

The Mayor and Council met for their regular meeting.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor (via telephone)
	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, R.V. Watts, Andrew Dykes, Beth Thompson, Brian Thompson, Rodney Middlebrooks, Patrick Kelley, Chris Bailey, Sadie Krawczyk, Beverly Harrison, Les Russell, Brad Callender

Visitors: Denise Etheridge, Susan Walker, Dianne Wilson, Kay Kingan, Ashley Dykes, Jason Sams, Clayton Mathias, Kim Greenlee, Lisa Hicks, Shauna Mathias, Julie Sams, Dan Smedley, Faith Paquette, Jayne Sinclair, Peggy Jones, Tara Polson, Mark Polson, Mike Mirolli, Michelle Mirolli, Cliff Howard, Valerie Garner, Kim Jolly

## I. CALL TO ORDER – JOHN HOWARD

### 1. Invocation

Mayor Howard gave the invocation.

### 2. Roll Call

Mayor Howard noted that all Council Members were present. Vice-Mayor Larry Bradley was present via telephone. There was a quorum.

### 3. Approval of Agenda

To approve the agenda as presented.

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

### 4. Approval of Consent Agenda

- a. June 1, 2021 Council Minutes
- b. June 8, 2021 Council Minutes
- c. June 8, 2021 Executive Session Minutes
- d. June 15, 2021 Planning Commission Minutes

To approve the consent agenda as presented.

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

## II. PUBLIC FORUM

### 1. Public Comments

Ms. Susan Walker, of 200 Felker Street, stated the sidewalks are really close to the street on the roundabouts on Church Street. There are a lot of 18 wheelers that fly up and down the street and knock the street signs out of the middle. She and her friends walk three miles every day, and it is very dangerous. She questioned increasing the fines or putting up cameras. Small children play

at the park and play close to the sidewalks; it will only take one child getting killed. She discussed the fines in Snellville.

Ms. Diane Wilson, of 701 Davis Street, stated she is new to Monroe. She has already discussed with the Code Department about the home businesses and people playing loud music. There is someone running a business from the duplexes located at Davis Street and Pine Park; there are constantly eight to ten cars being worked on at the corner. They play loud vulgar music and race up and down the street.

Ms. Kay Kingan, of 700 East Church Street, discussed cars drag racing up and down Church Street, driving without tags on their cars, and playing very vulgar music. She stated they burn a lot on Davis Street; it smells like rubber or some type of chemical. She is concerned about the woods and buildings catching on fire.

Ms. Kim Jolly, of 135 Felker Street, questioned how she can get a report concerning offenses, citations, uninhabitable signs, and tenant complaints. They want to see improvements. She questioned what is being done about cars that are on cinder blocks. She questioned what streets are getting sidewalks or curbs. There has been a lot more police presence on Felker Street and it is really appreciated.

Ms. Julie Sams, of 615 East Washington Street, stated the City is moving in the right direction, but there is still room for improvement. The slum lords need to keep being pressured to maintain their properties, because the low-income families of Monroe deserve better. They need to stop taking advantage of people who are struggling. Low-income does not mean that they have to live in deplorable conditions, with terrible smells and rats running around. She explained how a group of people put together \$1,500 to help a tenant find somewhere else to go; they paid for their hotel room and food. Ms. Sams discussed a slum lord disputing over 300 property values, some of them were considered as salvage. If a property is considered salvage, then a person should not be allowed to live there. She requested the City and County get together and stop granting them reprieves on their property taxes and lowering the values. She suggested that the utilities report Code violations when they are observed. She stated there has to be better options for the people.

### III. DEPARTMENT REPORTS

#### 1. City Administrator Update

City Administrator Logan Propes stated they are continuing to work with Keck & Wood on several projects. The Federally Funded Transportation Alternatives Grant that links the North Broad LCI Streetscape Project into Downtown is in the right-of-way acquisition phase; construction is anticipated to start in 2024. Additional surveys are being done for the traffic calming on North Midland Avenue and Felker Street; they are trying to remain within the concept budget amount of \$500,000. He explained there have been some design adjustments for the Downtown Green amphitheater and restroom facility, which should be breaking ground in November. About 60% of the construction design plans are done for the Wayne Street Streetscape Project. The project will enhance the stormwater drainage system along with the sidewalks, including some utility and electric relocations. Mr. Propes explained he has been working with the Assistant District Traffic Engineer from GDOT concerning the intersection at Michael Etchison and Highway 138, where there have been numerous accidents lately. He discussed GDOT doing a study, making phasing changes, and working on the timing issues. The study showed most of the accidents were due to driver error; the City will be doing some public education on how the intersection works.

#### 2. Central Services Update

Mr. Chris Bailey stated the facilities and grounds crews picked up 5,790 pounds of trash around the City; the six employees are at 160% of the overtime budget for the year. They are covering seven days a week with events, Friday night concerts, parks, downtown, and facilities. The budget will need to be looked at for next year. Construction bids for the 2020 CDBG Stormwater Project are due on July 27; a recommendation will be brought to Council for approval in August, after the bids are evaluated. Grant writing services and engineering services are out for bid for the 2022 CDBG Application. There are several Stormwater Capital Improvement Projects being worked on currently. He stated Keck & Wood is redesigning the stormwater system and 1,200 feet of sidewalk on North Madison Avenue from Spring Street to Edwards Street. The Police Department is in the process of moving into the new Police Station /

Municipal Court Building, and mechanics are currently being set for Phase II of the Project. He discussed the timeline for ongoing projects within the City.

### **3. Monthly Finance Report**

Ms. Beth Thompson presented the monthly Finance Report. Citywide all of the revenues and expenses are as budgeted overall. The Sales Tax Revenues continue to increase year over year. The City will receive 50% of the American Rescue Plan Act Fund in the next couple of weeks, which will be \$2.5 million. There will be strict guidelines for use of the funds. She discussed installing a payment kiosk at the new Police Department and Municipal Court Building to allow citizens to pay their utility bills on the east side of town. The drop box at City Hall could possibly be replaced with a kiosk, which would post payments to accounts immediately. Midyear budget reviews will be starting with the Department Heads next month. The Popular Annual Financial Report (PAFR) for 2020 is included with the Finance Report and has been posted on the City's website. The PAFR is a summary of the CAFR from Mauldin & Jenkins.

### **4. Monthly Airport Report**

Mr. Chris Bailey presented the monthly Airport Report. The bi-annual inspection was done by GDOT on June 10, and the City got the cleanest report that he has seen since being involved with the Airport. There were only a couple of minor brush areas to be removed and a couple of areas that need to be raised where the runway was recently paved. He explained the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSA) Resolution will be read tonight, which will be additional funds for the Airport.

### **5. Monthly Solid Waste Report**

Mr. Danny Smith presented the monthly Solid Waste Report. Distribution of the recycling cart upgrade to the 65-gallon carts will be completed next week. He explained that any customers who did not receive a cart and want to participate should call the office to request one. The glass collection services are now up to 304 customers. Mr. Smith reviewed the holiday schedule.

### **6. Monthly Streets & Transportation Report**

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. The crews have been able to do a considerable amount of utility patching over the last few weeks. The deep patching portion of the LMIG Project has been completed on Bryant Road, Pine Crest, and Washington Street; they will be milled for paving towards the end of August. Approximately 700 feet of sidewalk rehab has been completed on East Washington Street. He explained they should be ready to pave on Green Street, West Marable Street, Nowell Street, and Irving Street in the next couple of weeks. Mayfield Drive and the intersection at Green Street and Carver Drive have already been paved.

### **7. Monthly Electric & Telecom Report**

Mr. Brian Thompson presented the monthly Electric & Telecom Report. Almost all of the feeder conduits for Publix are in place for both telecom and electric; they are on schedule to be open in January. There are about six or seven more fixtures to be installed for the Downtown Lighting Project. He stated the first splitter cabinet for the fiber project is up and running on Selman Drive and will be turned on for the customers within the next few weeks. The design has been done for the remainder of that area of town, and the materials will be ordered soon. The WiFi is up and running in Pilot Park on Church Street, and Mathews Park and the Pocket Park will be worked on next. He discussed the AMI Project, which is an automated metering system. The new LED lights have been installed on the Northeast ramp of Highway 78 and Highway 11, and he hopes to have the remainder installed by the end of next month.

### **8. Monthly Water, Sewer, & Gas Report**

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, & Gas Report. He explained the gas project on Southview Drive turned into an entire neighborhood replacement; the crews have completed Southview Drive, Bolton Street, Pierce Street, Reese Street, and Olympia Way. The contractors are moving the equipment in for the Wastewater Treatment Plant Rehab, and the actual plant equipment will be arriving in a few months. The plans for the 24-inch raw water line and the 20-inch finished water line are with EPD waiting on approval. The 18-inch line that is being installed from the plant to MAB Development is moving along quickly and should be

completed by the first of next month. He stated the technicians are scheduled to do a manual startup on the 20-inch transmission main for Loganville on Monday. The pump station chlorination will be next week.

#### **9. Monthly Fire Report**

Fire Chief Andrew Dykes presented the monthly Fire Report. The department responded to 252 incident responses, with eight of them being fires. Approximately 55% of the responses were emergency medical related; there were not any motor vehicle versus pedestrian incidents in May. He discussed the Detailed Breakdown by Incident Type Report that he added, which shows how Monroe Fire and Walton Fire work together on aide responses. The City of Monroe and Walton County Fire each provided assistance to the other seven times. The total incident loss on property was approximately \$10,000, due to an apartment fire off of Towler Street. He stated they will be assisting Walton Fire at the Monroe Training Facility later this month with live fire burns for their recruit class.

#### **10. Monthly Police Report**

Police Chief R.V. Watts presented the monthly Police Report. The calls for service are going up, which is expected with COVID going away, the summer months, and longer days. He discussed a major incident that occurred at 504A Cook Street, where a stopped vehicle turned out to be a stolen vehicle. The Officers were able to make five arrests involving a home invasion at the address, and a total of 28 warrants were taken out on the individuals. The department is in transition from the old building to the new building. Chief Watts introduced Officer Caleb Jones, who is the newest Officer. Mr. Jones was previously a Church Pastor.

#### **11. Monthly Code Report**

Mr. Patrick Kelley presented the monthly Code Report. The Code office had 164 inspections and 64 total permits. He stated 16 new businesses acquired licenses and two businesses closed, which were simply under new ownership. The ongoing major projects are the Monroe Pavilion, The Roe, Grace Monroe Church, and the Reddy Clinic. The City Marshals removed 46 signs from the roadway, issued 250 repair / cleanup notices, investigated utility tampering cases, and issued four citations.

#### **12. Monthly Economic Development Report**

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She gave an update on the First Friday Concert and the Monroe Blooms Flower Festival. The Farmers Market has been having an incredible turnout; there have been between 1,000 and 1,500 customers and between 40 and 50 vendors on Saturdays. She stated the City has been awarded a Certified Local Government Grant to update the Historic Survey, which keeps the City in compliance with Historic Preservation and CLG Status. The grant will start this year and be completed next year. They have started a Bicentennial Planning Committee; the entire week of November 30 will be celebrated to commemorate the 200<sup>th</sup> Birthday as a City. She explained the DDA Annual Planning Retreat will be held on July 28.

#### **13. Monthly Parks Report**

Mr. Chris Bailey presented the monthly Parks Report. Pilot Park remains busy and stays packed on the weekends. He explained that the pricing and bids for Mathews Park came back at around \$520,000, which is far above what the City has the ability to afford currently. He would like to discuss improvements and proper placement at one of the upcoming Planning Retreats. Paving and additional pavilions will require sealed bids, due to pricing. Hopefully, lumber prices will continue to decline, which could possibly save around five percent. Keck & Wood is looking at the dam and the stand pipe that is not functioning.

## IV. NEW BUSINESS

**1. Preliminary Plat Review – Brookland Commons**

Code Enforcement Officer Patrick Kelley presented the Preliminary Plat Review for Brookland Commons Subdivision located at 961 Good Hope Road. The Code Office and the Planning & Zoning Commission recommend approval of the Plat with corrections, which have since been made. The Code Office will present the corrected copies for signatures once they are received. The subdivision will have 142 single-family residential lots, with two entrances.

To approve the Preliminary Plat for Brookland Commons, with corrections being made prior to signing of the Plat.

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

**2. Preliminary Plat Review – Birchfields on Alcovy**

Code Enforcement Officer Patrick Kelley presented the Preliminary Plat Review for Birchfields on Alcovy located at 605 Alcovy Street. The subdivision will have 13 single-family residential lots. There were some technical corrections to the Plat, which have already been made.

To approve the Preliminary Plat for Birchfields on Alcovy.

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

**3. Tentative Allocation Request – Terminal Building**

Mr. Chris Bailey requested approval of the tentative allocation for acceptance of funds to construct a terminal building at the Cy Nunnally Memorial Airport for the State Fiscal Year 2022. The State funding participation is 75% of the project, for up to \$550,000.00. The City will be required to provide matching funds estimated to be \$137,500.00. This will allow staff to sign the intention that the City plans on utilizing the 75% Grant Funding to build a terminal building, which would be a huge benefit for the Airport.

Approval to proceed with the request for State Funding Assistance to build a terminal building.

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

**4. Discussion / Approval – Police Department Parking Lot Rehab**

Mr. Jeremiah Still discussed the rehab of the parking lot at 140 Blaine Street, around the new Police Department and Municipal Court building. He requested approval to have Blount Construction Company, Inc. do the total rehab for \$34,487.55, which was the lowest bid amount. The rehab will include debris removal, crack seal, seal coat, and striping. The cost will come from SPLOST Funds.

City Administrator Logan Propes stated the area in front of the Police Department will be designated as Public Parking.

Vice-Mayor Larry Bradley questioned whether it includes any trees or vegetation islands.

Mr. Propes answered that will be included in a later phase. It will be included in the Master Plan with LAS, the design consultants.

Approval of Blount Construction Company, LLC. for \$34,487.55.

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

**5. Phone System Upgrade / Repair**

Mr. Brian Thompson explained the Citywide phone system has been acting erratically and shutting off randomly. The phone server is unrepairable; the best and cheapest solution is to replace the Voicemail Server and software, with Avaya IP Office Upgrade and IPOSS. He requested approval to have Digitel, the current vendor, replace the software and service for the City's facilities phone system for \$14,961.58.

To approve Digitel for the amount of \$14,691.58.

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

**6. Approval – Valve Insertion**

Mr. Rodney Middlebrooks requested approval to have a 16-inch valve inserted into the force main on the discharge side of the Ammons Bridge Pump Station. This will avoid the force main draining back into the pump station, causing a major safety issue as well as a sewer spill. Consolidated Pipe & Supply, Inc. is the only company that will provide the service; other companies will only install water insertion valves, due to all of the disinfection that is required. He requested approval for Consolidated Pipe & Supply, Inc. for a total cost of 27,700.00.

Approval of Consolidated Pipe & Supply, Inc. for the amount of \$27,700.00.

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

**7. Appointment – Historic Preservation Commission**

To appoint Jane Camp to fill the unexpired term of Crista Carrell to expire May 1, 2022.

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

**8. 2<sup>nd</sup> Reading – Ordinance to Amend Official Zoning Map**

City Attorney Paul Rosenthal gave the second reading of the ordinance to adopt the "Official Zoning Map, City of Monroe, GA".

To adopt the Ordinance to amend the Official Zoning Map of the City of Monroe.

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

**9. 2<sup>nd</sup> Reading – Zoning Ordinance Code Text Amendment #10**

City Attorney Paul Rosenthal gave the second reading of the ordinance to amend the Zoning Ordinance by implementing text amendments and changes in Article III – Establishment of Districts, Section 310 – District Boundaries; Article V – General Standards for all Districts, Section 520 – Off-Street Automobile Parking, and Section 570 – Lot Coverage; Article VI – Use Provisions by District, Section 620 – Commercial District: P, B-1, B-2, B-3, Section 640 – Overlay District: HPO, A-H, CDO, MHDO, CBD, Section 645 – Infill Overlay District (IOD), and Section 646 – Central Business District Overlay (CBD); and Article VII – Dimensional Requirements and Exceptions, Section 700 – Charts of Dimensional Requirements.

To adopt the Zoning Ordinance Code Text Amendment #10 as presented.

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

**10. Resolution – Naming of Mathews Park Disc Golf Course**

Mr. Chris Bailey explained the Club sent a letter in March requesting that the course be named after John Reid, who passed away of a heart attack. Disc golf was one of Mr. Reid's many passions; he was instrumental in creating the course and helping to rejuvenate the park. They also requested that a tournament be held in his name. The signage at the entrance and at the first hole of the course will be replaced.

To approve the resolution.

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

**11. Resolution – Coronavirus Response and Relief Supplemental Appropriation (CRRSA) Act**

Mr. Chris Bailey stated the resolution is required by the Georgia Department of Transportation as acceptance of funding in the amount of \$13,000.00 for the Coronavirus Response and Relief Supplemental Appropriation (CRRSA) Act.

To approve the resolution.

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

**12. Resolution – American Rescue Plan Act Funds**

Ms. Beth Thompson explained the resolution authorizes the execution of the American Rescue Plan Act Terms and Conditions Agreement. The grant is to aid local government in responding to and recovering from the coronavirus pandemic, which will come from the Georgia Office of Planning & Budget. The resolution authorizes the acceptance of grant funds in the amount of \$5,105,995. She stated the City will be getting a single audit on the funds through 2026. The City will receive 50% this year and 50% twelve months later.

To approve the resolution.

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

**13. Approval – August Meeting Schedule**

City Administrator Logan Propes explained the GMA Annual Convention has been rescheduled from June to August 6 – 10, 2021, which conflicts with the August 10, 2021 Council Meeting.

To cancel the August 10, 2021 scheduled Council Meeting.

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

**V. MAYOR'S UPDATE**

Mayor John Howard had no update tonight.


**VI. ADJOURN TO EXECUTIVE SESSION**

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

**RETURN TO REGULAR SESSION**

**VII. ADJOURN**

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

  
MAYOR

  
CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:

John Howard	Mayor
Larry Bradley	Vice-Mayor (via phone)
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

**I. Call to Order – John Howard**

**1. Roll Call**

Mayor Howard noted that all Council Members were present. Vice-Mayor Larry Bradley was present via telephone. There was a quorum.

**II. Real Estate Issue (s)**

**1. Real Estate Matter**

Real estate matters were discussed, including attorney-client discussions.


**III. Personnel Issue (s)**

**1. Personnel Matter**

Personnel matters were discussed, including attorney-client discussions.

**IV. Adjourn to Regular Session**

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

  
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MAYOR

  
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CITY CLERK