

**MINUTES  
WORK SESSION OF THE BOARD OF COMMISSIONERS  
CITY OF DOUGLAS, GEORGIA  
JANUARY 22, 2024**

**The Board of Commissioners held a Work Session on Monday, January 22, 2024, at 6:00 p.m. at the City Hall Council Chambers. Mayor Tony L. Paulk was presiding over the meeting. Mayor Pro Tem Mike Gowen and Commissioners Steve Bailey, Edwin Taylor, Kentaiwon Durham, Tony L. Paulk II, and Cindy McNeill were present.**

**REVIEW OF JANUARY 8, 2024, MEETINGS MINUTES**

The first business item presented by Mayor Tony Paulk was to review the minutes from January 8, 2024 (W.S./Reg Minutes) of the Board Commissioners. Mayor Paulk requested that the Commissioners offer any changes so that the City Clerk could correctly record the minutes for historical data.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

**DISCUSSED APPOINTMENTS TO THE HOUSING AUTHORITY BOARD**

Wynetta J. Bolder, City Clerk, appeared before the Commission to seek approval of the reappointment of Ms. Ernestine Thomas-Clark and Mrs. LiNetha Munford as board members for the term January 22, 2024, to January 22, 2028.

Mrs. Bolder stated that it is in favor of the Douglas Housing Authority to reappoint Ms. Ernestine Thomas-Clark and Ms. LiNetha Munford for a renewed term from January 22, 2024, to January 20, 2028. Also, an application was received from Sheila Carter, who is interested in serving on the Housing Authority.

Commissioner Durham said he would like us to bring new people in to serve on the committees. He stated that continuing to allow people to serve for years would discourage others from applying.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

**DISCUSSED PURCHASING SCBA'S FROM STATE CONTRACT**

Nikki Thompson, Purchasing Agent, appeared before the Commission to seek approval from the Mayor and Board of Commissioners to Purchase New Fire SCBAs to be utilized by the Fire Department.

Mrs. Thompson stated that the Fire Department seeks to purchase thirty-two (32) new 3M Scott X3 Pro SCBA, 4500 PSIG, and accessories. The SCBA Department will purchase and utilize these Fire to replace old and out-of-date SCBAs to comply with NFPA regulations and standards. Fire Chief Casey Wright and Purchasing Agent Nikki Thompson have reviewed the quote from the state contract 99999-001-SPD0000156 and agree to accept the bid submitted by Fisher Scientific Company, LLC., located in Pittsburgh, PA, for a total bid of \$294,087.82.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

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**DISCUSSED FY24 NEW 2023/2024 CREW CAB TRUCK BID**

Nikki Thompson, Purchasing Agent, appeared before the Commission to purchase a new Crew Cab Truck for the City of Douglas Wastewater/Sewer Plant Division.

Mrs. Thompson stated that this bid was advertised on December 7 and 14, 2023, in The Douglas Enterprise and publicly opened on January 8, 2024, at 2:30 p.m. Bids were sent to twenty-seven (27) vendors with four (4) responding. This truck will replace the old crane truck currently used by the Wastewater/Sewer Plant Division. Purchasing Agent Nikki Thompson and Utilities Director Mike Hudson have reviewed the bids and agree to accept the low bid submitted by Knollwood, LLC, located in Douglas, GA. The total is \$120,395.00.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

**DISCUSSED MOVING FORWARD FOR THE PUBLIC HEARING FOR THE ALCOHOL BEVERAGE LICENSE FOR AUSTEN HUTTO D.B.A. SPARKEY'S**

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval to conduct a public hearing to issue an alcoholic beverage license for Austen Hutto, Eat Local Food, LLC, d.b.a. Sparky's.

Mr. Henderson stated that Austen Hutto, Eat Local Food, LLC, d.b.a. Sparky's, located at 121 Ashley Street, E., Douglas, Georgia 31533, has made an application for an alcoholic beverage license for retail sales, on-premises consumption, for beer and wine. Austen Hutto will be the licensee's manager and will meet all requirements per city ordinances to receive an alcoholic beverage license. The staff have no objections to the issuance of the alcoholic beverage license. The public hearing has been adequately advertised as required.

The Commission agreed to move this item forward on the **Regular Agenda**.

**DISCUSSED MOVING FORWARD FOR THE PUBLIC HEARING FOR THE ALCOHOL BEVERAGE LICENSE REQUEST FOR JAYSHREE PATEL, D.B.A. T & R FOOD MART.**

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval to conduct a public hearing to issue an alcoholic beverage license for Jayshree Patel, Diviyamurti, LLC, d.b.a. T & R Food Mart.

Mrs. Henderson stated that Jay Shree with Siviyaamurti, LLC, d.b.a. T & R Food Mart, located at 108 Westgreen Road, Douglas, Georgia 31533, has made an application for an alcoholic beverage license for retail sales, off-premises consumption, for beer and wine. Jayshree Patel will be the licensee's manager and meet all requirements per city ordinances to receive an alcoholic beverage license. The staff have no objections to the issuance of the alcoholic beverage license. The public hearing has been advertised adequately as required.

The Commission agreed to move this item forward on the **Regular Agenda**.

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**DISCUSSED APPROVAL SUBMITTAL RESOLUTION AND APPLICATION FOR HISTORIC PRESERVATION FUND CLG SURVEY AND PLANNING GRANT**

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of a submittal resolution to apply for the Historic Preservation Fund CLG Survey and Planning Grant.

Mrs. Henderson stated that the Historic Preservation Fund CLG Survey and Planning Grant will provide a survey with an inventory of existing historic resources that includes buildings, structures, sites, and objects in the Downtown Historic District. The grants offer a 60/40 match; the City of Douglas will provide the matching 40 percent in the FY25 budget. The purpose of the Georgia Historic Resources Survey program is to have all resources that are 40 years of age or older, regardless of integrity, condition, and whether they are contributing or non-contributing to a historic district, recorded to provide a longer lifespan for the survey than does the previously used 50 years of age or older guidance. This survey will assist the city in maintaining its CLG requirements for Historic Preservation.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

**DISCUSSED CONDUCTING THE FIRST READING OF ANNEXATION, ZONING UPON ANNEXATION, & REZONING PETITION FOR 3.01 ACRES OF PARCELS 0118 080A & 0118 083**

Georgia Henderson, Community Development Director, appeared before the Commission to discuss and conduct the first (1st) reading of the Annexation Ordinance to annex, zone upon annexation, and rezone 3.01 acres of parcels 0118 080A & 0118 083.

Mr. Hudson stated that the Applicant and owner, Bruce Cato, would like to petition the City of Douglas for voluntary annexation and rezone of 3.01 acres, parcels 0118 080A & 0118 083. Rezoning and zoning of this property will be established upon annexation. Mr. Cato would like to annex this property to bring both parcels entirely into the city limits of Douglas. Currently, a small portion of one of the parcels is located within the city limits. The portion is now Residential Mixed (R-M). The city zoning for that portion of the parcel is not synonymous with the county zoning for the latter portion. The owner would like all portions of both parcels annexed into the city limits and rezoned to obtain synonymous zoning for the parcels. The current county zoning is Industrial (W-L1) & Residential (R2). The city rezoning and zoning requested to be established with annexation is Light Industrial (M-1). The owner plans to build a warehouse on the parcels, which is permitted. The Coffee County Commission has been notified and informed of this voluntary petition for annexation and has no objections to the request. In the same vein, the Douglas-Coffee County Planning Commission has reviewed the annexation, the zoning upon annexation, and the rezoning request and also has no objections.

The Commission's consensus was to table this item.

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**DISCUSSED APPROVAL OF ADDITIONAL FUNDS FOR THE 2021 COMMUNITY DEVELOPMENT BLOCK GRANT FOR HOME REHABILITATION**

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of additional funds for the 2021 Community Development Block Grant for Home Rehabilitation.

Mrs. Henderson stated that the Community Development Block Grant program aims to rehabilitate existing structures, including substantial rehabilitation programs, which typically bring the property up to local codes and standards. We have completed nine homes in the city's 2021 Community Development Block Grant program, with three remaining. The program needs an additional \$25,450 to cover items such as flooring joists, wall repairs, plumbing repairs, and more to complete the remaining. Without these additional funds, the home could be left in a state where it is not fully brought up to local codes and standards. **FUNDING:** \$25,450 DCA Program Special Funds Account

The Commission's consensus was to move this item forward on the **Consent Agenda**.

**DISCUSSED THE REPAIRS TO THE DIESEL BACK-UP PUMP AT BOJO ELLA LIFTSTATION**

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to repair the pump so it would pump the intended volumes.

Mr. Hudson stated that the diesel backup pump for Bojo Ella Lift Station was installed in June 2017 as a part of a recommendation by Ga EPD. This pump is utilized as a backup to the four pumps at Bojo in case of failure. It also pumps in extreme rainfall events when the flow at the lift station increases above what the four regular pumps can handle. ESG staff performed normal maintenance checks when they found that the pump was not pumping the normal volume. The ESG staff pulled the pump to check the impeller for possible clogging but found that the impeller was severely pitted and corroded. United Rentals came and assessed the pump and gave us a quote for repairs of \$25,498.85. They are the sole source vendor for the parts and labor on this unit and will perform repairs on-site. **FUNDING:** FY24 Water/Wastewater Budget Line-Item Repair & Maintenance > \$5k 505/4330-53.1113

The Commission's consensus was to move this item forward on the **Consent Agenda**.

**DISCUSSED THE PURCHASE OF AN EV VEHICLE (FORD LIGHTNING) FOR THE UTILITIES DIRECTOR**

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to test the performance of an Electric Vehicle in our fleet.

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**DISCUSSED THE PURCHASE OF AN EV VEHICLE (FORD LIGHTNING) FOR THE UTILITIES DIRECTOR-CONTINUED**

Mr. Hudson stated that the staff has budgeted a new truck for the Gas Department to be used by the Utilities Director. Staff would like to purchase an Electric Vehicle (Ford Lightning F150) to see how it performs. The Utilities Director would drive this truck.

Staff would seek a maximum purchase price of \$65,000.00 to buy one of these trucks. Terry and his staff have located this truck within this price range, but they are not holding this vehicle, and it must be purchased when a deal is made.


The Commission's consensus was to move this item forward on the **Consent Agenda**.

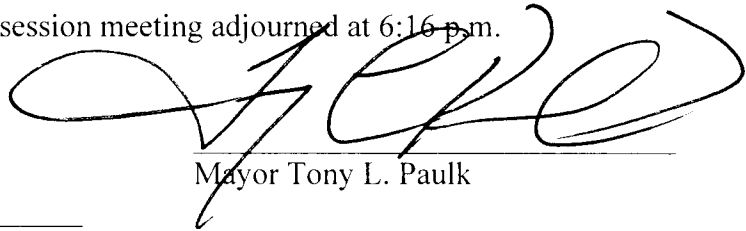
**COMMENTS**

**CITY MANAGER'S UPDATES**

**ADJOURNMENT**

Without further discussion, the work session meeting adjourned at 6:16 p.m.

  
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Wynetta J. Bolder, CMC

  
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Mayor Tony L. Paulk