

The Mayor and Council met for their regular meeting.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	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, Brad Callender

Visitors: Denise Etheridge, Una Franzone, Pat Preston, Jack Armstrong, Dawn Patrick, Julie Sams, Jim Wilson, Annie Meadows, Nancy Smith, Joe Dixon, Shelby Hawkins, Brent Bohanan, Jim Welch, Rhonda Street

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. There was a quorum.

3. Approval of Agenda

To approve the agenda as presented.

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

4. Approval of Consent Agenda

- a. July 6, 2021 Council Minutes
- b. July 27, 2021 Council Minutes
- c. July 6, 2021 Executive Session Minutes
- d. July 20, 2021 Planning Commission Minutes
- e. July 27, 2021 Historic Preservation Commission Minutes
- f. June 3, 2021 Downtown Development Authority Minutes
- g. June 3, 2021 Conventions and Visitors Bureau Minutes

To approve the consent agenda as presented.

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

II. PUBLIC PRESENTATION

1. Proclamation – Captain Hubert Hawkins

Mayor John Howard read and presented the Proclamation to the family of Captain Hubert Hawkins.

No Action.

2. Habitat for Humanity Presentation

Mr. Brent Bohanan, Executive Director of Gwinnett Walton Habitat for Humanity, introduced Jim Welch as Director of Programs and Rhonda Street as Director of Homeowner Services. Habitat seeks to put God's love into action by bringing people together to build homes, community, and hope. Their vision is a world where everybody has a safe, decent, affordable place to call home. Habitat for Humanity partners with businesses, faith communities, civic groups, and individuals to build and repair homes for low-income families that make less than 80% of the Average Median Income (AMI). He explained the AMI for this area is \$87,200. One in three households in the community are cost burden, which means they pay more the 30% of their income for housing. Gwinnett Habitat has served over 152 families with new homes, over 150 families with home repairs, and over 200 families in other countries since its inception in 1988. Affordable land is one of the biggest challenges in building, so they have merged with Walton Habitat. Mr. Bohanan shared a video from families that they have helped. They will be building a home at 324 Turner Street in Monroe starting in September. He invited everyone to come out on the day they start. Their biggest need currently is additional funding, contractors, and land. They have already received \$44,000 in grants from Lowes and \$15,000 from Wells Fargo. He explained that Hope Monroe will match any additional gifts up to \$10,000. He stated Council Member Tyler Gregory has just joined the Gwinnett Walton Habitat for Humanity Board to represent Walton County.

No Action.

III. PUBLIC FORUM

1. Public Comments

No one signed up for public comments.

2. Public Hearing

a. Rezone – Highway 78 & Aycock Avenue

Code Enforcement Officer Patrick Kelley presented the application for rezone of this property from M-1 (Industrial District) to PCD (Planned Commercial District). The owners, Jacks Creek Landing LLC, are petitioning for a rezone to allow commercial development. The Code Office recommends the request be approved as submitted without conditions.

Mr. Charles Preston stated he is there to answer any questions or concerns. He also brought the civil engineer, partners, the land planner, and general contractor with him.

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

No Action.

IV. DEPARTMENT REPORTS

1. City Administrator Update

City Administrator Logan Propes gave an update on the West Bound On-ramp Project, which is a joint project with Walton County and MAB American. The various components of engineering design and GDOT approvals are at least 75% complete. Hopefully, construction will be able to start this fall. They are working on some right-of-way acquisitions for the East Bound On-ramp to satisfy Federal guidelines. The designs have been approved and utility conflicts have been removed. Mr. Propes stated the Code Office and the two Marshals are doing everything they can to canvas the City for property maintenance issues, and repair Cleanup notices are being issued, prior to any citations that would come into Municipal Court. He explained they are already hearing positive comments from citizens. Right-of-ways are still being acquired for the truck route.

2. Central Services Update

Mr. Chris Bailey stated the facilities and grounds crews picked up over 3,000 pounds of trash around the City; they are a little behind on grass cutting, due to all of the rain. He explained the contractor had an employee with COVID. Bids for the 2020 CDBG Stormwater Project Construction are on the agenda for approval tonight. Staff evaluated the Grant Writing Services and Engineering Services for the 2022 CDBG Project this morning and will be brought to Council in September. He discussed having another Community Cleanup Day on December 4 and the timeline for ongoing projects within the City.

3. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. Overall revenues are at or have exceeded budget and expenses are below budget citywide. The Sales Tax Revenues continue to increase year after year. They are just beginning the 2022 Capital and Operating Budget Process with the Department Heads; budget meetings and discussions will be held in the coming months. The City was awarded the Distinguished Budget Presentation Award by the Government Finance Officers Association for the 2021 Budget, which makes the ninth consecutive year.

4. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. The rent, lease, and tiedown payments started back in July, after the Airport reopened from being closed to pave the runway. The fuel sales are up. He stated the Airport Committee Advisory Board Appointments are on the agenda tonight. The Extra Special People Event will be hosted at the Airport on August 28.

5. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. The tonnage at the Transfer Station is trending up compared to this time last year. The transition and distribution of the 65-gallon recycling carts has been completed. They will be focusing on education and quality control to reduce some of the contamination; they are currently developing an OOPS tag for containers that have unacceptable items. The glass collection services are now up to 311 customers. The City gets a rebate of \$25 per ton for the glass.

6. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. The crews are working on major catchups. The Stormwater crew has a ton of workorders, due to the considerable amount of rainfall. The LMIG Project should be finishing up this month or possibly early September. The paving for the water line going to the new shopping center should be finished in the next two weeks.

7. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He gave an update on the storms and wreck. The storm caused telecom to have 214 workorders in one week, due to then lightning storm. The outage on Church Street was caused by a wreck; someone struck a pole on this side of Pine Park. The pole went phase to phase on both circuits when it fell; it went all the way into downtown and then took out two more circuits at the station. The recovery time was four to five hours on parts of Cook Street, Magnolia, and Church Street. He is looking at bringing a circuit from the Birch Street Station across Highway 78 for more reliability. Mr. Thompson gave an update on the Bond Issuance and the FTTX Project. The conduit is being put in the ground while the electronics are being installed. He explained the OLT devices deliver the internet; the eastside of town is being prepped for an OLT to serve the Church Street area. There is an OLT being delivered to serve the Ammons Bridge area. The installs have started in Pollock, and the design is under review for Pine Crest. Conduit has been installed in Brentwood, Heritage, Wellington, the Bethany Project, and the Pavilion. They are starting the conduit in Spring Place and Tall Oaks. He stated all of the electrical infrastructure should be installed next week.

8. Monthly Water, Sewer, & Gas Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, & Gas Report. He explained lots of rock has been hit on the Highway 138 and Alcovy River Sewer Extension, which has slowed them down, but it is moving forward. The contractor received the Notice to Proceed for the Sewer Plant; the preconstruction meeting is scheduled for next Wednesday. He received approval from EPD on the 30-inch raw water line and the 20-inch finished line from the plant to the river; the bid is scheduled for December 1. The 18-inch pipe going to MAB Development has been installed, but they ran into some issues when tying it into the existing pipe. They are going to open it back up tomorrow to try again. The control contractor has been on site since last Thursday for the Loganville Water Line; everything is moving along, but there are a few controls that have unknown lead times.

9. Monthly Fire Report

Fire Chief Andrew Dykes presented the monthly Fire Report. The department responded to 229 incidents, with three of them being fires. Two of the fires were in the City, and they provided aid to the County on the third fire. He discussed the Heat Map included in the report, which shows the incident distribution and service demand locations. There was significant fire loss on a duplex apartment; half of complex burned during the night. The residents were able to vacate without any injuries, even though there were no working smoke alarms. He stated the City received aid from Walton County for a residential fire on 6th Street this morning. They also backed the City up by covering two calls that came in while the City crews were still on 6th Street.

10. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. The calls for service are up slightly, area checks are down a little, and crime stats are going up. He stated the clearance rate was 26.67% last year and is 42.86% this year, even though crime stats have increased. There were ten guns taken off the streets within the last 30 days. They have finished moving into the new building.

11. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. The Code office had 145 inspections, 67 total permits, four new businesses acquired licenses, and four businesses closed. He stated a full-time inspector has been hired for the department, in lieu of the contractor used the last five years. This should improve the ability to get more inspections and enforcement done. The City Marshals removed 76 signs from the roadway, issued 338 repair / cleanup notices, investigated a utility tampering case, and issued nine citations. They have doubled down on their efforts to police the City for exposed soil and erosion control measures for residential properties. He stated a list of the repair cleanup notices issued in June is attached to the report.

12. Monthly Economic Development Report

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She discussed the Olympic Watch Parties for Javianne Oliver. A Bicentennial Planning Committee is being put together. There will be a full week of celebrations between November 28 and December 4, 2021. The DDA Annual Planning Retreat was held on July 28, and the updated work plans will be brought to Council next month. They are continuing to work with Lord Aeck Sargent on the Blaine Station Master Plan, which will go before Planning and Zoning next month. The DDA will be represented at the GMA Conference with an Economic Development Presentation. The Georgia Downtown Conference will be held this month, and DDA has been notified that they will again be receiving awards. She stated the Walton County Health Care Foundation has approved a grant to pay for the splash pad at the Downtown Green. Dinosaur Day will be on August 14.

13. Monthly Parks Report

Mr. Chris Bailey presented the monthly Parks Report. He met with a contractor concerning some drainage issues on the lower play area at Pilot Park. Phase II of renovations and additions at Mathews Park will be before Council later tonight.

V. NEW BUSINESS**1. Rezone – US Highway 78 & Aycock Avenue**

To approve the rezone.

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

2. Preliminary Plat Review – 302 Michael Etchison Road

Code Enforcement Officer Patrick Kelley presented the Preliminary Plat Review for Rivers Edge Subdivision located at 302 Michael Etchison Road. The Code Office and the Planning & Zoning Commission recommend approval of the Preliminary Plat subject to the corrections listed in the Preliminary Plat Review Summary. He stated many of the corrections have been addressed, but a number of them still remain to be done. The Plat will not be presented for signatures, until everything is done.

To approve the Preliminary Plat, with the requirement that the corrections listed in the Preliminary Plat Review Summary be completed and the Plat redesigned to incorporate all these changes as presented plus any other anomalies, prior to signing the Plat for approval.

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

3. Approval – 2021 Millage Rate

Finance Director Beth Thompson requested approval of the 2021 millage rate, with the rollback rate as presented. She explained the 2021 tax digest from Walton County shows an increase of 8.866%. If the millage rate was left unchanged from 2020, this would qualify as a tax increase, due to inflationary growth in the digest. Instead, it is recommended by staff to adopt the full rollback rate of 7.404 mills for 2021. This will give the City a prospective 10.06% increase coming from new growth in the digest, which translates to \$345,609.00 more than 2020 at 100% of collections. The five-year history of the tax digest with current year's digest and levy were properly advertised in the City's legal organ on July 25, 2021. Property taxes will be collected by the Walton County Tax Commissioner's Office. She stated the overall tax generated will be \$3,781,891.00 if adopted.

To approve the legal rollback millage rate for 2021 at 7.404, Forms PT-32.1 and PT-38.

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

4. Remote Payment Kiosk Purchase

Ms. Beth Thompson requested to purchase two remote payment kiosks for customer utility payments from AdComp Systems Group for \$66,551.20. Customers will be able to check their balance, and they will be able to pay with cash, card, or a check. The kiosks will print out a full receipt for the payment, which will automatically go towards their account. One kiosk will replace the drop box in the drive thru at City Hall and the other will be located outside the new Police and Municipal Court building. There will be cameras installed inside and outside of the machines. She explained this will greatly reduce errors and face-to-face payments. The cost will be paid from the American Rescue Plan Funds, because it prevents face-to-face interaction and possible contamination.

To purchase the Remote Payment Kiosks from AdComp Systems Group for \$66,551.20.

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

5. Appointments – Airport Advisory Committee

Mr. Chris Bailey presented the request for appointment of the five members to the Airport Advisory Committee to three-year terms, expiring August 4, 2024.

To appoint Bill Scott, Dan Nugent, William Chapman, Charlie Brown, and Nichole Hanson Nunnally to three (3) year terms to expire August 4, 2024.

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

6. Site Engineering & Project Formulation

Mr. Chris Bailey explained the next two agenda items work together. The items will both need to be approved in order to work, because one does not work without the other. He requested approval for GMC Network to perform site engineering for a proposed 100 x 100 maintenance

hangar, which will go on the Richard Parson side of the Airport. GMC Network will handle all of the planning, including draining, and submittals to GDOT for \$35,500.00. The site would then be turned over to the Lessee for the grading, building, and any additional work. He stated a permanent maintenance hangar will be a huge benefit for the Airport.

Approval of GMC Network to do the site engineering for the amount of \$35,500.00.

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

7. Maintenance Hangar Ground Lease

Mr. Chris Bailey discussed there being a potential ground lease tenant for the 100 x 100 maintenance hangar. Typically, there is an actual surveyed plat included in the lease as an exhibit, but he is requesting GMC Network to do the site plan instead of the survey. He explained this will save on the costs, due to the possibility of the survey mark points changing. The size of the terminal hangar will then be decided according to available funding. There is a conceptual plan included, and Exhibit B shows the building. He explained the project fits in with the Airport Layout Plan (ALP). The Lessee is happy with the terms and price, but the lease will be contingent on City Attorney approval after the plat is done.

City Administrator Logan Propes stated once this project is done, the Airport CIP from five years ago will be fully complete.

To approve the Ground Lease Agreement as presented, contingent upon final approval by the City Attorney.

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

8. 2020 CDBG Project Request / Bid Award

Mr. Chris Bailey requested approval of the low bid for the 2020 CDBG Stormwater Project, which is located in the area of Mobley Circle, Felker, East Washington, Colquitt, Hubbard, and Cherokee. The low bid amount of \$1,822,077.00 came from The Dickerson Group. He explained the bid came back higher than the amount budgeted, due to the construction rates currently being higher. They are considering the possibility of going to HDP instead of concrete pipes, as a cost saving option.

To approve of The Dickerson Group, Inc. for the amount of \$1,822,077.00.

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

9. Mathews Park Phase II Project

Mr. Chris Bailey discussed Phase I and Phase II of the renovations for Mathews Park. He explained Phase II will be approximately \$334,000.00, but two of the items are still out for sealed bids. The back parking area will be moved to the front of the park, with additional parking added at the disc golf kiosk. Only two parking spaces will be lost by moving it forward; this will make it much easier, and everything else will essentially be greenspace. This phase includes the metal awning being replaced with a wooden structure, adding a 30 x 60 pavilion, and ADA compliant walkways will also be added. He explained an additional restroom is included as part of the 2021 CIP, so it is not included in this project request. He has discussed possibly adding a privacy fence at the back with the homeowners, which will be reviewed at a later time. Mr. Bailey requested approval of the project request for \$300,000.00.

To approve the Mathews Park Phase II Project Rehabilitation for the amount of \$300,000.00.

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

10. Discussion / Approval – Transfer Station Scales

Mr. Danny Smith requested approval to purchase a Talon Truck Scale from Fairbanks for a total cost of \$107,466.70. He explained the price increase of \$7,466.70 is due to the higher cost of metal. The current scale is 20 years old and needs lots of major repairs. The quote includes the

cost for a rental scale, so that operations can continue while the new scale is being installed, which will prevent a \$150,000.00 loss for being down.

To purchase the Transfer Station Scales from Fairbanks for \$107,466.70.

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

11. Approval – Walton County School SRO Program Agreement

Police Chief R.V. Watts explained the contract for the City to provide the School Resource Officer Program services for the Monroe Area High School. The program funding amount is \$55,000.00 and is completely reimbursed by the Walton County Board of Education.

Approval of the SRO Program Agreement with the Walton County Board of Education to provide school resource officers at the Monroe Area High School for the annual amount of \$55,000.00 for the 2021 – 2022 school term.

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

12. Approval – Walton County School SRO Program Agreement for Foothills Charter

Police Chief R.V. Watts explained the contract for the City to provide the School Resource Officer Program services for the Foothills Education Charter High School. The Walton County Board of Education agrees to pay the City of Monroe the rate of \$150.00 per day, for 164 days, for a total of \$24,600.00.

Approval of the SRO Program Agreement with the Walton County Board of Education to provide school resource officers at the Foothills Education Charter High School for the annual amount of \$24,600.00 for the 2021 – 2022 school term.

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

13. Renewal – Internet Capacity Connections

Mr. Brian Thompson explained the internet capacity comes through two lines from Georgia Public Web (GPW). He has been looking for an access point outside of Atlanta for a few years to provide a more reliable connection. After negotiations, GPW has offered a connection to Jacksonville. They will provide the City with a 10-gig link from Cogent to Jacksonville, a 10-gig link from Cogent to Atlanta, and a 10-gig link from GPW to Atlanta. He explained there will be a savings of \$2,037.00 per month, even with the additional link added.

To approve Georgia Public Web for a cost of \$8,863.00 per month as presented.

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

14. Approval – Resolution and Solar Power Purchase Contract

Mr. Brian Thompson stated Council previously approved the possibility of getting solar power into the power mix. The maximum amount the City can get is three megawatts. He requested approval to move forward with getting up to three megawatts of energy from this project. If the project is under 80 megawatts, the deal will have to be renegotiated, and if the project is over 80 megawatts, the City will get its prorated share. This is cheap energy that is available during peak times and during hot days. Fifty percent of this capacity will go towards the City's federally required capacity. The City will not be responsible for disposing of the solar panels at the end of their lifespan.

To waive the reading of the Resolution.

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

To approve the Resolution approving the Solar Power Purchase Contract with MEAG.

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

VI. MAYOR’S UPDATE

Mayor John Howard stated that Javianne Oliver will be running again tomorrow night. He stated there are 4,136,000 people in the State of Georgia that have been fully vaccinated and less than 5,000 of those have gotten COVID. The new variant is very aggressive, and people need to do everything they can for their health. It appears that the Phizer shot is finally going to be approved by the FDA next month. He and Sadie Krawczyk will be on the Committee for the Walton County Comprehensive Plan. Mayor Howard discussed Bookbag Giveaway Day.

VII. ADJOURN TO EXECUTIVE SESSION

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

RETURN TO REGULAR SESSION

VIII. ADJOURN

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



MAYOR



CITY CLERK

The Mayor and Council met for an Executive Session.

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| Those Present: | John Howard | Mayor |
| | Larry Bradley | Vice-Mayor |
| | 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: Beth Thompson, Sadie Krawczyk

I. Call to Order – John Howard

1. Roll Call

Mayor Howard noted that all Council Members were present. There was a quorum.


II. Real Estate Issue (s)

1. Real Estate Matter

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

III. Adjourn to Regular Session

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



MAYOR



CITY CLERK