, Inc. had the lowest bids; the water line bid amount is \$4,142,000 and the alternate bid amount is \$254,000. Mr. Propes explained the water line construction cost will be split with the City of Loganville, per the Water Service Agreement from last year.

Council and staff discussed the previous agreement.

City Attorney Paul Rosenthal clarified that the Water Service Agreement is already in place, and Council has full control over the project. The City of Loganville has already agreed to pay fifty percent of the cost. He explained the City of Monroe will front a hundred percent of the costs, until the project is complete. At completion, the City of Monroe will bill the City of Loganville. They will then have 90-days to pay their portion. The City of Monroe has control of the total bill amount; the City of Loganville has already agreed to pay half.

Mr. Propes explained to satisfy their bond requirements the City of Loganville will probably pay as the project progresses. The City of Monroe will use a combination of funds from the City of Loganville, Utility CIP, and potential bond proceeds for the project.

The committee recommends approval of the bids from Mid-South Builders, Inc. for the amount of \$4,142,000, plus \$245,000, for a total cost of \$4,387,000 for the Loganville Transmission Line Project to Council.

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

d. Approval – Loganville Water Transmission Line Pump Station & Meter Vault

City Administrator Logan Propes stated a pump station and meter vault must be built in order for the Loganville Transmission Line to work. The property has already been acquired. All-South Constructors, Inc. had the lowest bid amount of \$1,428,337. Mr. Propes explained this is an upgradable station; the raw water capacity can grow with future projects. The City of Loganville will share fifty percent of the total construction and right-of-way costs. The City of Monroe will use a combination of funds from the City of Loganville, Utility CIP, and potential bond proceeds for the project.

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The committee recommends to Council approval of the bid from All-South Constructors, Inc. for the amount of \$1,428,337 to construct the water transmission pump station and meter vault.

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

e. Additional 30-inch Raw Water Main – Engineering Design Services

City Administrator Logan Propes explained the additional 30-inch raw water line will ensure future water capability for the City of Monroe and their customers. In 2008, Weideman and Singleton prepared a raw water line system study for the City. The Georgia Environmental Protection Division requires an updated design of the 2008 construction plans. He explained Weideman and Singleton can adjust and update the plans for resubmission to EPD. Mr. Propes requested approval of design and engineering services by Weideman and Singleton for a cost of \$48,790.00. He stated the raw water line will go from the Alcovy River to the Water Plant.

The Committee recommends approval of design and engineering services by Weideman and Singleton, Inc. for \$48,790.00 for the 30-inch raw water line from the Alcovy River to the Water Plant to Council.

*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 has been an increase in calls due to the cold weather. He explained they finished their Live Fire Training, which included Walton County. They also completed all of their hose testing for 2019.

b. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. He stated the Part 1 and Part 2 Crimes are up due to the holidays, but they are still down compared to this time last year. The department participated in fifteen community events. They collected over 70-pounds of prescription medication at the DEA Drug Takeback Event. He discussed the drive-by shooting on Chestnut and the armed robbery at Kentucky Fried Chicken, which were both resolved.

c. Approval – Out of State Training for Police

Police Chief R.V. Watts requested approval to send Lieutenant Tracy Hanson to the Atlanta Division Task Force Officer School. The training will be held in Charleston, South Carolina from December 9 – 13, 2019. There will be no cost to the City for the training, lodging, or meals. He requested approval for Lt. Hanson to use a City issued vehicle to travel out-of-state.

The committee recommends to Council to allow Lieutenant Tracy Hanson to attend the Task Force Officer School in Charleston, South Carolina, from December 9 – 13, 2019.

*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 ten new businesses and nine businesses that closed, but a couple of those were changes in ownership. Silver Queen is still under construction, and the Main Street Apartment Complex is about to get above ground. He stated the Dentist Office at 1190 West Spring Street is almost complete. The building is a compliment to that corridor.

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

Ms. Sadie Krawczyk presented the monthly Economic Development Report. All of the lights are up in Childers Park, and Public Works did an amazing job. She stated they had a very successful light parade. Shop Small Saturday and Black Friday were both good in Downtown, according to the businesses. The Christmas Parade will be Thursday night starting at 6:30, and the parade route will be reversed this year. It will start at City Hall and go South, ending in the Mill area. She discussed the updated Retail Marketing Brochure prepared by NextSite, which shows positive growth in the area.

8. Parks

a. Monthly Parks Report

City Administrator Logan Propes explained the recently hired Parks Manager will be reporting to Chris Bailey in Central Services. His first order of business will be to prepare a stabilization and maintenance plan for each park location, which will include detailed rehab information. He will also create a medium-sized project list to be launched in 2020.

Council and staff discussed proceeds from SPLOST that will be designated towards the parks.

III. ITEMS OF DISCUSSION

- 1. Public Hearing Rezone / Annexation – 0 Hardwood Road
- 2. Public Hearing Variance – 310 North Madison Avenue
- 3. Appointment – Library Board
- 4. Appointments (3) – Downtown Development Authority & Convention & Visitors Bureau Authority & Urban Redevelopment Agency
- 5. Appointment – Planning Commission
- 6. Approval – 2020 Budget Resolution
- 7. Adopt – 2020 Council Meeting Schedule

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

IV. ITEMS REQUIRING ACTION

1. Public Hearing – 2020 Budget All Funds

City Administrator Logan Propes presented the summaries of the final budget for the 2020 fiscal year beginning January 1, 2020 and ending December 31, 2020. He stated the total 2020 General Fund Budget amount is \$12,668,341 as proposed, which represents only a 7.3 percent increase over 2019. This is with an ad valorem tax rate of 7.802 mills. The total Combined Utilities Budget is \$41,612,339, which represents a 4.4 percent increase from 2019. The Enterprise Fund Budget of Solid Waste contains an increase of 11.3 percent. All funds combined city-wide increased 4.9 percent with a total proposed budget of \$62,375,308. Mr. Propes stated the budget includes twelve additional positions. There will be four Police Officers and one Criminal Division Investigator added in the General Fund. There will be one Key Accounts Position, one Customer Service Representative, one Wastewater Serviceman, one Water Treatment Plant Trainee, one Natural Gas Serviceman, and one Utilities Locate Technician added in the Utilities Fund. There will be one Residential Driver for the Collection Division added in the Solid Waste Fund.

The Mayor declared the meeting open for the purpose of public input.

There were no public comments; Mayor Howard declared that portion of the meeting closed.

No Action.

2. 1st Reading – Alcoholic Beverages Ordinance Amendment

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