

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

Those Present:	John Howard	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
	Russell Preston	City Attorney
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Bill Owens, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Sadie Krawczyk, Patrick Kelley, Beverly Harrison, Mike McGuire, Steve Conwell, Luke Roberts

Visitors: Les Russell, Brett Fowler, Rita Dickinson

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that all Council Members were present via Teleconference (Zoom Video / audio conferencing). There was a quorum.

2. City Administrator Update

City Administrator Logan Propes stated going through the COVID-19 Reactionary Phase has been quite a learning experience on how on keeping everything running to deliver services. All City offices will remain closed to foot traffic through the remainder of May to continue with assurances of safety. Services have not been impacted in any way. He explained the Church Street traffic light will be taken down soon, and a four-way stop will be instituted. The Spring Street project closed; there were \$140,250.00 in liquidated damages due to the project being slow to complete. The North Broad Street LCI Project has two punch list items remaining. Mr. Propes stated the landscaping package for the Church Street traffic calming island medians will be on the agenda next week. The cost came at \$66,000.00, which was lower than expected. The waterline on Highway 78 from Monroe to Loganville is underway and should be completed by the end of the year.

3. Central Services Update

Mr. Chris Bailey stated Central Services and Public Works have gone back to their full schedules. There is a lot of movement going on in Childers Park; everything should be completed within the next couple of weeks. The dam is already in place. The grading is being done, the banks are being sloped, and the drainage improvements are being made on the West Spring Street side of the park. He explained most of the framing is done on the Police Department / Municipal Court Building.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson discussed the March numbers and the preliminary numbers for April. The City received \$187,000.00 in LOST (Local Option Sales Tax) Funds for March, which was substantially higher than anticipated. She explained the April numbers will be lower due to COVID-19, but the online sales tax went into effect on April 1. The Utility Admin Fees, which include transfer fees, return checks fees, and non-payment disconnect fees were down in April as expected. Non-payment disconnects started back this week; there were only nine cut-offs yesterday and 20 cut-offs today.

b. Utility Customer Deposit Investment / Cash Transfer

Ms. Beth Thompson discussed the cash flow reserves, which are typically set aside for these types of instances, and preparing for any cash flow issues the next couple of months. She explained utility deposits are put into a reserve or restricted account. Part of the deposit goes into a restricted investment account and part goes into a cash account. The account gets

reconciled with the liability amount each month. The City is required to keep a balance of \$1.9 million, which would be used to refund all deposits if the City were to go out of business. She stated the City has \$2.7 million in the Utility Reserve Account and \$1.3 million in the Utility Customer Deposit Account. She recommended transferring \$500,000 from the Utility Customer Deposit Account and \$500,000 from the Utility Reserve Account into the Utility Operating Cash Account. The transfers will increase the Utility Operating Cash Account by \$1 million, which will help cash flow in the Utility Fund. She explained the Utility Reserve Account will be replenished once everything gets stabilized.

Council Member Nathan Little stated the City is only required to keep the amount of the liability on reserve for deposits. The City has allowed that amount to grow, so it is truly excess reserves.

The committee recommends approval to transfer \$1,000,000.00 into the Utility Operating Cash Account to Council.

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

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey stated the activity, fuel sales, and transactions were down at the Airport. The survey for the Runway Rehab started yesterday and should move forward in July 2021.

b. Engineering Design Services (T-Hangar Grading) Request

Mr. Chris Bailey discussed the ground lease for the hangar build that was approved in December. The City will do the site prep work as part of the agreement, and L&M Aviation will build the 16-unit t-hangar. He requested approval to have GMC Network design the grading and drainage for the amount of \$20,000.00. The plan will follow all GDOT permitting guidelines, which will allow the City to apply for reimbursement.

The committee recommends to Council approval for GMC Network to design a drainage and grading plan for the amount of \$20,000.00.

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

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. He stated the repair and resurfacing of the concrete tipping floor is complete. The welding work and the privacy fence are pending, due to the contractors being impacted by COVID-19. The new John Deere Loader arrived and is now in full operation. Telematic software has been purchased for the Solid Waste fleet; the system is equipped with dash cameras and GPS mapping, which will enhance driver safety and improve customer service. Solid Waste Collection Services are currently on schedule. He requested citizens to make sure all household garbage is placed in their containers to help the crews stay safe. An additional cart can be ordered at the office for overflow or it can be placed in a tightly secured garbage bag and placed on the ground away from the container. The overflow bags will be collected by the boom truck, because the side loader truck is not designed for picking up overflow. He stated the sweeper is in full operation as of last week.

b. Monthly Streets & Transportation Report

Mr. Jeremiah Still stated they are back to business as usual with a full schedule. The crews have been preparing utility cuts, repairing pot holes, doing right-of-way maintenance, shoulder work, and mowing on a daily basis. The Sign and Marking Division has been cleaning signs throughout the City, and they have installed 26 stop bars at intersections. They started installing the stop bars in the South East quadrant of town and moved to the North East quadrant; they will move to the West side of Broad Street next.

c. Highland Avenue and Wayne Street Pavement Improvements

Mr. Jeremiah Still requested approval for Blount Construction Company to apply a coat of HA5 and restripe on Highland Avenue from North Madison Avenue to Jackson Street and on Wayne Street from Highland Avenue to West Spring Street. Blount Construction Company is a sole source provider of the seal coat, which is a new product that will preserve the life of the roadway. The total project cost is \$16,016.28, which will be funded through 2013 SPLOST.

The committee recommends approval of the pavement improvements by Blount Construction Company for the amount of \$16,016.28 to Council.

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

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson stated the two houses on Boulevard were moved to their new sites. New primary wires and service wires had to be run to most of the homes on the street. He discussed the Town Green intersection at Church Street and South Madison Avenue. He explained all of the conduits must be installed underneath the streets for power, prior to paving. This will facilitate the process of burying all the lines around the Town Green. He explained the bandwidth has leveled out. The engineers have the IPV6 up and running; it is currently in the testing process and should be finished within the next couple of weeks. The new WiFi system has been installed at City Hall.

b. Approval – Software for Community WiFi

Mr. Brian Thompson requested to purchase the software from Sonora to control the new community WiFi for licensing, installation, and first year of support for the amount of \$11,250.00. The software will allow the City to have better control and security of the WiFi system and allow the public to access the WiFi in the downtown area.

The committee recommends to Council approval to purchase the community WiFi software from Sonora for the amount of \$11,250.00.

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

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

Mr. Rodney Middlebrooks stated the 8.6-mile gas extension on Snows Mill Road and Jones Woods Road is in the design phase. The project will potentially serve a total of 33 chicken houses. The gas renewal bid for Highway 11 South was awarded to the lowest bidder, Harrison & Harrison. The 2018 CDBG is about 25% done. The water main extension on Milledge Avenue and Davis Street was completed last week and the Loganville water line extension has about 6,000 feet installed. The 2020 CDBG Application has been submitted for the storm drainage project along Cherokee Avenue, Wilkins Drive, Colquitt Street, South Hubbard Street, and Indian Creek Drive. The drainage project on Alcovy Street and Barrett Street started today. He explained the belt press which is used at the sewer plant is rented from Charter, and they notified him today that it has to be picked up in July. The City will need to purchase a belt press, but it will not be delivered until August. The drying beds will be used for the time period between the pickup and delivery. He explained the belt press can later be picked up and moved into the new building when the time comes.

City Administrator Logan Propes stated purchasing the belt press upfront will save the City over \$200,000 in rental fees.

5. Public Safety

a. Monthly Fire Report

Fire Chief Bill Owens stated their call volume went down some for April, but it has gone up 20% in the last five days. The number of COVID-19 cases has gone up some over the last week in Walton County according to the Public Health Department but not dramatically. The Fire Department is still divided into two divisions, with one located at the Airport. He explained they will look at it again this weekend and possibly bring everyone back to the Fire Department.

b. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. He explained they have taken more of a reactive role with COVID-19. The Part 1 Crimes are down 11% from this time last year. The Part 2 Crimes were up some, due to the narcotics unit and people being quarantined indoors. He discussed the Dollar General robbery on South Broad Street, thefts of vehicles on 5th and 6th Streets, and a rash of entering autos on Glen Iris Drive. He stated students from George Walton Academy came to the Municipal Court for a mock trial on March 5.

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. He stated there were 11 new businesses and 13 businesses that closed. The Main Street Apartment building is coming along nicely,

John's Supermarket is operating with a temporary CO, Monroe Self Storage is still going, and the Monroe Pavilion is moving along.

7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk explained 33 businesses were awarded DDA Stabilization Grants totaling \$77,200.00, which impacted 222 jobs. There are 17 more grant applications to be considered in May. The Farmers Market has elected not to do a face-to-face market for the month of May. The vendors have put all of their products online. The online orders can be placed from Sunday afternoon until Wednesday night, and there will be drive-thru pickups for the orders on Saturday. She stated they had almost 30 orders on opening day.

8. Parks

a. Monthly Parks Report

Mr. Chris Bailey presented the monthly Parks Report. He stated Childers Park is coming along nicely. The block building has been removed at Mathews Park. Brush, debris, dead trees, and old signage has been cleared away for a more open and cleaner look. Hammond Park is getting a similar treatment. He explained the RFP for Pilot Park closed on April 23, which will be the next item on the agenda.

b. Pilot Park Rehabilitation Project

Mr. Chris Bailey discussed the complete rehabilitation of Pilot Park. He explained that he would like to discuss playground equipment designs with the RFP top bidders to get their best price and lead time once a specific design is decided upon. He requested approval for \$250,000.00 to completely rehabilitate the park, which would come from the 2019 SPLOST Funds. The rehab will include the demolition, grading, fencing, landscaping, irrigation, sidewalks, equipment and installation, benches, trash receptacles, picnic tables, signage, and soccer goal.

The committee recommends approval to proceed with the Pilot Park Rehabilitation Project for \$250,000.00 to Council.

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

III. ITEMS OF DISCUSSION

1. Application – Beer & Wine On-Premise Consumption – Bistro South
2. Call for Special Election – District 6
3. Community Building Lease Agreement

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

IV. ITEMS REQUIRING ACTION

1. Resolution – Roadside Enhancement and Beautification Council Grant Program

City Administrator Logan Propes discussed the Roadside Enhancement and Beautification Council Grant Program from the Georgia Department of Transportation. The grant funds will be used for landscaping around some new gateway entrance signage into the City on the north side of town and possibly on the south side of town. He also discussed the possibility of rebranding the City logo soon.


To approve the resolution.

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

Mayor John Howard stated the ground breaking for the Monroe Pavilion will be happening mid to late summer. He discussed an article by Representative Burt Reeves concerning 14% State budget cuts.

V. ADJOURN

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


MAYOR


CITY CLERK