

MAYOR AND COUNCIL MEETING NOVEMBER 6, 2018 6:00 P.M.

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, Patrick Kelley, Sadie Krawczyk, Chris Bailey, Beverly Harrison

Visitors: Andrew Kenneson, Les Russell, Shane Short, Michael Schoon, Andy Camp

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 explained the contractors for the West Spring Street Project have been put into liquidated damage. That means a \$500 a day penalty for the substantial completion portion of the project, then \$250 each day until all the work is completed according to the contract. The CDBG Sewer Rehab Project on South Madison Avenue, Pine Park, Laurence Street, and Strokes Street were started today. He explained the Wastewater Treatment Plant Project will be brought back to Council next month. Mr. Propes stated things are extremely robust; there are more projects going than the City has ever seen in progress at one time before.

3. Central Services Update

Mr. Chris Bailey stated the Fire Department roof is almost complete. The pressure washing and painting will begin once the weather clears up. He explained Patrice Broughton left the City to work as a Public Information Officer with Walton County. The quarterly newsletters will be digital instead of mailers. They will be placed on the City's website and sent out as an email blast once the Tyler Software is in place to collect customer emails. He explained this will save approximately \$12,000 each quarter. Mr. Bailey stated the newest phishing test had a 7.6 failure rate, which is the worst it has been since being implemented. There is a mandatory phishing training video that has been setup for all the employees. He explained House Bill 489 went into effect with the 2018 Legislative Session. It requires all municipalities to post purchases of goods and services and any Public Works construction projects over \$10,000.00 on the Georgia

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Procurement Registry, which is a free advertising site by the state. He stated the site allows local and statewide vendors to bid on projects and any projects brought to Council will have been vetted on this new site per law.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. Tyler Software is still in the configuration stage in the Finance Department and on schedule to go live in December. She explained there is a parallel payroll running between the two systems this week. The 2019 Proposed Budget has been completed, and the review meetings are scheduled for Wednesday and Thursday evenings. Ms. Thompson stated that the Finance Department received the award from GFOA for outstanding achievement in Popular Annual Finance Reporting for the 2017 PAFR.

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He stated the fuel sales have remained pretty much even, and the City is still one of the lowest in the region. They started bringing gravel in yesterday. He explained the project began on November 15, with a 90-day completion plan. He stated the West taxi lane reroute will then start; it will be approximately a 60-day project. Expansion of the apron will allow growth of the facilities and additional tie down spots.

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. The drainage project and the tipping floor resurfacing will move into 2019. He explained the welding services to install steel inside the upper wall and weld the joints will be outsourced. The City received \$2,553.53 from the Georgia Department of Natural Resources for scrap tires; they are preparing another report to receive additional funding. Mr. Smith reviewed the Thanksgiving holiday collection schedule.

b. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. He stated the LMIG paving is almost finished; Olympia Way is all that remains for completion. The right-of-way crews are doing general maintenance, and the leaf trucks will be starting in about two weeks.

c. Purchase – Trees for West Spring Street Sidewalk Project

City Administrator Logan Propes discussed purchasing trees for the West Spring Street Sidewalk Project. He stated there was a change order to the original contract which allowed the City to save money by purchasing and installing the trees. He discussed the bids for the Trident Maple trees and recommended accepting the bid from Bold Springs Nursery, even though it was not the lowest bid. He explained it is the best bid considering the City's history with the nursery and their quality of trees; there was not a lot of confidence for the company that had the lowest bid. He recommended purchasing the 88 trees from Bold Springs Nursery for the amount of \$26,324.00 plus an estimated \$1,200.00 for shipping.

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Mr. Brian Thompson stated the Trident Maple works best in the roadway due to their height and the way their root systems grow. He explained the trees will be between two and a half and three inches in caliper. He stated the trees are recommended and approved by DOT for sidewalk projects.

Council and staff discussed the placement, planting, and guarantee of the trees.

The committee recommends to Council the purchase of 88 trees from Bold Springs Nursery.

*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 seven employees spent a total of 14-days in Southwest Georgia, Thomasville, and Cordele. He explained all of Crisp County was in the dark Thursday morning and a week later they still had 40% of their system out. It was a catastrophic destruction of the system and will be used as a learning experience to make changes in the emergency response systems. He stated the pole and pad mount inspections are complete. The City got less than five percent on the pole inspection rejects for the first time and less than one percent on the pad mount inspection rejects. The Electric Department and the DDA are partnering to install electric services inside Childers Park. Mr. Thompson explained his crews will be installing the lighting along Spring Street as they are planting the trees. The Telecom Department has started the annual radio frequency leak survey. He stated the GPW redundancy project is complete, and they are now working on dual 10G links back to Decatur.

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

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He stated the sewer main rehab along Olympian Way has been completed. The water installation on Highland Avenue and Wayne Street will be starting within the next few weeks. He explained the contractor has finished two of the ponds in the Meadow Walk Subdivision. The North Lumpkin and Spring Street alleyway will have the concrete poured next week.

c. Approval – 2018 CDBG Engineering Services Award

City Administrator Logan Propes discussed the 2018 CDBG Project. He recommended awarding the engineering services to Hofstadter & Associates for the amount of \$141,787.00. He explained this is for an increased CDBG amount this year of \$750,000.00 and will count toward the City's contribution amount. He stated that Hofstadter & Associates successfully engineered the 5th and 6th Street CDBG Projects which just closed out.

Council and staff discussed bidding of projects, services, and rates.

The committee recommends approval of Hofstadter & Associates for engineering services of the 2018 CDBG to Council.

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

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d. Approval – HVAC for Water Plant

Mr. Rodney Middlebrooks discussed hiring JC Lane Consulting to install the HVAC system for the Water Plant remodel. He explained the Gas Authority has teamed up with Yanmar to offer rebates for a new natural gas heat pump system. There are only two certified installers in Georgia, and only one of those two bid on the installation. He stated the cost is \$61,815.00 and with the \$21,000.00 rebate from the Gas Authority, the final cost will be \$40,815.00.

Council and staff discussed the unit comparisons, warranties, and prices.

The committee recommends to Council approval to hire JC Lane Consulting for the net cost of \$40,815.00 after rebate.

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

e. Approval – Electrical System for Water Plant

Mr. Rodney Middlebrooks discussed the electric system installation bids for the Water Plant remodel. He explained Peters Electric had the lowest bid of \$29,500.00, which will be a complete replacement of the electrical system inside the building.

Mr. Brian Thompson stated the electric is unsafe and unusable currently.

The committee recommends approval to hire Peters Electric for the amount of \$29,500.00 to Council.

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

f. Approval – Young Street Gas Main Replacement

Mr. Rodney Middlebrooks requested approval to hire Harrison & Harrison for the replacement of the steel gas main on Young Street. There will be approximately 3,200 feet of two-inch steel pipe replaced. He explained the recent leak surveys have shown continuous deterioration of the pipe coating. In the last year the City has repaired two grade-two leaks, and two grade-three leaks. He explained Harrison & Harrison had the lowest bid amount of \$50,490.00.

The Committee recommends to Council approval to hire Harrison & Harrison to replace the gas main for the amount of \$50,490.00.

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

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g. Purchase – Vermeer Service Trencher

Mr. Rodney Middlebrooks requested to purchase a new Vermeer RTX450 Service Trencher for the amount of \$57,500.00 from Vermeer Southeast Sales, the lowest bidder. The trencher will replace a 2000 model Vermeer V3550, which has a blown engine and bad drive pump. He explained the trencher is used by the gas, water, and electric departments.

The committee recommends the RTX450 service trencher purchase from GA Vermeer Southeast Sales for the amount of \$57,500.00 to Council.

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

h. Purchase – Redundant Server System

Mr. Brian Thompson presented a request to purchase the Redundant Server System for all back-office ISP processes. The bank of servers verify all of the internet protocol addresses. He explained the existing server is non-redundant and at the end of its lifespan. He stated the two redundant servers will both do the same job, but if one fails the other will automatically take over without any system failure occurring. Mr. Thompson explained the low bid to be from Dell for the amount of \$68,845.73. He stated this is the most efficient way to accomplish this, and it will also work in conjunction with the new increased capacity to GPW.

The committee recommends to Council the purchase of the Redundant Servers from Dell for the amount of \$68,845.73.

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

i. Purchase – Redundant Arris C4 CMTS

Mr. Brian Thompson explained the CMTS is the Cable Modem Termination System, which is the device that communicates between the modem and the internet. The existing CMTS has a capacity of 608 megabits per node. He stated adding a second unit will increase the capacity to 1.216 gigs and will be a physical redundancy in the system. This will allow fiber changes in the network if one of the systems were to fail.

Council and staff discussed the sustainability of the system, projections, and funding.

The committee recommends the purchase of a Redundant Arris C4 CMTS from Netsource Global for the amount of \$39,770.00 to Council.

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

j. Purchase – Optical Transport System

Mr. Brian Thompson explained the Optical Transport System consists of lasers and return receivers which take signals from the C4 and transport them to the customer. The system consists of new lasers, return receivers, and a signal master that splits the signal. He requested to purchase the system from MEGA Hertz, the lowest bidder, for the amount of 54,046.91.

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The committee recommends to Council the purchase of the Optical Transport System from MEGA Hertz for the amount of \$54,046.91.

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

5. Public Safety

a. Monthly Fire Report

Interim Fire Chief Bill Owens presented the monthly Fire Report. He stated the Community Fire Safety Blowout was held on October 20. It was a success, with a large turnout at the Fire Department. They held the first live fire training exercise, and there will be two more training events later in the month. The department is still hydro and flow testing throughout the City.

b. Monthly Police Report

Interim Police Chief R.V. Watts presented the monthly Police Report. He stated September was less stressful than the month of October. He explained there were two separate shooting incidents on September 3, minutes apart from one another. They were not related to each other, and arrests were made on both incidents that day. The number of calls for service are the lowest of the year. He discussed the Active Shooter Training for the department.

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. He stated the contractor of the sidewalk project started a de facto landfill and has been directed to remove it immediately. The superintendent has committed to getting it cleaned up. There are lots of building and restaurant projects coming into town. He stated Tokyo II is looking for an alternative site to build a new location. The Main Street Walton Mill apartment complex will be starting soon. Murphy Oil, the gas station in front of Walmart, is going to build a 1,300 square foot convenience store. He stated they are continuing to work on the R1A Zoning Ordinance Moratorium.

b. Intergovernmental Agreement for Aerial Photometrics

City Administrator Logan Propes explained the Intergovernmental Agreement with Walton County and the City of Loganville for enhanced aerial photometrics. High tech camera equipment will be used to create an ultra-high resolution, aerial orthorectified photometric study. He stated it will provide great planning and property assessment tools that will help with property appraisals, parcel boundaries, and planning work. Mr. Propes explained the City of Monroe will only be responsible for paying \$6,722.02 per year for a period of three years.

The committee recommends approval of the Intergovernmental Agreement with Walton County and the City of Loganville for aerial photometrics to Council.

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

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7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She stated that Monroe is a finalist to receive a \$25,000 Grant from the Levitt AMP Music Series Grant. It will help to activate the new Town Green Space. She explained the purpose of the grant is to sponsor ten concerts in the community on an inactive parcel. The City of Monroe is in seventeenth place currently and must be in the top twenty-five to be considered for the final grant. She encouraged everyone to vote on the website. Ms. Krawczyk reviewed the Federally Designated Opportunity Zone area in Monroe, and the benefits of the zone.

Mr. Andy Camp with NextSite gave an update. He discussed marketing the retail commercial development for Monroe and gave Council copies of the marketing brochure. He also discussed the different conferences they attend, and how they represent Monroe at the conferences.

III. ITEMS OF DISCUSSION

- 1. Application – Beer & Wine Package Sales – Alcovy Grocery**
- 2. Application – Beer & Wine On-Premise Consumption – Rocky's Pizzeria & Grill**
- 3. Resolution – City of Ethics Recertification**

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

IV. ITEMS REQUIRING ACTION

1. Resolution – R1A Moratorium Extension

City Attorney Paul Rosenthal stated the resolution will extend the R1A moratorium. They are still working on getting the code rewritten, and the moratorium will give them further opportunity to get it finished. He explained it will extend the current expiration an additional 180 days, from November 11 until May of 2019.

Council Member Larry Bradley requested staff to bring the results of the mixed housing studies back to Council in 90 days.

City Administrator Logan Propes stated hopefully it will be done much quicker than the 180 days, and at that point the moratorium can be lifted. He explained the R1A and other zoning classifications will be amended in the most expedient manner as possible.

Mr. Darrell Stone stated the contractor evaluating the R1A Zoning used some arduous language that could be difficult for developers and land owners to understand. He would also like the zoning to be more robust, and to look at some incentivizing techniques. This would maximize the infill to make it more profitable for the City as well as a developer. Mr. Stone explained this will change the housing profile for the City.

To adopt the resolution as presented.

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

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2. Tax Abatement – Hitachi Automotive Systems Americas, Inc.

City Administrator Logan Probes discussed the tax abatement for the expansion of Hitachi Automotive. He explained it will be up to a \$330 million dollar investment in the City, and will create at least 100 new jobs. This will be a great opportunity for the City, Hitachi, and Walton County at large.

Mr. Shane Short, with the Development Authority of Walton County, discussed the potential expansion of Hitachi. He stated they have expanded a number of times throughout the years, investing millions of dollars in the community. This will be their largest expansion to-date. He addressed the issue of layoffs, which took place at Hitachi. He explained about a year ago the new president of their corporate office hired a consulting firm that recommended streamlining and combining operations corporate-wide. There was also a corporate-wide ten percent reduction in workforce. Mr. Short stated that Monroe was fortunate, because the layoffs were only four of five percent in Monroe. The equipment has gotten more high tech with each of the investments Hitachi has made in the community, which means less people are required to operate the machines. He explained that the job quantities will be lower than the past expansions, but will require more training and more of a skilled workforce. Mr. Short discussed the progression and change of automobiles, which are all computerized today. Hitachi is one of the worldwide leaders in the automotive industry moving in the direction of electric cars. He explained Hitachi has been given a tax abatement each time they have expanded in the community.

Council Member Larry Bradley stated that Walton County and the Board of Education have already agreed to the tax abatement.

Mr. Short stated that it is a phase in abatement, not a hundred percent tax abatement. He explained that a company's largest expense is when they are building new or expanding. They are not producing a lot of product or making sales on that product during that time. The tax phase in coincides with when the profits start to increase.

To authorize the signing of the resolution and memorandum of agreement with Hitachi Automotive Systems Americas, Inc.

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

V. ADJOURN

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

MAYOR

CITY CLERK