

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, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Darrell Stone, Chris Bailey, Sadie Krawczyk, Patrick Kelley, Beverly Harrison

Visitors: Sharon Swanepoel, Andrew Kenneson, Les Russell, Lee Rowell, Darrin Cooper, Chris Collin, Amylee Dire, Terrie Giles

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 discussed the SPLOST Collection Analysis. Walton County increased 17.3% from 2018, which surpasses the rest of the region. He congratulated Joel Black, with Mauldin & Jenkins, for being appointed Chair of the Governmental Accounting Standards Board. He explained it is a nationwide entity that writes the rules for all governmental accounting.

3. Central Services Update

Mr. Chris Bailey stated the Police Department / Municipal Court Building will be discussed during the Public Safety section of the meeting. The photographer Martin Bozone has a database of approximately 5,000 photographs to be reviewed. The three person grounds crew picked up 22,000 pounds of trash and cut approximately 465 acres of grass in 2019. Mr. Bailey will be interviewing applicants from the University of Georgia for an internship position this week. He discussed some of the program qualifications that must be met.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. She stated Mauldin & Jenkins started their preplanning work last Friday. They will be here for two weeks starting on February 2 to begin the field work for the audit. She stated there may be some budget amendments after all of the yearend entries and accruals are entered. Revenues exceeded budget amounts, so the amendments will not have a negative impact. Ms. Thompson explained they are working on a policy for budget billing, which will be implemented around mid-year. The Finance Department received the CAFR and PAFR Awards from the Governmental Finance Officers Association again this year. She stated the property tax collections were at 99.7% as of December.

b. GMEBS Restated Defined Benefit Retirement Plan Amendments and Updates

City Administrator Logan Propes explained the City is required to adopt the standard amendments as part of being a Georgia Municipal Employees Benefit System (GMEBS) Defined Benefit Plan Member. The IRS required some rules concerning compensation, caps, calculations, days of service, and in-service distributions to be rewritten. The new language must be adopted for all pension plans.

The committee recommends approval of the Georgia Municipal Employees Benefit System Restated Defined Benefit Retirement Plan Amendments and Updates to Council.

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

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He stated the total revenue for AvGas sales was \$115,136.09, with a profit of \$10,026.33. Almost 130,000 gallons of fuel has been sold since opening in September of 2015.

b. Runway Rehabilitation Design

Mr. Chris Bailey discussed the proposed project which includes engineering, design, and administration by GMC Networks for the rehabilitation of the runway at the Airport. The project would replace the crack seal project that was originally approved. He explained the Georgia Department of Transportation has a complete runway rehab planned within the next four years. There was \$155,500.00 budgeted for the crack seal project design, and the complete runway rehabilitation project will be \$76,954.06. The City will be responsible for five percent, which is \$3,847.70.

The committee recommends to Council approval of the Engineering Design Services by GMC Networks for the Runway Rehabilitation.

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

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. He stated the Transfer Station Projects are still active, with a target date of early spring for completion. The collections increased over 838 tons compared to this time last year. The extended hours generated a surplus of over \$45,000 as of December 13, 2019. The collection routes are back on their regular schedule.

b. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. He explained the crews have been doing winter maintenance, utility cut repairs, and patching. The leaf truck collected 206 tons of leaves in December. He stated the City has acquired some dirt to finish the backfill portion of the drainage project at the Transfer Station.

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He stated Service Electric has been working on the Spring Street Project. The new ductile poles will be set in the next couple of weeks and the new wire can be installed. Phase II of Stone Creek is approximately 90% complete. He discussed the Retransmission Consent Agreements required by FCC each year. There will be some new Channels added to the system, but there will be no additional costs. He explained some of the channels will be moved around.

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

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. The gas main installation for Grand Haven Phase II has been completed. The sewer main along Milledge Avenue has been installed. The contractor has started the CDBG Project on South Madison. The Valve Exercise Trailer has been delivered. Mr. Middlebrooks stated there was an emergency purchase at the Sewer Plant. They were experiencing issues with sludge disposal, which can't be land applied. They were able to find a portable belt press for \$19,500 a month, which will be delivered Friday. Hopefully, they will only need it for two months.

c. Approval – GEMA Generator Grant Application

Mr. Rodney Middlebrooks discussed the one-time grant from GEMA/FEMA for purchasing generators. The money was made available after Hurricane Matthew. He is requesting funding to purchase four generators. One of the generators will be installed at the Alcovy River to allow the City to continue pumping water during a natural disaster. The other three generators will be installed at the Water Treatment Plant to allow the City to continue making and supplying water.

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He stated if the City is awarded the grant, the City's match amount would be \$289,850.00. Mr. Middlebrooks requested permission to submit the grant application paperwork.

Council and staff further discussed the generators and the benefits having them.

City Administrator Logan Propes explained there will be annual maintenance charges, which can be budgeted each year.

The committee recommends authorizing Carter & Sloope to proceed with the GEMA Grant Application to purchase four emergency power generators 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 the department assisted with the Adult Leadership Walton Class. They are starting the 2020 Recruit Volunteer Program. He explained the full-time firefighters are starting the FAO Class this month, which is the Driver Operator Program.

b. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. He stated the Part 1 and Part 2 Crimes were up for the month, which is standard for this time of year. The department participated in five community events. They were able to close a cruelty to children case and a felony shoplifting case at Home Depot. The Joint Operations Unit conducted three search warrants and collected five firearms. He explained a citizen donated the funds to purchase another Dual K-9; the request for purchase and out-of-state travel will be on the agenda next week. He introduced Officer Brian Scruggs, one of the three officers that graduated last month.

c. Plaza Renovation Bid – Police / Municipal Court Complex

Mr. Chris Bailey discussed the bids for renovation of the new Police Department and Municipal Court Complex, which closed on December 20. He stated the base bids range between \$2.27 million and \$2.3 million. The Sizemore Group is reviewing the 700-page bid documents and checking all the reference information. He explained once the Notice to Proceed has been issued, the time frame should be approximately eight to twelve months for completion of the project.

No Action.

6. Planning & Code**a. Monthly Code Report**

Mr. Patrick Kelley presented the monthly Code Report. He stated there were six new businesses and one business that closed.

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

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She stated the DDA closed their portion of the project for LR Burger in December. The Downtown Retailers have reported that Monroe outperformed other locations for the Holiday Shopping Season. They are working on the 2020 City Event Calendar. She explained Monroe will be a presenting City to do a full presentation to the Department of Community Affairs staff for the Georgia Main Street Annual Assessment. The Downtown Sponsor Reception and Awards Night will be held Monday, January 27, at 5:30 pm at The Wayfarer Music Hall. The award recipients are decided by the Downtown Development Authority Board. There are four awards; the Golden Hammer Award for the Renovation of the Year, the Business of the Year Award for showing incredible partnership and creative entrepreneurship, the Volunteer of the Year Award, and the Sponsor of the Year Award.

b. 2020 NextSite Funding

Economic Development Specialist Sadie Krawczyk requested approval of funding for the third and final year of the three-year contract with NextSite Consultants. She stated they continue to work closely with MAB and give updated demographic reports to the City.

The committee recommends to Council approval of the contract funding for retail marketing services with NextSite.

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

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

City Administrator Logan Propes stated the Letter of Intent has been received from the property owner of the railroad. This will allow the City to proceed with the Rails to Trails Program through the Georgia Department of Natural Resources. He explained that Chris Bailey and the Parks Manager have been doing assessments of the parks.

Mr. Chris Bailey explained they have been looking things over at Mathews Park, Hammond Park, and Pilot Park. He discussed paving, the entrance, additional trash cans, and trash collection at Mathews Park. They are checking the condition of the tennis courts at Hammond Park and will try to make the play-ground area safe at Pilot Park.

b. Request for Termination of Portions of 2003 IGA of Park Properties with Walton County

City Administrator Logan Propes discussed the request to terminate portions of the 2003 Intergovernmental Agreement of Park Properties with Walton County. He explained that Walton County stated previously that they were no longer interested in maintaining the parks. Walton County sent a partial termination agreement of the 2003 Lease Agreement, and the City Attorney found it to be appropriate. Mr. Propes requested approval of the official termination agreement, which means the City will be responsible for general maintenance of the parks. The City will start by stabilizing the parks currently in inventory.

Council and staff discussed the Nowell Recreation Center, which was not included in the agreement from 2003.

The committee recommends approval to terminate portions of the 2003 Intergovernmental Recreation Service and Property Conveyance Agreement with Walton County pertaining to the 50-year lease of Mathews, Hammond, Pilot, Coker, and Kidd Parks to Council.

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

III. ITEMS OF DISCUSSION

1. **Application – Spirituous Liquors and Beer & Wine On-Premise Consumption – Lindsey-Garrett Post No. 64 of the American Legion**
2. **Application – Beer & Wine On-Premise Consumption – Addison’s Wonderland**
3. **Application – Beer & Wine Package Sales – The Market**
4. **Application – Beer & Wine Package Sales – Quic Pic Food Mart**
5. **Resolution – Open Records Officer**
6. **2nd Reading – Fire Protection and Prevention Ordinance Amendment**

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 Wayne Adcock as Vice-Mayor.

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

2. Appointment – Council Representative to DDA

To appoint Ross Bradley as Council Representative to DDA.

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

3. Resolution of Support – Funding Letter for Westbound On-Ramp

City Administrator Logan Propes discussed the Monroe Pavilion Shopping Center, located off of Charlotte Rowell Boulevard and Highway 11. He explained the Westbound On-Ramp to Highway 78 from Charlotte Rowell Boulevard is required for the project to work. It will also help the City alleviate traffic throughout the corridor. The Georgia Department of Transportation wants the City and County to pay costs upfront. The total estimated cost for the project is \$2.4 million, GDOT will contribute \$1.4 million, and Walton County will contribute \$350,000. Mr. Propes recommends that the City contribute \$350,000. He stated MAB American Management is going to contribute \$300,000 to the project.

To adopt the resolution.

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

4. Organizational Chart Amendments

City Administrator Logan Propes revisited the Organizational Chart Amendments as requested by Council. The recommendation for the first amendment is the promotion of Ms. Sadie Krawczyk to Director of Economic Development as a Department Head position, with an annual salary of \$80,000.00.

To designate the position of Director of Economic Development as a Department Head position.

*Motion by L. Bradley, seconded by R. Bradley.
Voting no Garrett.
Passed 7-1.*

Council Member Norman Garrett questioned if the City Administrator could now decide who is going to be a Department Head.

City Administrator Logan Propes stated this is a recommendation to Council based on previous discussions with Council over the past several months, if not year. He stated this is not his approval; it is to be approved by Council.

To adjust Ms. Krawczyk's salary by \$9,622.00, bringing her salary to \$80,000.00 annually.

*Motion by L. Bradley, seconded by Malcom.
Voting no Garrett.
Passed 7-1.*

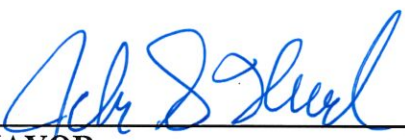
City Administrator Logan Propes stated the second item was, while this is generally an administrative move, for full transparency as requested, the position of Assistant City Administrator in charge of Central Services and acting as his delegate for overseeing the general Public Works Divisions, for Chris Bailey to be promoted for that position with a salary increase of \$8,645.40 annually.

To approve Chris Bailey as the Assistant City Administrator, in charge of Central Services and acting as the City Administrator's delegate for overseeing the general Public Works Divisions, with a salary increase of \$8,645.40 annually.

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

V. ADJOURN

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



MAYOR



CITY CLERK