

The Mayor and Council met for a called meeting.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member (via phone)
	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
	Jesse Couch	City Attorney

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

Visitors:                              Les Russell, Amylee Dire, Lynn Carrell, Anne Huie Smith

### **I.      CALL TO ORDER – JOHN HOWARD**

#### **1.      Roll Call**

Mayor Howard noted that all Council Members were present. Council Member Ross Bradley was present via telephone. There was a quorum.

#### **2.      City Administrator Update**

City Administrator Logan Propes stated the West Bound thru lane on West Spring Street is now functionally complete, even though Georgia Department of Transportation still has some tidying up to do. The quick response project was completely funded by the State. He explained all of the projects discussed during the retreat are continuing to move forward.

#### **3.      Central Services Update**

Mr. Chris Bailey stated expenses are down, and employees are being more conscientious about spending. There has been a decline in purchase order requests and p-card transactions. The completion date for the Police Station / Municipal Court Building is projected for mid-October. He explained that he and Mr. Still will be working on an advertised Leaf Collection schedule, which will have start and stop dates. They will have the full plan details and schedule available in October.

### **II.     COMMITTEE INFORMATION**

#### **1.      Finance**

##### **a.      Monthly Finance Report**

Ms. Beth Thompson presented the monthly Finance Report. She stated the Sales Tax Collections have continued to increase, with an 8% increase from this time last year. She explained notification has been received that the City will be reimbursed \$501,000.00 from the State of Georgia for funding from the CARES Act. The Finance Department is currently working on the 2021 Operating and CIP Budgets. Ms. Thompson stated the City received the Distinguished Budget Presentation Award from the Georgia Finance Officers Association for the 2020 Budget, which makes the eighth consecutive year.

#### **2.      Airport**

##### **a.      Monthly Airport Report**

Mr. Chris Bailey presented the monthly Airport Report. He stated there is dirt being moved to grade for the sites of the 16-unit t-hangar and the 6-unit t-hangar. He explained the Airport CIP will be changed in order to take advantage of the extra Federal Grant money while it is available.



**3. Public Works****a. Monthly Solid Waste Report**

Mr. Danny Smith presented the monthly Solid Waste Report. The welding of the Transfer Station wall is still pending. The tonnage has increased 600 tons from this time last year; there was 7,878.83 tons deposited at the Transfer Station. There are 182 customers opting for the curbside glass collection service. He reminded customers to rinse the containers out and to remove all caps and lids. The glass items cannot be mixed with other recyclable items, because glass items are collected by a separate truck. Mr. Smith reviewed the holiday collection schedule.

**b. Monthly Streets & Transportation Report**

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. The crews have been working to maintain the right-of-ways and have done a significant amount of patching. They have been working on projects at the Airport and within the parks. The stormwater projects on Breedlove Drive and Wheeler Street have been completed. Tri Scapes is making good progress on the Church Street Traffic Calming Project, without any traffic problems.

**c. Milledge Avenue & Colley Street One Way Conversion**

Mr. Chris Bailey discussed the traffic calming element on Church Street and Davis Street, the development located between Milledge Avenue and Colley Street, the intersection at South Madison Avenue and Church Street, and the narrow width of the streets. He explained Milledge Avenue would be converted to a south bound one-way street, and Colley Street would be converted to a north bound one-way street. He stated the width of Milledge Avenue from road edge to road edge is only 16 feet wide, Colley Street is 19 feet wide, Davis Street is 23 feet wide, and the standard street in the City is typically between 20 and 24 feet wide. The narrow width is a Public Safety issue and a Solid Waste issue.

The committee recommends to Council to convert Milledge Avenue and Colley Street to one-way streets as presented.

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

**d. Leaf Vacuum Trailer Purchase**

Mr. Chris Bailey requested approval to purchase a Leaf Vacuum Trailer from Environmental Products Group, for \$84,678.00. He explained the trailer will be used as a backup unit and will allow dual routes of leaf collection during the fall and winter months. The trailer will also serve as a stormwater tool for cleaning drains, pipes, and inlets throughout the year. The old leaf truck will be surplus after some of the parts are removed.

Council Member Norman Garrett questioned the length of the trailer.

Mr. Bailey answered the trailer to be 12 feet long.

The committee recommends approval to purchase the leaf vacuum trailer from Environmental Products Group for the amount of \$84,678.00 to Council.

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

**4. Utilities****a. Monthly Electric & Telecom Report**

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He stated the electric usage is five to seven percent lower than this time last year. The major meters are being tested more than twice a year, due to the losses tracking badly. The ductile iron poles for the Pavilion Project came in about five weeks early, so they will start installing within the next couple of weeks. The transformers have been energized for the events center at the mill, but not inside the apartment buildings. He stated the City continues to receive large numbers of residential and commercial service orders; over the last two weeks, there were 26 residential service orders. The Roe and Rinse are being converted to underground. Mr. Thompson explained micro fiber duct is being installed along Jones Woods Road in conjunction with the gas installation, which will expand the network between 60 and 70 new customers. The CGNAT is in place and operational.



**b. Cable Television Service Discontinuation**

City Administrator Logan Propes discussed issues with the cable television services and the loss factor, which were talked about during the Retreat. CATV has been losing between \$1.5 and \$2 million each fiscal year. He explained one option would be discontinuation, which would mean cable television would be phased out as a service. This would also give the City more bandwidth on the cable coax platform, until the entire Fiber Monroe Project can be done. The alternative would be to offer the cable customers a cost plus 15% option, which would cover the programming cost plus a little more to help defray the other associated costs. These rates would be set annually and automatically based on the programming costs and would be evaluated twice a year.

Mr. Brian Thompson stated that television as a service is dying away; internet is cheaper and customizable. He explained the cable programmers have control over what networks the City receives and the costs of those networks, which can change every few months. He discussed streaming options.

Council Members Nathan Little stated when the City got started in the cable television business, there weren't any other cable businesses around. At that time, it was an important service that has made the City some money. The retransmission costs and programming costs are driving the cable costs way up. He is concerned whether offering the alternative option will be financially reasonable if the City ends up with only a few customers. The programming cost will work with having only a few customers, but will it support personnel costs.

Mr. Thompson answered that the technicians are dual use; they work on internet and cable service at the same time. The personnel can be repurposed and utilized in different ways.

Mr. Propes discussed previously doing a full cost accounting report of cable television as a division under telecom. The cable television component is about two thirds of all the workorders; the internet workorders are relatively low in comparison.

Council, Mr. Propes, and Mr. Thompson discussed discontinuation, the cost-plus option, the short-term plan, the long-term plan, and streaming services. Surveying the customers, creating a transition plan, helping the customers, and making sure the customers are taken care of were also discussed.

Mr. Propes explained a decision needs to be made next week in order to stay on schedule for the Bond, whether it is a discontinuation of service or an increase to reach solvency for the cable service.

Mayor, Council, Mr. Propes, and Mr. Thompson further discussed different transition plans, time frames, taking a multi-phase approach, and the Fiber Monroe Project.

Mr. Little questioned whether a transition plan could be brought back to full Council next week.

Mr. Propes stated the item will be brought back to full Council next week. It will be a multi-phase approach beginning with the cost plus 15% option beginning January 1, 2021, which will allow the City to get back to some solvency. Then, the other approaches and full transition plan can be figured out. He explained this will allow the City some time to get a better interest rate on the Bond.

*No Action.*

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

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He stated Phase I of the Alcovy River and Highway 138 sewer extension will be out for bid soon. The Sewer Plant plans are being reviewed by EPD. The Loganville water line extension is moving along very well. The bores and pump station are the only things remaining; the pump station building will not be delivered until October. He gave an update on the John T. Briscoe Reservoir, which is staying full due to all of the rain. The reservoir has been restocked with 1,500 carp to help clear up a hydrilla outbreak. Mr. Middlebrooks should find out next week whether the City will receive funding for the 2020 CDBG Project, which will be a storm drainage project along Cherokee Avenue, Wilkins Drive, Colquitt Street, South Hubbard Street, and Indian Creek Drive.



**MAYOR AND COUNCIL MEETING    SEPTEMBER 1, 2020    6:00 P.M.****d. Morgan County Gas Extension Update**

Mr. Rodney Middlebrooks gave an update on the Georgia Public Service Commission Application for a Certificate of Public Convenience and Necessity to Provide Natural Gas Service in Morgan County. This will allow the City to serve several chicken-house farms with natural gas. This morning he found out that the application was approved. He stated the certificate process has been changed after the Oconee County issue. The City of Madison actually wants the City of Monroe to serve the area, and it cannot be taken away later.

*No Action.*

**e. Approval – Dump Trailer Purchase**

*Removed from agenda.*

**f. Approval – Loganville Water Line Change Order**

Mr. Rodney Middlebrooks requested approval of two change orders for the Loganville Transmission Line totaling \$848,581.65 from Mid-South Builders, Inc. Change Order #1 is for \$722,518.65 for the rock bore under the Alcovy River. He explained a Geo-Tech company did some test drilling and a rock profile of the river, but they were unable to find a cheaper solution. Change Order #2 is for \$126,000.00 for the rock bore under Cown Road. The site cannot be jack and bored conventionally and GDOT won't allow an open-cut. He stated the cost will be split 50/50 with the City of Loganville.

The committee recommends to Council approval of Change Orders #1 and #2 with Mid-South Builders, Inc. for the total amount of \$848,518.65, which will be split 50/50 with the City of Loganville.

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

**5. Public Safety****a. Monthly Fire Report**

Fire Chief Bill Owens presented the monthly Fire Report. He stated there were no structure fires, so there is not any fire loss to report. The pump service testing has been completed for all the apparatus, with only minor deficiencies. The department got a chlorine dioxide fogger for use throughout the City. The fogger will allow an area to be disinfected. Battalion Chief Andrew Dikes submitted an application for a FEMA Grant in January and was awarded \$26,000.00 last month; the City has a \$1,300.00 match amount. The grant funds are for updating and repairing the exhaust system in the truck bay. The ISO Audit will be finished on Thursday.

**b. Monthly Police Report**

Police Chief R.V. Watts presented the monthly Police Report. He stated their actual calls for service that have been responded to are up approximately 500 from last year, and the area checks increased by about 5,000. There were 50 Part I Crimes and 15 Part II Crimes, both were down significantly from last year. Arrests were also down from last year. The Joint Operations Unit made a total of 18 adult felony arrests in July, executed two search warrants on home residences, and executed three search warrants on cell phones. An example of an area check would be when officers check the doors on downtown businesses at night; if the doors are unlocked the officer would contact the keyholder to come and secure the premises. He explained area checks help to deter criminal activity from even happening.

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

Mr. Patrick Kelley presented the monthly Code Report. He stated that permitting in the City is tremendous right now; there are tons of small activity going on as well as the large projects. The Main Street Apartments Project is going as well as can be expected considering the weather. Monroe Self Storage has started operating in a couple of their buildings. He is waiting for contact from the Monroe Pavilion contractor.

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

Ms. Sadie Krawczyk stated the City has been awarded an AARP Community Challenge Grant, which is a quick-action grant for almost \$12,000.00. The grant will be used to create a new pocket park behind the Visitor's Center and to add swings around the hammock park. The City was one of 184 communities selected to receive the grant, which was a nationwide grant for readymade projects. She explained the City of Monroe is partnering with ECG to virtually host



## MAYOR AND COUNCIL MEETING SEPTEMBER 1, 2020 6:00 P.M.

the Incremental Development Alliance. The training will teach citizens to be small-scale developers within Monroe. Registration is required in order to receive the zoom link and log-in information for the virtual lectures, which will be held on September 9, September 23, and October 6 and are free of charge. The full-day training event held on October 29 will require a registration with an associated fee. She stated the First Friday Concert will be September 4 on the Downtown Green.

City Administrator Logan Propes stated he has gotten a lot of positive comments about the gridding system used at the previous concert.

### 8. Parks

#### a. Monthly Parks Report

Mr. Chris Bailey presented the monthly Parks Report. All of the playground equipment has been installed at Pilot Park, about three fourths of the walkways are finished, and the fencing is currently being replaced. The irrigation and landscaping will be done as the weather permits. He explained there will be a company coming through to sanitize all of the playground equipment at the parks starting mid-month and will be done on a monthly basis.

#### b. Mathews Park Rehabilitation & Additions

Mr. Chris Bailey requested approval of the Mathews Park rehabilitation project budget. The Parks Committee Members have agreed that it will have to be a multi-faceted project. The first phase will encompass the addition of some playground equipment, swing replacement, benches around the lake, and the awning will be painted. He stated a sign will be built for the front that will include a plaque telling the history of Mathews Park. The first phase also includes a restroom facility, which will be a prefabbed unit with two stalls. He requested approval for an overall project budget amount of \$175,000.00. Mr. Bailey discussed possibly adding another pavilion and restocking the lake next year.

Mayor, Council, and Mr. Bailey discussed the equipment and possible future improvements.

The committee recommends approval of the rehabilitation and restoration budget amount of \$175,000.00 to Council.

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

### III. ITEMS OF DISCUSSION

1. Public Hearing Variance – 828 Harvest Lane
2. Appointment – Housing Authority

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

### IV. ITEMS REQUIRING ACTION

1. Appointment – Planning Commission

To appoint Chase Sisk to a five (5) year term to expire September 1, 2025.

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

### V. MAYOR'S UPDATE

Mayor John Howard stated the Swinging Medallions will be playing at the concert Friday night. It will be the first football weekend, and Monroe Area High School will be hosting Loganville. He stated George Walton Academy and Social Circle will be playing as well.

### VI. ADJOURN TO EXECUTIVE SESSION

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

RETURN TO REGULAR SESSION

MAYOR AND COUNCIL MEETING SEPTEMBER 1, 2020 6:00 P.M.

I make a motion pursuant to the City's Code of Ordinances Section 2.1(b)(2), and the Personnel Policies and Procedures Manual, to remove Bill Owens as City of Monroe Fire Chief, and to terminate the employment of Bill Owens as City of Monroe Fire Chief effective immediately.

Motion by Malcom, seconded by L. Bradley.
Voting no Garrett, Crawford.
Passed 5-2.

VII. ADJOURN

Motion by Little, seconded by Malcom.
Passed Unanimously.

[Handwritten signature of John Howard]
MAYOR

[Handwritten signature of Debbie Kirk]
CITY CLERK

The Mayor and Council met for an Executive Session.

- Those Present: John Howard, Larry Bradley, Lee Malcom, Myoshia Crawford, Ross Bradley, Norman Garrett, Nathan Little, David Dickinson, Logan Propes, Debbie Kirk, Russell Preston, Paul Rosenthal, Jesse Couch, Mayor, Vice-Mayor, Council Member, Council Member, Council Member (via phone), Council Member, Council Member, Council Member, City Administrator, City Clerk, City Attorney, City Attorney, City Attorney

Staff Present: Rodney Middlebrooks

I. Call to Order - John Howard

1. Roll Call

Mayor Howard noted that all Council Members were present. Council Member Ross 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.

Debbie Kirk and Rodney Middlebrooks left the meeting.

III. Personnel Issues (s)

1. Personnel Matter

I make a motion pursuant to the City's Code of Ordinances Section 2.1(b)(2), and the Personnel Policies and Procedures Manual, to remove Bill Owens as City of Monroe Fire Chief, and to terminate the employment of Bill Owens as City of Monroe Fire Chief effective immediately.

Motion by Malcom, seconded by L. Bradley.
Voting no Garrett, Crawford.
Passed 5-2.

IV. Adjourn to Regular Session

Motion by Malcom, seconded by Crawford.
Passed Unanimously.

[Handwritten signature of John Howard]
MAYOR

[Handwritten signature of Debbie Kirk]
CITY CLERK