

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
OCTOBER 13, 2014**

A Regular Meeting of the Board of Commissioners was held on Monday, October 13, 2014 at 7:55 P.M., in the Council Chambers of City Hall with Mayor James Dennis presiding and Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Marty Swain, Richard Hutchinson, Olivia Pearson, Marty Swain and Ronnie Anderson present.

Mayor James Dennis opened the meeting by wishing everyone a happy Columbus Day.

INVOCATION

Tommy Harrell, Customer Service Manager, gave the invocation.

PLEDGE OF ALLEGIANCE

The Coffee County School Naval JROTC led the Pledge of Allegiance to the Flag.

MINUTES ADOPTION

The following minutes were unanimously approved as corrected:

Work Session.....September 22, 2014
Commission Meeting.....September 22, 2014

A **MOTION** to unanimously approve the minutes as corrected was made by Mayor Pro-Tem Dennis Josey and seconded by Commissioner Marty Swain.

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Richard Hutchinson, Olivia Pearson, Marty Swain and Ronnie Anderson **unanimously** approved **(6-0)** the minutes as corrected.

APPROVAL OF THE ORDER OF THE AGENDA

The Commission **unanimously** approved the order of the Agenda as set forth in the work session.

A **MOTION** to approve the order of the Agenda was made by Commissioner Bob Moore and seconded by Commissioner Richard Hutchinson.

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Richard Hutchinson, Olivia Pearson, Marty Swain and Ronnie Anderson, **unanimously** approved **(6-0)** the order of the Agenda.

APPROVAL OF LAND & WATER CONSERVATION FUND GRANT AGREEMENT

Dale Batten, Community Development Director recommend the approval of a resolution authorizing Mayor James H. Dennis to execute the grant agreement, and any subsequent amendments, between the City of Douglas and the Georgia Department of National Resources for Land and Water Conservation Fund Grant No. 13-00946 in the amount of \$100,000 to fund tennis court renovations at Davis Wade Park and Wheeler Park; and authorized the required matching funds in the amount of \$100,000 from SPLOST V funds allocated for recreation activities.

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**APPROVAL OF LAND & WATER CONSERVATION FUND GRANT AGREEMENT-
CONTINUED**

A **MOTION** to approve a resolution authorizing Mayor James H. Dennis to execute the grant agreement, and any subsequent amendments, between the City of Douglas and the Georgia Department of National Resources for Land and Water Conservation Fund Grant No. 13-00946 in the amount of \$100,000 to fund tennis court renovations at Davis Wade Park and Wheeler Park; and authorize the required matching funds in the amount of \$100,000 from SPLOST V funds allocated for recreation activities was made by Commissioner Marty Swain and seconded by Commissioner Bob Moore.

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Richard Hutchinson, Olivia Pearson, Marty Swain and Ronnie Anderson, **unanimously** approved (**6-0**) the Land and Water Conservation Grant Agreement.

**APPROVAL OF THE GBI SOUTHEASTERN REGIONAL DRUG ENFORCEMENT
TEAM**

Upon recommendation of Gary Casteloes, Police Chief, the Commission unanimously approved the assignment of one of the current city assigned Narcotics Investigators that is with the Joint City County Task Force to the GBI Southeastern Regional Drug Team and approve the Memorandum of Intergovernmental and Interagency Agreement and allow Mayor James Dennis to execute the same.

A **MOTION** to approve the assignment of one of the current city assigned Narcotics Investigators that are with the Joint City County Task Force to the GBI Southeastern Regional Drug Team and approved the Memorandum of Intergovernmental and Interagency Agreement and allow Mayor James Dennis to execute the same was made by Commissioner Richard Hutchinson and seconded by Commissioner Bob Moore.

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Richard Hutchinson, Olivia Pearson, Marty Swain and Ronnie Anderson **unanimously** approved (**6-0**) the assignment of one of the current city assigned Narcotics Investigators that is with the Joint City County Task Force to the GBI Southeastern Regional Drug Team and approved the Memorandum of Intergovernmental and Interagency Agreement and allow Mayor James Dennis to execute the same.

**APPROVAL OF THE WAIVER-MARTIN THEATER-THE COFFEE ALLIANCE FOR
THE ARTS**

Upon recommendation from Roger Johnson, Parks and Recreation Director, the Commission approved to waive the Rental Fee for the Martin Theater-Coffee Alliance for the Arts, rental fee in the amount of \$400.00.

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APPROVAL OF THE WAIVER-MARTIN THEATER-THE COFFEE ALLIANCE FOR THE ARTS -CONTINUED

A **MOTION** to approve to waive the Rental Fee for the Martin Theater-Coffee Alliance for the Arts rental fee in the amount of \$400.00 was made by Mayor Pro-Tem Dennis Josey and seconded by Commissioner Marty Swain.

DISCUSSION: Commissioner Olivia Pearson stated that she had not been updated on agencies using city facilities. She inquired if commission had brought this item forth and if so how was it handled.

Terrell Jacobs, City Manager responded that at the last meeting it was approved for staff to continue to bring request for waivers from nonprofit organizations before the Commission. If the request is granted the city will charge an administration fee of \$100.00 and a deposit. The deposit will be refunded.

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Richard Hutchinson, Olivia Pearson, Marty Swain and Ronnie Anderson **unanimously** approved (**6-0**) to waive the Rental Fee for the Martin Theater-Coffee Alliance for the Arts rental fee in the amount of \$400.00.

APPROVAL OF THE COMPOST SITE SPLOST IMPROVEMENTS PROJECT

Upon recommendation from Mike Hudson, Gas/Water/Wastewater Director, the Commission approved a contract with Douglas Electric & Plumbing in the amount of \$330,467.14 for the Compost Site Improvements SPLOST Project.

A **MOTION** to approve a contract with Douglas Electric & Plumbing in the amount of \$330,467.14 for the Compost Site Improvements SPLOST Project was made by Commissioner Ronnie Anderson and seconded by Commissioner Bob Moore.

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Olivia Pearson, Marty Swain and Ronnie Anderson approved (**5-1**) **in favor** of a contract with Douglas Electric & Plumbing in the amount of \$330,467.14 for the Compost Site Improvements SPLOST Project. Commissioner Richard Hutchinson **voted against** the motion.

APPROVAL OF THE COMPOST SITE LEAF & LIMB DROP OFF MORATORIUM

Upon recommendation from Mike Hudson, Gas/Water/Wastewater Director, the Commission approved the fee schedule for receiving leaf and limb at the Compost Site and lift the moratorium on leaf and limb drop offs as discussed in the Work Session.

A **MOTION** to approve the fee schedule for receiving leaf and limb at the Compost Site and lift the moratorium on leaf and limb drop offs was made by Commissioner Richard Hutchinson and seconded by Mayor Pro Tem Dennis Josey.

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**APPROVAL OF THE COMPOST SITE LEAF & LIMB DROP OFF MORATORIUM-
CONTINUED**

Mayor Pro-Tem Dennis Josey, Commissioners Richard Hutchinson, Olivia Pearson, Marty Swain and Ronnie Anderson approved **(5-1) in favor** of the fee schedule for receiving leaf and limb at the Compost Site and lift the moratorium on leaf and limb drop offs Commissioner Bob Moore **voted against** the motion.

**APPROVAL OF THE WATER/WASTEWATER CONTRACT WITH ESG FOR
OPERATIONS AND MAINTENANCE**

Upon recommendation from Mike Hudson, Gas/Water/Wastewater Director, the Commission approved the contract with ESG as discussed in the work session.

A **MOTION** to approve the contract with ESG as discussed in the work session was made by Commissioner Ronnie Anderson and seconded by Commissioner Richard Hutchinson.

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Richard Hutchinson, Marty Swain and Ronnie Anderson approved **(5-1) in favor** of the contract with ESG as discussed in the work session.

Commissioner Olivia Pearson **abstained** due to not having a chance to review the ESG Contract. Commissioner Pearson stated that based on everything that she has heard she believes this is a positive move but she has not reviewed the contract.

**APPROVAL OF THE CONVERSION OF FIVE (5) DODGE CHARGERS AND ONE (1)
FREIGHTLINER VEHICLES TO COMPRESSED NATURAL GAS (CNG) 9-22-2014**

Upon recommendation from Terry Fesperman, Vehicle Maintenance, the Commission approved as discussed in tonight's Work Session Meeting, the purchase of the CNG Conversion Kits as well as approve the installation of these kits on five (5) Dodge Chargers and one (1) Freightliner vehicles which will allow these vehicles to run on Compressed Natural Gas fuel. Total cost is \$57,350.00 granted to Phoenix Energy Corp. of Pell City Alabama.

A **MOTION** approving as discussed in tonight's Work Session Meeting, the purchase of the CNG Conversion Kits as well as approve the installation of these kits on five (5) Dodge Chargers and one (1) Freightliner vehicles which will allow these vehicles to run on Compressed Natural Gas fuel. Total cost is \$57,350.00 granted to Phoenix Energy Corp. of Pell City Alabama was made by Commissioner Richard Hutchinson and seconded by Commissioner Marty Swain.

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APPROVAL OF THE CONVERSION OF FIVE (5) DODGE CHARGERS AND ONE (1) FREIGHTLINER VEHICLES TO COMPRESSED NATURAL GAS (CNG) 9-22-2014-CONTINUED

DISCUSSION: Commissioner Bob Moore questioned if there were going to be (5) Dodge Chargers and (1) clam truck, what about the one for the Electric Department.

Mayor James Dennis responded “His vehicle is done under the DOE Grant” (Department of Energy).

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Richard Hutchinson, Olivia Pearson, Marty Swain and Ronnie Anderson **unanimously** approved **(6-0)** as discussed in tonight’s Work Session Meeting, the purchase of the CNG Conversion Kits as well as approve the installation of these kits on five (5) Dodge Chargers and one (1) Freightliner vehicles which will allow these vehicles to run on Compressed Natural Gas fuel. Total cost is \$57,350.00 granted to Phoenix Energy Corp. of Pell City Alabama.

APPROVAL OF THE FLAG STORAGE LIONS CLUB

Upon recommendation from Tim White, Fire Chief, the Commission approved the Lions Club to relocate the flags from the Water Department to Fire Station #2.

A **MOTION** to approve the Lions Club to relocate the flags from the Water Department to Fire Station #2, this will make it more convenient for them to put out flags on holidays was made by Commissioner Marty Swain and seconded by Commissioner Bob Moore.

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Olivia Pearson, Marty Swain and Ronnie Anderson **unanimously** approved **(6-0)** the Lions Club to relocate the flags from the Water Department to Fire Station #2.

APPROVAL OF THE CHANGE OF MEETING DATES

Upon recommendation from Terrell Jacobs, City Manager, the Commission approved to change December 22nd meeting to December 18th as discussed in the Work Session.

A **MOTION** approving to change December 22nd meeting to December 18th as discussed in the Work Session was made by Commissioner Marty Swain and seconded by Commissioner Bob Moore.

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Richard Hutchinson, Olivia Pearson, Marty Swain and Ronnie Anderson **unanimously** approved **(6-0)** to change December 22nd meeting to December 18th as discussed in the Work Session.

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APPROVAL OF THE CITY OF DOUGLAS FILMING POLICIES & PROCEDURES

Upon recommendation from Terrell Jacobs, City Manager, the Commission approved the proposed filming policies & procedures.

A **MOTION** approving the proposed filming policies & procedures was made by Mayor Pro Team Marty Swain and seconded by Commissioner Ronnie Anderson.

Mayor Pro-Tem Dennis Josey, Commissioners Bob Moore, Richard Hutchinson, Olivia Pearson, Marty Swain and Ronnie Anderson **unanimously** approved (**6-0**) the proposed filming policies & procedures

STAFF COMMENTS

Terrell Jacobs, City Manager announced the following:

- October 18th Community Clean-up.
- Reptile Show at the Heritage Station, October 18th.
- October 23rd “Preserving your Past” Workshop at the Heritage Station at 6 p.m.
- October 30th Hometown Harvest. 4p.m. to 7 p.m. the lot next to City Hall.
- November 1st –December 15th Toys for Tots
- November 11th City Offices will be closed in observance of Veterans Day.
- November 22nd Spectrum Coat Sale.
- November 23rd Downtown Holiday Open House, 1 p.m. - 5 p.m.
- November 23rd Open House featuring local artist at the Heritage Museum.
- November 27th & 28th City Offices will be closed for the Thanksgiving Holidays
- November 27th Trans waste will be closed.
- November and December there will be a Holiday Memories and Tradition Exhibits at the Heritage Museum.
- December 6th Christmas Parade “Twas the Night before Christmas” at 6 p.m.
- Heritage Society will sponsor school fieldtrip tours December 10th – 12th at the Heritage Museum.
- Ribbon cutting for the 100th Anniversary of the Ashely Slater House will be held December 11th 5 p.m. -7 p.m.
- December 24th and 25th City Offices will be closed for the Christmas Holidays
- January 1st City Offices will be closed for New Year’s Day.

Mr. Jacobs stated for more information, call 384-5978 and www.cityofdouglas.com.

Roger Johnson, Parks and Recreation Director gave an update on the football season. Also commend everyone during the REMC Annual Conference which was held in Douglas.

Mayor Dennis stated that he received complementary comments concerning our facility and staff from board members of Satilla REMC.

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GENERAL COMMENTS

Jerome Adams, expressed his gratitude as a business owner in downtown Douglas regarding the fire department for a job well done with containing the fire at Lott's Hardware located on Bryan Street from spreading to other businesses within close vicinity.

Johnnie Lee Roper Sr. (Commissioner Hutchinson Ward 1) expressed his disappointment of the Commission voting in favor of the ESG Contract. Mr. Roper also encouraged citizens to go out and vote. He also acknowledged the fire department for a job well done concerning the fire at Lott's Hardware.

COMMISSION COMMENTS

Commissioner Olivia Pearson reflected on Mr. Roper's comment concerning the approval of the ESG Contract. She stated that she abstained from voting due to not having a chance to review the contract. She stated that it appears to be a good move and if it does not work the city could always go back. Commissioner Pearson urged the City Manager and Department Directors to come up with revenue to help with these utility issues. She stated citizens are discouraged and its taking everything they have to pay the utility bills.

Commissioner Richard Hutchinson stated that the Commission is trying to do what's best for the community. He understands everyone has their opinion, but he reiterated that we have to come up with a solution for the utility issues.

Commissioner Bob Moore stated that he was glad to start receiving the monthly Financial Reports. He also commented on department heads that never show up for Commission Meeting. He would like to see that if department heads do not have anything on the agenda they would not be required to attend.

Terrell Jacobs, stated that department heads are not necessarily required to attend the meetings but if the Commission has a question and he is not able to answer he would hope that those individuals would be in attendance to answer the Commissions questions. Primarily if they request not to attend due to circumstance he grants that request.

Commissioner Marty Swain requested for everyone to continue to keep Milton Gainey the former employee of the Water Department in your prayers.

Chief Casteloes, Douglas Police Department explained to the citizens the reason Douglas was selected as the top 10 city in Georgia with the highest crime rate. He explained the stats came from a private company the Uniform Crime Report. This is due to the City of Douglas reports all crimes to the FBI. The Douglas Police Department is pushing the Neighborhood Watch Program and the See Something, Say Something Campaign.

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MAYOR COMMENTS:

- Thanked everyone for attending the CNG Ribbon Cutting.
- Thanked everyone for attending the REMC Annual Meeting.
- Thanked everyone for attending the Customer Appreciation Event.
- Clean-up Day is October 18th.
- Encouraged citizens to go out and vote (Election Day November 4th)
- See Something, Say Something Campaign – 260-3600
- Thanked all of staff for hard work

Terrell Jacobs, City Manager informed citizens of a utility scam, where individuals are calling representing the City of Douglas to collect delinquent utility bills. Mr. Jacobs encouraged citizens to be mindful and for any questions contact the City of Douglas.

ADJOURNMENT

With no further business to discuss in the Regular Meeting, a motion was made to adjourn and enter into the Utility Meeting by Commissioner Olivia Pearson and seconded by Commissioner Marty Swain. The meeting was adjourned at 8:31 P.M.

James Dennis, Mayor

Wynetta J. Bolder, Deputy Clerk

**UTILITY COMMISSION MEETING
CITY OF DOUGLAS
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A Utility Commission Meeting was held on Monday, October 13, 2014 at 8:31 P.M. The meeting was convened in the Council Chambers of City Hall with Mayor James Dennis presiding and Mayor Pro-Tem Dennis Josey, Commissioners Ronnie Anderson, Bob Moore, Richard Hutchinson, Marty Swain and Olivia Pearson were in attendance.

Kevin Davis, Water and Wastewater Director, Lamar Hill, Electric Department and Tommy Harrell, Customer Service Manager, appeared before the Mayor and Commission to discuss and receive recommendations.

Lynette Richardson – 525 Cecil Way 208-27184-04

The Utility Appeal Board went into session after the regular commission meeting. Lynette Richardson, tenant of said property, 525 Cecil Way, account #208-27184-04, appealed to the Commission concerning high utility bills. After much discussion, Commissioner Ronnie Anderson made a motion to deny the request for adjustments to the utility bill. Commissioner Bob Moore seconded the motion.

DISCUSSION: Commissioner Anderson expressed concern of allowing customers to be penalty exempt while waiting to go before commission. He feels that penalties should not be exempt unless the Commission approves for an adjustment.

Terrell Jacobs, City Manager stated that there are a few policy and procedures that need to be brought forth to the Commission.

Commissioners Olivia Pearson and Marty Swain opposed the motion. All others were in favor of the motion. Therefore, the motion carried in favor of denying the adjustments with a vote of 4 to 2.

With no further business to discuss a motion was made to adjourn the Utility Meeting at 8:36 p.m. by Commissioner Ronnie Anderson and seconded by Mayor Pro Tem Dennis Josey.