

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

Visitors: Les Russell, Sharon Swanepoel, Regina Adcock, Michelle Wiley, Nathan Durham, Brandy Adcock, Matt Adcock, Emery Adcock, Emma Wiley, Lily Wiley

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 Little, seconded by R. Bradley.
Passed Unanimously*

4. Approval of Consent Agenda

- a. June 2, 2020 Council Minutes
- b. June 9, 2020 Council Minutes
- c. June 23, 2020 Historic Preservation Commission Minutes
- d. May 14, 2020 Downtown Development Authority Minutes
- e. May 14, 2020 Conventions and Visitors Bureau Minutes

To approve the consent agenda as presented.

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

II. PUBLIC RECOGNITION

1. Public Recognition of Wayne Adcock

Mayor Howard presented Mrs. Regina Adcock with a plaque for Council Member Wayne Adcock’s twenty-six years of service. He recognized the commitment, loyalty, and dedication of Mr. Adcock to the City of Monroe.

III. PUBLIC FORUM

1. Public Comments

No one signed up for public comments.

IV. DEPARTMENT REPORTS**1. City Administrator Update**

City Administrator Logan Propes gave an update on the COVID-19 situation; City Hall is still closed to the public. Adjustments are being made as needed in City services, the Court System, and meeting appointments. Scheduled meetings are being allowed to take place. He would not recommend lifting any restrictions anytime soon but will keep Council informed of any COVID-19 related changes. Mr. Propes gave an update on the Truck Bypass; Georgia Department of Transportation considers the project as a high priority for the City of Monroe. The project is a five-mile route with 80 parcels involved; construction should be starting in the next eighteen to twenty-four months. He thanked Representative Bruce Williamson for all his help with the project. Mr. Propes stated there are multiple on-going projects throughout the City, so everyone is very busy.

2. Central Services Update

Mr. Chris Bailey stated the Police Station / Municipal Court Building has all of the walls up except for the Municipal Court side which is being used for building access. The renovation is on tract to being completed by the end of the year. He explained the week of June 20 was Waste & Recycle Workers Week. Emails were sent daily to emphasize the importance of the Solid Waste Profession to the community; they did not get any days off during the COVID-19 situation. The grounds crews will begin working seven days a week for trash collection and simple maintenance tasks starting July 12.

3. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. Utility forms have been implemented online with great success. The Average Monthly Payment or Budget Billing System is in the beta testing stage, and hopefully, will be ready for customers by the end of the year. She stated revenue and expenses should be at 42%. The General Fund expenditures are below budget at 38%, and the Utility Fund revenue and expenses are at budget. Solid Waste revenues are above budget at 46% and expenses are at 36%. She stated overall all departments are doing good. Loss Collections had an increase of 16% from last year, and Sales Tax amounts continue to increase from last year. The City has been awarded \$32,000.00 as part of the CARES Act from the Department of Justice. She explained according to ECG, Monroe is eligible to receive up to \$715,000.00 of COVID-19 related expense reimbursements, per the State's allocation of the CARES Funding.

4. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He stated the Tentative Allocation letter from the Department of Transportation has been received. The City has been awarded \$1.253 million in State and Federal Funding for full rehabilitation of the runway. He explained the City will be responsible for \$52,000.00 for the entire runway to be paved. Mr. Bailey stated since August 2015, there have been \$3.34 million worth of improvements done, within the fenced area at the Airport.

5. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. He explained half of the welding has been completed at the Transfer Station. The privacy fence is complete, except for the mesh screening. Tonnage increased 419 tons from the same time last year. The curbside glass collection will start on August 3, with no charge for the service. The attached flyer shows a list of acceptable glass. Customers can just call and request a bin. He thanked Mr. Bailey for all of the social media support.

6. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. The crews have done a significant amount of sidewalk repairs throughout the Downtown corridor and will continue to do so on a planned basis. He stated the side-boom mower has been running every day. The crews have been doing asphalt patching repairs. The contractor will be starting the Traffic Calming Project on Church Street and Davis Street around the first week of August, which will be a 90-day contract.

7. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. The new line truck was delivered a month early, and the old one will be used at the Wastewater Plant. He discussed the unbalanced circuit amperage around the McDaniel Street area and getting the problem corrected. He gave an update on the Pavilion Project; the City is working with MEAG and the developer on design changes. The contractor should have construction power onsite around the first of August.

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

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He stated the crews started the gas main extension along Snows Mill Road and Jones Woods Road about a week ago. Harrison & Harrison will begin the Highway 11 South Rehab Project next week. They will be replacing four miles of four-inch steel with plastic and reducing pressure on the line. He explained the Loganville water line extension is about 65% complete. The crews are pressure testing the water line extension on Dewey Hogan Road today. MAB Development has water onsite and can start the foundation. Mr. Middlebrooks discussed emergency repair of the hydrostatic pumps on the vacuum truck; the total repair cost was \$76,607.60. He will be traveling out-of-state to Foley, Alabama for a Retrofit Plant Tour later this month.

9. Monthly Fire Report

Fire Chief Bill Owens presented the monthly Fire Report. He stated their numbers have started to come up but are slightly skewed due the COVID-19 crisis. The hydrant testing has been completed and the hydrant maintenance should be finished later this month. He explained the Fire Loss and Save Report had some incorrect numbers in March and April, but they have been corrected. Fire Marshall R.J. Lott, who has been with the City for 15 years, will be returning to Detroit, due to family reasons. Chief Owens will start interviewing for the position next week.

10. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. He stated the Part I and Part II Crimes are up. The officers conducted around 10,000 area checks, with 84 arrests. The Criminal Investigation Division solved six different forgery cases, six suspects were arrested in connection with two stolen vehicles and several entering autos, and one subject was arrested for impersonating a Police Officer. The Joint Operations Unit executed three search warrants, which removed several narcotics and weapons off the road, and made 41 adult arrests. He stated eight of the ten Tahoes that were purchased have been received.

11. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. He stated the Main Street Apartment Project at 698 South Broad Street is ongoing; they plan to be finished by the end of the year. John's Supermarket completed the building expansion, and the restaurant is now open. Monroe Self Storage and The Roe are still ongoing. Mr. Kelley gave an update on the MAB Development Project: the plans for Publix have been reviewed and are ready for their contractor.

12. Monthly Economic Development Report

Ms. Sadie Krawczyk stated the DDA Stabilization Grant Funds have all been awarded, and all of the recipients have turned in their grant fund reports, except three. She explained 52 businesses received grant funds totaling \$121,190.00, which impacted 375 jobs. The Farmers Market is going face-to-face, and there are event t-shirts for sale online. Monroe was featured in two of the GMA Conference Sessions last week. DDA monthly meetings will be Thursday, July 9, from 10:00 am until 4:00 pm. She stated new business activity has been much higher than anticipated since the pandemic, which is a pleasant surprise.

13. Monthly Parks Report

Mr. Chris Bailey presented the monthly Parks Report. He explained the equipment for Pilot Park will be shipped on July 31, so the demo and grading will be starting towards the end of July. The park will be closed approximately four to six weeks, prior to a grand reopening. The Completion Notice for Childers Park has been submitted to the US Army Corp of Engineers. He

discussed contractor estimates for the buildings and facilities at the parks. He requested Council to think about whether they want the existing structures to be repaired or demolished for rebuild.

V. NEW BUSINESS

1. FY2019 PAFR

Ms. Beth Thompson presented highlights from the Popular Annual Financial Report for the year ending December 31, 2019. She explained the PAFR is a brief summary of the Comprehensive Annual Financial Report on the audited financials of 2019. It will be available on the City's website. She stated the PAFR has been submitted to GFOA for the Award of Outstanding Achievement. If received, this will be the sixteenth year the City has been recognized for this award.

No Action.

2. Speed Limit Change on Alcovy Street and McDaniel Street

Mr. Jeremiah Still presented the recommendation to lower the speed limit on sections of Alcovy Street and McDaniel Street from 45 miles per hour to 35 miles per hour. The Alcovy Street section will begin at the City Limits and stop around Country Club Drive, and the McDaniel Street section will be from the City Limits to the intersection at Breedlove Drive. He explained Keck & Wood performed an Engineered Traffic Investigation (ETI), and the report showed ample justification for lowering the speed limits from 45 miles per hour to 35 miles per hour.

To approve the speed limit changes as presented.

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

3. Approval – Purchase Four Wilo Pumps for Sewer Lift Stations

Mr. Rodney Middlebrooks requested to purchase four Wilo pumps for the Ammons Bridge and Vine Street pump stations. He explained it is a CIP item, but the quotes were not available during budget time last year. The low bid came from J.H. Wright & Associates for \$148,657.00. He stated the Wilo pumps are the only direct fit replacement pumps, other types would require massive reconfiguration. Therefore, the Wilo pumps will save on installation costs.

To approve the purchase four Wilo pumps from J.H. Wright & Associates for the amount of \$148,657.00.

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

4. Appointment – Historic Preservation Commission

To reappoint Mitch Allgood to finish out his three (3) year term to expire May 1, 2022.

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

5. Resolution – ECG Voting Delegate

To approve the resolution as presented.

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

6. Resolution – MEAG Voting Delegate

To approve the resolution as presented.

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

7. Extension of Ordinance to Temporarily Modify Certain City Personnel Policies

City Administrator Logan Propes discussed the 90-day extension of the ordinance. The extension request is due to the current situation with the COVID-19 pandemic and continued

uncertainty of how the City will need to react. The Ordinance will temporarily modify certain Personnel Policies, which include swiftly modifying pay structures, reduction of force provisions, and work schedules.

To approve the extension of the Ordinance for another 90-day period.

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

8. Extension of Ordinance to Temporarily Increase the Spending Authority of the City Administrator

City Administrator Logan Propes explained the request for a 90-day extension of the ordinance, due to the current situation with the COVID-19 pandemic. He stated the policy has not yet been used, but an emergency purchase could come up. The Ordinance temporarily allows a necessary purchase to take place, without having to call a special meeting. Mr. Propes would update Council prior to the purchase and again after the purchase.

Council Member Norman Garrett questioned the spending limit.

City Administrator Logan Propes answered the limit increases temporarily to \$100,000.00 for an emergency purchase relating to the general welfare, safety, and health of the public.

City Attorney Paul Rosenthal clarified this Ordinance and the previous Ordinance both utilize provisions of the City Charter located in Section 2.12, which waives the second readings. He stated they are identical to the Ordinances passed on March 26; they have been updated to reflect that the COVID-19 issue is still ongoing.

To approve the extension of the Ordinance for another 90-day period.

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

9. 1st Reading – MGAG Supply Contract Amendment & Supplemental Contract for Portfolio V Project Ordinance

City Administrator Logan Propes explained the MGAG Supplemental Contract establishes that debt may be issued for new acquisitions or pre-payments through December 31, 2030. It also provides that debt maturities may not exceed 30 years from the date of issuances, whereas Portfolio IV limited the maturity to 20 years.

City Attorney Paul Rosenthal presented the first reading of the ordinance.

10. 1st Reading – Alcoholic Beverage Ordinance Amendment

Ms. Sadie Krawczyk explained a category is being added for an Alcohol Beverage Caterer Beer and Wine License and an Alcoholic Beverage Caterer Distilled Spirits License. There is a business that wants to be a wine caterer for events and also use their license to get a State license. The Ordinance will allow them to do City events, private events, and public events with other organizations or entities. The City's current Special Events License is limited to ten events per year. She explained the Ordinance also expands the Entertainment District to more of the commercial area within the DDA Boundaries.

Council and staff discussed the benefits of the Beverage Caterer License.

City Attorney Paul Rosenthal explained the license mirrors State Law, which has an Alcohol Beverage Caterer License function. It adds another layer of licensure to the alcohol service. This is not about locations that are authorized, which would be a zoning function. This is authorizing a business to obtain a license to be a caterer that has the ability to pour, but where they pour must comply with both State Law and Local Law. He stated under the City Ordinance where they can pour is currently limited to special event venues that have been registered within the City or locations for special events. An authorized catered event reverts back to State Law, which has various restrictions. This is about authorizing a local license so a local business can be an authorized caterer to pour in Monroe or any other jurisdiction where they would purchase a local permit for the event. He explained it is a standard practice across most jurisdictions that allow authorized caterers.

City Administrator Logan Propes stated the Entertainment District will stay within the current DDA Boundaries. This is a valuable benefit to the Downtown Entertainment Industry, and shows that the City is here to help the businesses in any way possible.

Mayor, Council, City Attorney, and staff discussed the Entertainment District Boundaries.

City Attorney Paul Rosenthal clarified the changes to the Ordinance. He stated there are a few scrivener's errors that are being cleaned up, fees are being added for caterer licenses, the Historic District Boundaries are expanding, some ambiguity is being cleaned up to clarify what hotels can serve, and caterer licenses are being added. Mr. Rosenthal presented the first reading of the ordinance.

11. Appointment – Library Board

To reappoint Lynn Laird to a six (6) year term to expire July 1, 2026.

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

12. Ground Lease Agreement

Mr. Chris Bailey requested approval of a ground lease agreement with Leigh Roberts, which will be located on the Northeast side of the Cy Nunnally Memorial Airport. The area will need to be cleared in order to extend Richard Parsons Drive. Mr. Roberts will move his hangar from Gwinnett County once the final grading and concrete pad are completed. He explained the size of the area does not require a permit for the grading and clearing. Hopefully, it can be graded in tandem with the t-hangar project. The ground lease agreement will be for twenty cents per square foot for the 50-year term, which will be approximately \$26,500.00 in lease payments.

City Administrator Logan Propes requested a motion to be contingent upon final approval of the ground lease agreement by the City Attorney.

Mayor, Council, City Attorney, and staff discussed the ground lease agreement, rate amounts, provided services, lot sizes, and market rates.

City Attorney Paul Rosenthal explained his office has not had a chance to review the agreement and a full plat will need to be gotten.

To approve the tentative ground lease agreement, contingent upon final approval by the City Attorney.

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

VI. MAYOR'S UPDATE

Mayor John Howard stated Piedmont Walton Hospital is in recovery mode and back to doing elective surgeries according to Larry Ebert. Currently, COVID-19 cases are requiring a hospital stay but not time in ICU. The ICU could possibly be expanded by 20 beds. Piedmont Walton Hospital was ranked the number ten hospital in the State of Georgia, per the Lown Institute Hospital Index. Mayor Howard will be nominating Greg Thompson to serve another four years on the MEAG Board at the meeting next week.

VII. ADJOURN

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


MAYOR


CITY CLERK