

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
MARCH 12, 2012**

A Regular Meeting of the Board of Commissioners was held on Monday, March 12, 2012 at 7:00 P.M. The meeting was convened in the Council Chambers of City Hall with Mayor James H. Dennis presiding. Mayor Pro Tem Olivia C. Pearson, Commissioner Ronnie Anderson, Robert Moore, Richard Hutchinson, Dennis Josey, and Marty Swain attended.

INVOCATION

Pastor Frank Bussey Jr. of Empowerment Center Ministries gave the invocation.

PLEDGE OF ALLEGIANCE

Heather Butler, City of Douglas Accountant/Budget Analysis led The Pledge of Allegiance to the Flag.

MINUTE ADOPTION

The following minutes were unanimously approved as presented:

**Work SessionFebruary 27, 2012
Commission Meeting.....February 27, 2012**

A **MOTION** to approve **(6-0)** was made by Dennis Josey, seconded by Commissioner Ronnie Anderson and the Mayor and 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.

A **MOTION** to approve was made by Commissioner Ronnie Anderson, seconded by Mayor Pro Tem Olivia Pearson and the Mayor and Commission unanimously approved the motion.

APPROVAL OF THE WATER/WASTEWATER SUPPLY BID (02-27-12)

Upon recommendation from Stanley Merritt, Purchasing Agent, the Mayor and Commission unanimously approved **(6-0)** to accept the low bids for wastewater supplies as noted below for a grand total of \$28,273.94.

<u>Vendor</u>	<u>Low Bid/Groups/Items</u>	<u>Total Low Bids</u>
HD Waterworks	Group G: Group H-6, 19,25,27,28 & 29	\$4,894.18
Dublin Winnelson	Group B; Group E; Group H-9, 12, 18 & 21	\$3,263.58
Coley Electric	Group A; Group H-1, 4, 23 & 24	\$2,051.55
Utilities Supply	Group D	\$1,046.00
Consolidated Pipe	Group F; Group H-2, 3, 5, 7,10,11,13,14,15,16 &26	\$7,557.60
Macon Supply	Group C: H-8, 17, 20&22	\$9,461.03

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CON'T APPROVAL OF THE WATER/WASTEWATER SUPPLY BID (02-27-12)

A **MOTION** to approve **(6-0)** was made by Commissioner Ronnie Anderson, seconded by Commissioner Marty Swain, and the Mayor and Commission unanimously approved the motion.

APPROVAL OF THE HISTORIC PRESERVATION COMMISSION APPOINTMENT

Upon recommendation from Dale Batten, Community Development Director, the Mayor and Commission unanimously approved **(6-0)** the appointment of Mr. Chris Trowell to the Historic Preservation Commission with his term being retroactive to January 1, 2012 and ending December 31, 2014.

A **MOTION** to approve was made by Mayor Pro Tem Olivia Pearson, seconded by Commissioner Ronnie Anderson, and the Mayor and Commission unanimously approved the motion.

APPROVAL OF THE SUBMITTAL OF 2012 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

Upon recommendation from Dale Batten, Community Development Director, the Mayor and Commission unanimously approved **(6-0)** a resolution authorizing the filing of a CDBG application in an amount up to \$500,000 with the Georgia Department of Community Affairs; approved \$50,000 in matching cash funds from Community Development Project Delivery fees; approved in-kind match of \$77,615 from waived tap fees for project area residents; approved funding for the grant audit, and authorized the Mayor to execute the necessary documents if the grant is approved.

A **MOTION** to approve was made by Mayor Pro Tem Olivia Pearson, seconded by Commissioner Dennis Josey and the Mayor and Commission unanimously approved the motion.

APPROVAL OF THE TEMPORARY CLOSING OF WEST COLLEGE PARK DRIVE

Upon recommendation from Randall Parker, Building Inspector, the Mayor and Commission unanimously approved **(6-0)** the request from South Georgia College to close the portion of West College Park Drive, which runs through the campus, on Thursday, May 3, 2012, from 7:00 a.m. until 1:00 p.m. during the Commencement Ceremony.

A **MOTION** to approve was made by Mayor Pro Tem Olivia Pearson, seconded by Commissioner Ronnie Anderson, and the Mayor and Commission unanimously approved the motion.

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APPROVAL OF THE 2012 COPS HIRING PROGRAM GRANT APPLICATION

Upon recommendation from Dale Batten, Community Development Director, the Mayor and Commission unanimously approved **(6-0)** a resolution that authorized Mayor James H. Dennis to execute an application for the 2012 COPS Hiring Program Grant from the United States Department of Justice, Office of Community Oriented Policing Services, in an amount up to \$242,332.00 to hire and pay 75% of the salaries and fringe benefits for two (2) entry level police officers for three (3) years, authorized the Mayor to execute the necessary grant documents if approved and authorized Community Development Department staff to administer the grant..

A MOTION to approve was made by Commissioner Richard Hutchinson, seconded by Commissioner Marty Swain, and the Mayor and Commission unanimously approved the motion.

APPROVAL OF THE WATERSHED PROTECTION PLAN

Upon recommendation from Kevin Davis, Water & Wastewater Assistant Director, the Mayor and Commission unanimously approved **(6-0)** the Watershed Protection Plan and authorizes the Mayor to submit the final plan to GAEPD Watershed Protection Division.

A MOTION to approve was made by Commissioner Ronnie Anderson, seconded by Commissioner Dennis Josey, and the Mayor and Commission unanimously approved the motion.

APPROVAL OF THE YARD SALE PERMIT COST INCREASE

Upon recommendation from Tommy Harrell, Customer Service Manager, the Mayor and Commission unanimously approved **(6-0)** increasing the fee for obtaining a permit for a rummage or yard sale to \$5.00 effective May 1, 2012.

A MOTION to approve was made by Commissioner Bob Moore, seconded by Commissioner Richard Hutchinson, and the Mayor and Commission unanimously approved the motion.

APPROVAL OF THE ROBBERY POLICY AND PROCEDURES

Upon recommendation from Tommy Harrell, Customer Services Manager, the Mayor and Commission unanimously approved **(6-0)** to adopt the new policy entitled Robbery Policy and Procedures along with the Suspect Description Form as presented.

A MOTION to approve was made by Commissioner Bob Moore, seconded by Commissioner Ronnie Anderson and the Mayor and Commission unanimously approved the motion.

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APPROVAL OF THE CONTRACT WITH JOHNNY WILKERSON (W&W VIDEO PRODUCTION)

Upon recommendation from Georgia Henderson, Central Services Director, the Mayor and Commission unanimously approved (6-0) a renewal agreement to be entered with Johnny Wilkerson, dba, W&W Video Production to provide programming on WDTV 13, Government Access Channel for a period of March 13, 2012 to March 13, 2013.

A **MOTION** to approve was made by Mayor Pro Tem Olivia Pearson, seconded by Commissioner Ronnie Anderson, and the Mayor and Commission unanimously approved the motion.

APPROVAL OF THE FUNDING FOR RELATED PUBLIC WORKS PROJECTS

Upon recommendation from Jacob Lott, Engineer/Public Works Director, the Mayor and Commission unanimously approved (6-0) up to \$35,000.00 for additional leveling quantities for the first five SPLOST streets, and approved up to \$39,000.00 for drainage improvements along Bryan Street from Gaskin Avenue west to Windstream and from Windstream south to Batten Tractor.

A **MOTION** to approve was made by Commissioner Dennis Josey, seconded by Commissioner Ronnie Anderson, and the Mayor and Commission unanimously approved the motion.

STAFF PUBLIC ANNOUNCEMENTS

Georgia Henderson, Central Services Department, announced the following events:

CITIZENS ACADEMY PROGRAM

- The Douglas 101 Citizens Academy Program will convene on Tuesday, March 20th through Tuesday, May 15th. This is a free class for citizens 18 years of age and up. The course will meet for 13 sessions within 10 weeks. Sessions will be held at various locations on Tuesdays from 6:00 p.m. – 8:00 p.m. Students are permitted to miss two classes and still graduate the course.
- Any citizen who has an interest for this course should register before March 20th.

REGISTRATION FOR SUMMER BLITZ DAY

- Community agencies that serve the Youth of Douglas and Coffee County are encouraged to register to participate in the Douglas Coffee County Parks & Recreation Department's Summer Blitz Day. Blitz Day is a program information fair that showcases programs offered which will be held on Tuesday, May 1, from 4:00 p.m. – 6:00 p.m.

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CON'T STAFF PUBLIC ANNOUNCEMENTS

REGISTRATION FOR SPRING FLING GIGANTIC INDOOR YARD SALE & MORE

- The City of Douglas is now accepting vendors for the 2012 Spring Fling Indoor Yard Sale.
- Event will be held on Saturday, April 21st, 7:00am – 3:00 p.m. at Central Square Complex

DOWNTOWN 2nd TUESDAY'S EVENT

- Everyone is invited to STROLL, SHOP, EAT, Tuesday, March 13th, 5 p.m. – 8 p.m.; Recognizing the Girl Scouts of Coffee County – celebrating 100 years.
- Select merchants will extend their business hours to meet the shopping needs of patrons.
- For a list of participating merchants or more information contact the Douglas Main Street office at 384-5161

STOP THE VIOLENCE BANQUET RAISING THE AWARENESS OF UNSOLVED MURDERS

- March 17th at 6:00 p.m., at the Holiday Inn Express. For tickets call Faye Bowman at 912-350-0960 or Arnita Turner at 478-228-1815. Tickets must be purchased before March 15th.

COMMIT 2 B FIT WALK FOR HEALTH

- Thursday, March 29th, 5:30 p.m.
- Walkers will meet at the Alternative School for a 2.5 mile walk on the Greenway Trail.

JOB ANNOUNCEMENTS

- Part-time Volunteer Fire Fighter, March 16, 2012, 5 p.m. To apply for this and other job vacancies, apply in person at City Hall – Human Resources or online at www.cityofdouglas.com.

BID ANNOUNCEMENTS

- Public Works Clam Truck, bid open until March 26, 2012. Bid must be received not later than March 26, 2012, by 2:30 p.m., at which time bids will be officially opened. To bid on this and other bid opportunities, visit cityofdouglas.com

NOTIFY ME MODULE ON CITY'S WEBSITE

- The City of Douglas has a “Notify Me” module on the website. This will release news, job postings, bid opportunities and more. Sign up on the “Notify Me Module”, which is located on the homepage of the website. Notices on these services will be sent via email or text message.

Mrs. Henderson stated that for information on any of these services and events, visit www.cityofdouglas.com or call 912-383-0277.

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CITIZENS 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 stimulus funds allegedly distributed in Coffee County. Mr. Roper stated that these funds were misappropriated, business in the community hired individuals that have retired, instead of people who are in need of a job. Mr. Roper requested for the Mayor and Commissioners to investigate this matter.

Mayor Pro Tem Pearson requested that Mr. Roper give the Mayor and Commissioners a copy of this information.

Mr. Roper agreed upon the request to furnish this information.

MAYOR AND COMMISSIONERS COMMENTS

Mayor James Dennis thanked the City of Douglas employees for all the good work that has been done in our city. Mayor Dennis also encouraged citizens to abide by the parking ordinances in the downtown area, requesting that citizens observe the two (2) hour parking. Mayor Dennis informed citizens to assist Police, Sheriff and other Law Enforcement Agency in solving crimes by reporting suspicious activities. Mayor Dennis encouraged citizens to contact the City of Douglas Crime Tip line number at 912.260.3600, to keep our neighborhoods safe.

Mayor Dennis gave his condolences to the family of Commissioner Starlings of Nichols who passed away last week.

MAYOR AND COMMISSIONERS COMMENTS

Mayor Dennis congratulated three (3) Douglas Police Officers attending the Police Academy at ABAC, who will graduate March 16, 2012. The individuals are Fredrick Crowder, Joseph Bracket, and Kyle Spivey.

Mayor Dennis congratulated the Recreational Senior Boys Basketball Team in winning the State Championship.

Mayor Dennis announced that the Coffee County Chapter of the NAACP would like to invite everyone to the local NAACP Freedom Fund Banquet, Saturday May 12, 2012 at the Coffee High School Cafeteria.

ADJOURNMENT

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

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LAND ACQUISITION AND PERSONNEL

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

Terrell Jacobs, City Manager, discussed personnel issues with the Mayor and Commission.

Mayor Pro Tem Ronnie Anderson made the motion to return to the regular meeting from executive session and the motion was seconded by Commissioner Bob Moore, and **approved** by all. **(6-0)**

ADJOURNMENT

With no further business to discuss, Commissioner Bob Moore made the motion to adjourn. The motion was seconded by Commissioner Ronnie Anderson. The Mayor and Commission unanimously approved **(6-0)** by all at 8:55 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 March 12, 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 12th day of March , 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 approved to enter into executive session.

Olivia C. Pearson, Mayor Pro Tem

Ronnie Anderson, Commissioner

Richard Hutchinson, Commissioner

Robert "Bob" Moore, Commissioner

Marty Swain, Commissioner

Dennis Josey, Commissioner

RESOLUTION OF THE DOUGLAS CITY COMMISSION

BE IT RESOLVED by the Douglas, Ga City Commission as follows: At the meeting held on the 12th day of March, 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 12th day, of March 2012.

James H. Dennis, Mayor

Attest:

Wynetta J. Bolder, City Clerk