

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
FEBRUARY 13, 2012**

A Regular Meeting of the Board of Commissioners was held on Monday, February 13, 2012 at 7:30 P.M. The meeting was convened in the Council Chambers of City Hall with Mayor James H. Dennis presiding. Mayor Pro Tem Olivia Pearson, Commissioners Ronnie Anderson, Robert Moore, Richard Hutchinson, Dennis Josey, and Marty Swain were in attendance.

INVOCATION

Commissioner Dennis Josey introduced Les Burke to give the invocation.

PLEDGE OF ALLEGIANCE

Tina Moya, President of the Coffee County FBLA and Commander of the NJROTC led the Pledge of Allegiance to the Flag.

MINUTE ADOPTION

The following minutes were unanimously approved:

**Work SessionJanuary 19, 2012
Commission Meeting.....January 19, 2012**

A **MOTION** to approve **(6-0)** the minutes as presented was made by Commissioner Dennis Josey, seconded by Commissioner Marty Swain and the Commission unanimously approved the motion.

APPROVAL OF THE ORDER OF THE AGENDA

The Mayor and Commission unanimously approved **(6-0)** to accept the order of the Agenda with the following addition: *(Item 7 Recognition of the CCCUP Debutantes)*

A **MOTION** to approve was made by Commissioner Ronnie Anderson, seconded by Mayor Pro Tem Olivia Pearson.

RECOGNITION OF RETIREES

Judy Carter, Human Resources Director, Mayor and Commissioners recognized 10 of the 16 city employees who chose to take the early retirement plan. Mrs. Carter acknowledged that they have a combined total of 368 years of service with the City of Douglas.

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PRESIDENT OF THE FBLA ANNOUNCEMENTS

Tina Moya, President of the Coffee High FBLA/Commander of the NJROTC Program addressed the Mayor and Commissioners concerning events with the FBLA and the NJROTC Program. Ms. Moya stated that the FBLA with the assistance of Sidney Bryant produced a film called "Popularity Evil". This film was a project from the FBLA to bring awareness to anti-bullying. Ms. Moya also stated that the NJROTC will be hosting a Wild Card Drill Meet Competition at the Coffee High School on Saturday, February 18, 2012.

Ms. Moya informed the Mayor and Commissioners that on February 13th, "Anti - Bullying Awareness Day" will be recognized.

ACKNOWLEDGMENT OF THE DEBUTANES OF THE CCCUP

Mayor James Dennis acknowledged Princess Simpson, Nakasha Moore, Shaneel Mobley and Caterena Jackson four (4) debutantes representing the (CCCUP) Coffee County Citizens United in Progress along with members, Angela Jacobs, Jessie Porter and Wynetta Bolder.

APPROVAL OF APPOINTMENT FOR THE RECREATION COMMISSION

Upon recommendation from Roger Johnson, Parks and Recreation Director, Mayor and Commission approved (6-0) to appoint Mr. Donnie Graham to fill the three (3) year term on the Recreation Commission, beginning January 1, 2012 and ending December 31, 2014.

A **MOTION** to approve was made by Commissioner Marty Swain and seconded by Commissioner Bob Moore.

APPROVAL OF THE ANNUAL BASEBALL –SOFTBALL EQUIPMENT BID

Upon recommendation from Stanley Merritt, Purchasing Agent, Mayor and Commission approved (6-0) the request by Parks and Recreation Director Roger Johnson, to accept all low bids except for items T, U, V & Y with a Grand Total \$33,571.77.

<u>Vendor:</u>	<u>Low Bid Items:</u>	<u>Total Low Bids:</u>
Pennant Sports	H, O, R & X	\$1,238.42
Moore than Graphics	T, U, V, Y & Z	\$13,508.90
Sports Supply Group dba BSN	E, F & W	\$1,758.72
Riddell	C	\$168.18
The Sports Shop, Inc.	A, B, D, G, I, N, P, Q L, & S	\$16,897.55

A **MOTION** to approve was made by Commissioner Dennis Josey and seconded by Commissioner Ronnie Anderson.

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APPROVAL OF THE 2012 GRINDING SERVICES BID

Upon recommendation from Stanley Merritt, Purchasing Agent, the Commission unanimously approved **(6-0)** Tag Grinding Service of Dadeville Alabama to do 17 hours of grinding at the Wastewater Plant Mulch Site for a grand total cost of \$10,200.00.

A MOTION to approve was made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Ronnie Anderson.

APPROVAL OF THE PAD-MOUNT TRANSFORMER BID

Upon recommendation from Stanley Merritt, Purchasing Agent, the Commission unanimously approved **(6-0)** the low bids that meets specifications for two (2) 300e Pad Mount Transformers from Gresco Utility of Forsyth, Georgia for a total cost of \$16,150.00 and one (1) 1500F Pad Mount Transformer from Stuart C. Irby of Marietta, Georgia for a total cost of \$18,240.00.

A MOTION to approve was made by Commissioner Bob Moore and seconded by Commissioner Marty Swain.

APPROVAL OF THE FY'2012 ODORIZATION SYSTEM FOR NATURAL GAS

Upon recommendation from Stanley Merritt, Purchasing Agent, the Commission unanimously approved **(6-0)** the bid that meets specifications for the installation and testing of one (1) new YZ Model 6300GE-04-C-Q-A-3 & YZ modem interface unit, VAC, Model F2-100 for a grand total of \$25,400.00.

A MOTION to approve was made by Commissioner Ronnie Anderson and seconded by Commissioner Richard Hutchinson.

APPROVAL OF THE EMERGENCY PURCHASE FOR ROMAC VALVES FOR SPLOST STREETS

Upon recommendation from Stanley Merritt, Purchasing Agent, the Commission unanimously approved **(6-0)** the low bid for twelve (12) Romac Sleeves and Stems from Consolidated Pipe & Supply Inc. of Waycross Ga. for a grand total cost of \$23,820.00.

A MOTION to approve was made by Commissioner Ronnie Anderson and seconded by Mayor Pro Tem Olivia Pearson.

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APPROVAL OF THE DOUGLAS GREENWAY TRESTLE PROJECT

Upon recommendation from Dale Batten, Community Development Director, the Commission unanimously approved **(6-0)** a resolution authorizing Mayor James Dennis to execute the DOT transportation Enhancement Supplemental Agreement for additional funding in an amount up to \$22,000 for the construction of the trestle and authorized the required 20% local match in the amount up to \$4,400.00 to be funded from SPLOST 2000 interest. Also recommended is the award of the construction contract for the Greenway Trail Trestle, subject to DOT approval to Alpha Construction Company, the second low bidder in the amount of \$364,722.00.

A MOTION to approve was made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Dennis Josey.

APPROVAL OF THE CITY FACILITIES ENERGY RETROFITS CONTRACT (GEFA)

Upon recommendation from Dale Batten, Community Development Director, the Commission unanimously approved **(6-0)** the Change Order No. 1 in the amount of \$23,885.05 increasing the contract with Smeltzer Electric Company for energy efficiency lighting improvements to be made on the Electric, Public Works, Water, and Natural Gas facilities funded with Energy Efficiency Conservation Block Grant funds through the Georgia environmental Finance Authority.

A MOTION to approve was made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Ronnie Anderson.

APPROVAL OF THE CHANGE ORDER NO. 1-HVAC ENERGY EFFICIENCY (GEFA)

Upon recommendation from Dale Batten, Community Development Director, the Commission unanimously approved **(6-0)** the Change Order No. 1 with Safe Aire, in the amount of \$47,466 for additional energy efficient HVAC improvements to various city facilities funded with Energy Efficient Conversation Block Grant funds administered by the Georgia Environmental Financial Authority.

A MOTION to approve was made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Marty Swain.

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APPROVAL OF THE UPDATE OF DISADVANTAGED BUSINESS PLAN AND SMALL BUSINESS PLAN FOR AIRPORT PROJECTS

Upon recommendation from Dale Batten, Community Development Director, the Commission unanimously approved (6-0) the proposal submitted by the LPA Group in the amount of \$11,264.00 for the update of the Disadvantaged Business Enterprise Plan and the development of a Small Business Plan which are required on federally funded Airport projects and authorized the city's portion of cost in the amount of \$563.20 to be funded from SPLOST 2000 funds. The FFA grant will pay \$10,700.80 of the cost.

A **MOTION** to approve was made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Marty Swain.

APPROVAL OF THE 2012 FEMA STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT

Upon recommendation from Dale Batten, Community Development Director, the Commission unanimously approved (6-0) a resolution authorizing Mayor James H. Dennis to execute the Staffing for Adequate Fire and Emergency Response (Safer) Grant application from the Federal Emergency Management Agency in an amount up to \$436,665.00 to hire five (5) new firefighters and authorized Mayor Dennis to execute necessary documents upon approval.

A **MOTION** to approve was made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Dennis Josey.

APPROVAL OF THE APPOINTMENTS FOR THE HOUSING AUTHORITY BOARD

Upon recommendation from Terrell Jacobs, City Manager, the Commission unanimously approved (6-0) the reappointment of Dr. J. L. Veal for a five-year term ending 2017 and approved the reappointment of Ms. Ernestine Thomas-Clark for a one-year term, ending 2013.

A **MOTION** to approve was made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Ronnie Anderson.

STAFF COMMENTS

Kimberly Tucker, Central Services Administrative Assistant informed the Mayor and Commission that the City of Douglas has a registration count of 12, for the Citizens 101 Academy. Mrs. Tucker stated that Georgia Henderson, Central Services Director will present a schedule and a participation list before the Mayor and Commissioners at the next meeting which will be held on February 27, 2012.

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STAFF COMMENTS CONTINUED

Kimberly Tucker announced that the Commit 2 B Fit Walk will be held on Thursday February 23, 2012 at 5:30pm.

Mrs. Tucker stated that the City of Douglas is partnering with the Georgia Municipal Association to host "If I were Mayor" essay contest for 6th graders in the community.

Central Services will be hosting a Spring Fling Gigantic Indoor Yard Sale, April 7, 2012.

Gina Gibbs requested for citizens to pick up a 2012 Leisure Guide with the scheduled events of the Parks and Recreation.

Mrs. Gibbs encouraged citizens to participate with "Blitz Day" May 1, 2012 at the Central Square Complex.

Mrs. Gibbs challenged schools that are represented in the Commit 2 B Fit Walk, in the month of March will be awarded a trophy for fitness.

GENERAL COMMENTS

Mr. Johnnie Lee Roper stated that he resides at 711 S Daughtry Avenue, and his Commissioner is Richard Hutchinson. Mr. Roper addressed the Mayor and Commissioners concerning the upkeep and the continuous use of the City Pool for the youth in the community.

MAYOR AND COMMISSION COMMENTS

Dennis Josey commended Ricketson Construction Company for completing the Gaskin Avenue Project, and stated that it looks good and it was a pleasure driving on Gaskin Avenue. Commissioner Josey also stated that he would like to commend S & S Concrete for doing a terrific job on repairing and installing the curbs and gutters on College Avenue.

Mayor Dennis stated that Tuesday, February 14, was Valentine's Day and he encouraged everyone to do something for their significant other. Mayor Dennis also stated that Roy Long with Diversified Services and city employees Pattie Merritt, and Marvin Rains will assist the residence with the Gaskin Avenue Tree Project in replanting trees in that neighborhood.

Mayor Dennis informed the citizens that if there is any suspected activity to contact the City of Douglas Crime Tip line number is 912.260.3600. Mayor Dennis encouraged citizens to assist in working on the city's drug problem and become more involved in the community.

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MAYOR AND COMMISSION COMMENTS CONTINUED

Mayor Dennis thanked all new businesses that have opened in the community, wishing them well for their endeavor to invest in the community. Mayor Dennis encouraged citizens that visit the downtown area to please abide by the city parking ordinance.

ADJOURNMENT

With no further business to discuss in the regular meeting, a motion to adjourn was made by Commissioner Ronnie Anderson and was seconded by Commissioner Dennis Josey. The Commission unanimously approved **(6-0)** to adjourn to the Executive Session.

EXECUTIVE SESSION

LAND AND PROPERTY ACQUISITION

Terrell Jacobs, City Manager, Dale Batten, Community Development Director discussed facility/land acquisition with the Mayor and Commission.

Commissioner Ronnie Anderson made the **MOTION** to adjourn from Executive Session and to return to the regular meeting, **MOTION** was seconded by Mayor Pro Tem Olivia Pearson, and **approved** by all. **(6-0)**.

Commissioner Ronnie Anderson made the motion to convene to the regular meeting and the motion was seconded by Commissioner Marty Swain, and **approved** by all. **(6-0)**.

Commissioner Bob Moore made **A MOTION** to have the City Attorney submit a bid for the land property acquisition; the motion was seconded by Commissioner Dennis Josey.

The Commission unanimously approved **(6-0)**.

Commissioner Marty Swain made **A MOTION** to have the City Manager enter into a contract concerning a personnel issue that was discussed in the Executive Session, the motion was seconded by Mayor Pro Tem Olivia Pearson.

The Commission unanimously approved **(6-0)**.

City Manager Terrell Jacobs discussed an issue concerning Premium Waters requesting a letter of support from the city.

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ADJOURNMENT

With no further business to discuss, Commissioner Dennis Josey made the motion to adjourn the regular meeting. The motion was seconded by Commissioner Richard Hutchinson. The Commission unanimously approved **(6-0)** by all at 9:00 p.m.

James H. Dennis, Mayor

Wynetta Bolder, City Clerk

Affidavit

The undersigned presiding officer, under oath, certifies that at a City of Douglas Commission Meeting, held on February 13, 2012, the Mayor and Commission closed its meeting as permitted by the Open Meetings Act of Georgia [O.C.G.A. 50-14-1 through 50-14-6]. The only matter(s) considered or discussed during the closed meeting are as indicated below:

 x To discuss future acquisition of real estate [O.C.G.A. 50-14-3 (4)].

 x To discuss or deliberate the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of an employee [O.C.G.A. 50-14-3 (6)].

 To consult with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or an officer or employee or in which the officer or employee may be directly involved [O.C.G.A. 50-14-2].

This 13th day of February , 2012

Signature of Presiding Officer

Sworn to & Subscribed Before Me
On The Above Indicated Date:

Notary Public, State of Georgia
Commission Expires _____

The Mayor and Commission unanimously approved to enter into executive session.

RESOLUTION OF THE DOUGLAS CITY COMMISSION

BE IT RESOLVED by the Douglas, Ga City Commission as follows: At the meeting held on the 13th day of February 2012 the Commission entered into closed session for the purpose of discussing:

 x To discuss future acquisition of real estate [O.C.G.A. 50-14-3 (4)].

 x To discuss or deliberate the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of an employee [O.C.G.A. 50-14-3 (6)].

 To consult with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or an officer or employee or in which the officer or employee may be directly involved [O.C.G.A. 50-14-2].

(1) The actions of the Council and the discussions of the same regarding the matter set forth for closed session purposes are hereby ratified.

(2) Each member of this body does hereby confirm that to the best of his or her knowledge, based upon the advice of the City Attorney, the said subject matter of the meeting and of the closed session portion was devoted to matters within the specific relevant exception(s) as set forth above.

(3) The Mayor, or the presiding officer, is hereby authorized and directed to execute an affidavit, with full support of the members of this Commission, in order to comply with O.C.G.A. 50-14-4(b).

(4) The affidavit shall be included and filed with the official minutes of the meeting and shall be in a form as required by the statute, which shall be substantially as follows:

Approved this 13th day, of February 2012.

James H. Dennis, Mayor

Attest:

Wynetta J. Bolder, City Clerk

