

**MINUTES  
MEETING OF THE BOARD OF COMMISSIONERS  
CITY OF DOUGLAS, GEORGIA  
APRIL 25, 2016**

**A Regular Meeting of the Board of Commissioners was held on Monday, April 25, 2016 at 7:00 P.M. in the Council Chambers of City Hall with Mayor Tony L. Paulk presiding and Mayor Pro Tem Olivia Pearson, Mike Gowen, Kentaiwon Durham, Cindy McNeill, Bob Moore and Johnnie Lee Roper Sr. were present.**

**CALLED TO ORDER**

The Regular Meeting of the Board of Commission was called to order by Mayor Tony L. Paulk.

**INVOCATION**

Deacon Hollard Phillips of Young's Chapel Baptist Church provided the invocation.

**PLEDGE OF ALLEGIANCE**

The Coffee County NJROTC led the Pledge of Allegiance to the Flag.

**MINUTES ADOPTION**

The following minutes were unanimously approved as printed in the Work Session.

Work Session.....	April 11, 2016
Commission Meeting.....	April 11, 2016

A **MOTION** to **unanimously** approve the minutes as printed was made by Commissioner Johnnie Lee Roper Sr. and seconded by Mayor Pro Tem Olivia Pearson. The motion carried **(6-0)**.

**APPROVAL OF THE ORDER OF THE AGENDA**

The Commission approved the order of the Agenda as presented in Work Session. A **MOTION** to approve the order of the Agenda was made by Commissioner Bob Moore and seconded by Mayor Pro Tem Olivia Pearson. The motion carried **(6-0)**.

**APPROVAL OF STREET CLOSINGS FOR UPCOMING EVENTS IN 2016**

Upon recommendation from Rodger Goddard Code Enforcement, the Commission approved the list of requested street closings for upcoming events in 2016:

- \* May 5th - South Georgia State College Graduation ceremony - Close West College Park Drive beginning at 7:00 a.m. and reopening at 1:00 pm
- \* June 7th - City of Douglas Summer Beach Bash - Close East Bryan Street from Madison Ave. to South Pearl Avenue from 1:00 pm to 8:00 pm
- \* September 8th through 10th - The South Georgia BBQ and Outdoor Festival -Close East Bryan Street from Madison Avenue to South Coffee Avenue
- \* October 27th - Hometown Harvest - Close East Bryan Street from Madison Avenue to South Pearl Avenue from 1:00 pm to 8:00 pm

A **MOTION** was made by Commissioner Bob Moore and seconded by Commissioner Johnnie Lee Roper Sr. the motion carried **(6-0)**.

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**APPROVAL OF AWARD OF AIRPORT CONTRACT**

Upon recommendation from Dale Batten, Community Development Director, the Commission approved the bid received from Peek Pavement Marking, LLC for the Airfield Pavement Crack Seal and Re-Marking project in the amount of \$168,003.30; authorized the Mayor to execute the contract and authorized the city's match in the amount of \$8,400.17 to be paid from SPLOST V funds. FAA grant funds will pay \$151,202.97 and GDOT grant funds will pay \$8,400.16.

A **MOTION** was made by Commissioner Cindy McNeill and seconded by Commissioner Johnnie Lee Roper Sr. the motion **carried (6-0)**.

**APPROVAL OF SUBMITTAL OF PLAN FIRST APPLICATION**

Upon recommendation from Dale Batten, Community Development Director, the Commission approved the submittal of the Plan First Application to the Georgia Department of Community Affairs.

A **MOTION** was made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Bob Moore. The motion **carried (6-0)**.

**APPROVAL OF PROBATION SERVICES CONTRACT FOR MUNICIPAL COURT**

Upon recommendation from Gary Casteloes, Police Chief, the Commission approved the contract for probation services with CSRA Probation Services Inc., formerly known as Providence Community Corrections (PCC), to provide probation services for the City of Douglas Municipal Court and allow Mayor Tony Paulk to sign the contract for services.

A **MOTION** was made by Commissioner Johnnie Lee Roper Sr. and seconded by Mayor Pro Tem Olivia Pearson. The motion carried **(6-0)**.

**APPROVAL OF PURCHASE OF ONE (1) NEW H.V.A.C. UNIT (COMPLETE SYSTEM)**

Upon recommendation from Stanley Merritt, Purchasing Agent, the Commission approved the purchase of one (1) New H.V.A.C Complete Unit System to be utilized for the construction of a new City of Douglas Vehicle Maintenance Shop from the low bidder meeting specifications, Chancey Heating & Cooling of Douglas, Georgia for a total cost of \$37,500.00.

A **MOTION** was made by Commissioner Kentaiwon Durham and seconded by Commissioner Cindy McNeill. The motion carried **(6-0)**.

**APPROVAL OF WORKER'S COMP PANEL**

Upon recommendation from Judy Carter, Human Resources Director, the Commission approved to add Southeastern Orthopedics to the City of Douglas worker comp board of panel physicians.

A **MOTION** was made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Johnnie Lee Roper Sr. the motion carried **(6-0)**.

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**APPROVAL OF HOLIDAY PAY POLICY**

Upon recommendation from Judy Carter, Human Resources Director, the commission approved to adopt the revised Holiday Policy, which will require all employees to receive holiday on the actual day of the holiday.

A **MOTION** was made by Commissioner Mike Gowen and seconded by Mayor Pro Tem Oliva Pearson. The motion carried **(6-0)**.

**APPROVAL OF CONTRACT FOR PUBLIC DEFENDER FOR MUNICIPAL COURT**

Upon recommendation from Terrell Jacobs, City Manager, the commission authorized Mayor Tony L. Paulk to execute a contract with Bryan Rumker for Public Defender services for the City of Douglas Municipal Court for a term of one (1) year and two (2) months effective May 1, 2016 until June 30, 2017.

A **MOTION** was made by Commissioner Johnnie Lee Roper, Sr. and seconded by Mayor Pro Tem Oliva Pearson. The motion carried **(6-0)**.

**STAFF COMMENTS**

Terrell Jacobs, City Manager, announced the following:

- Downtown Open House Master Plan April 26<sup>th</sup> 4:00-7:30pm at the C.E. Weir Center
- Munch and Music Wednesday, April 27<sup>th</sup>, Coffee High Show Choir will perform
- Relay for Life, Friday, April 29<sup>th</sup> 6 p.m.-10 p.m.
- Broxton Rocks Tour April 30<sup>th</sup>
- Douglas Drag Strip April 30<sup>th</sup> May 22<sup>nd</sup> and June 11<sup>th</sup>
- Blitz Day May 3<sup>rd</sup>
- May will be recognized as Older American Month
- City of Douglas Police Department is seeking clergies contact 384-2222

**NO GENERAL COMMENTS**

**COMMISSIONERS COMMENTS**

**Commissioner Roper** stated that the seniors at the Coffee County Senior Citizens Center are in the process of planting a garden. Also, with the support of Commissioner Durham and the Parks and Recreation Department, a Handicap Park is in the process of being developed. Commissioner Roper expressed concerns of having a place for physically challenged individuals to have a place of recreation.

**Commissioner Moore** gave an update on the condition of his wife and stated that she will possibly return home by May 12<sup>th</sup>.

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**Mayor Pro Tem Pearson** reiterated attending the Downtown Open House Master Plan. She was thankful to hear the improvement of Commissioner Moore's wife and asked for everyone to keep her nephew in prayer who is hospitalized in Savannah.

**Commissioner Gowen** commended the City of Douglas Police Department for the apprehension of the suspect for the murder of KavoZIA Walker. He also stated that the children are testing this week so make sure they get plenty of rest.

**Commissioner McNeill** acknowledged the Mayor for doing a great job emphasizing team work. She also commended Coffee Regional Medical Center, Coffee County, the School Board and the cities (Douglas, Broxton, Ambrose and Nicholls) for coming together to bring our community closer. Commissioner McNeill also recognized Premium Peanut for developing in Coffee County and being the largest Peanut Sheller Company in the world.

**Commissioner Durham** stated that he attended a conference in Jekyll Island and it was very productive. He also expressed concern for loud noise in neighborhood where elderly people are residing. He announced the city's Junk Free Day Program, Yard of the Month and Destination Graduation being held this month. He also requested to keep the Townsend and the Manley Family in our prayers. Commissioner Durham reiterated the importance of having a handicap park in our community and expressed that this was dear to his heart.

**MAYOR'S COMMENTS**

**Mayor Tony Paulk** stated the following:

- Recognized Coffee High students that attended the prom
- Relay for Life
- Preparing for Mother's Day
- Health screening for men
- Building a park for disable individuals
- Encouraged citizens to become involved in the community

**ADJOURNMENT**

With no further business to discuss, Commissioner Cindy McNeill made the **MOTION** to recess and enter into Utility Appeals Hearing. The motion was seconded by Mayor Pro Tem Olivia Pearson. The Commission approved **(6-0)** to adjourn the regular meeting at 7:40 PM.

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Tony L. Paulk, Mayor

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Wynetta J. Bolder, City Clerk

**UTILITY COMMISSION MEETING  
CITY OF DOUGLAS  
APRIL 25, 2016**

A Utility Commission Meeting was held on Monday, April 25, 2016, at 7:45 p.m. The meeting was convened in the Council Chambers of City Hall with Mayor Pro Tem Olivia Pearson presiding. Commissioners Cindy McNeill, Mike Gowen, Bob Moore Kentaiwon Durham, and Johnnie Lee Roper Sr. were in attendance. *Mayor Tony Paulk excused himself due to citizen was a family member.*

*Mike Hudson, Utility Director, Wynetta Bolder, City Clerk, Terrell Jacobs, City Manager, Jerome Adams, City Attorney and Tommy Harrell, Customer Service Manager, appeared before the Mayor and Commission to discuss and receive recommendations.*

Tommy Harrell, Customer Service Manager, presented the following information:

**Shawanna Paulk -108 E. Ashley Street Acct# 307-10756-07**

Shawanna Paulk -108 E. Ashley Street Acct# 307-10756-07 appeared before the Utility Commission Meeting due to high electric bill.

Ms. Paulk appealed to the Utility Committee April 6, 2016. It wasn't unanimous that no adjustment could be justified since her winter months are usually high. Carl Murray, Electric Department performed an electric meter test. The electric meter passed the test.

After discussions, A **MOTION** was made by Commissioner Bob Moore to deny the request for an adjustment and for her to communicate with the landlord to correct the issues and seconded by Commissioner Cindy McNeill. Commissioner Mike Gowen voted **in favor** of the motion. Commissioners Johnnie Lee Roper Sr. and Kentaiwon Durham voted **against** the motion. The motion was carried (3-2)

**ADJOURNMENT**

A **MOTION** was made by Commissioner Bob Moore to enter into Regular Meeting, seconded by Commissioner Johnnie Lee Roper. The motion was carried (6-0)

A **MOTION** was made by Commissioner Bob Moore to adjourn Regular Meeting, and enter into Executive Meeting seconded by Commissioner Cindy McNeill.

A **MOTION** to adjourn Executive Meeting made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Bob Moore.

A **MOTION** was made by Commissioner Bob Moore to enter into Regular Meeting, seconded by Commissioner Johnnie Lee Roper. **The motion was carried (6-0)**

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**Mayor Tony Paulk, Mayor Pro-Tem Olivia Pearson, Commissioners Cindy McNeill, Kentaiwon Durham, Bob Moore, Mike Gowen and Johnnie Lee Roper were in attendance of the Executive Session.**

**PERSONNEL ISSUES**

Terrell Jacobs, City Manager, discussed personnel issues with the Mayor and Commission, Jerome Adams, City Attorney, and Judy Carter, Human Resources Director, were in attendance.

Commissioner Cindy McNeill made a **MOTION** to allow negotiations to the attorney firm up to the amount that was discussed in Executive Session regarding the workers comp claim, seconded by Commissioner Johnnie Lee Roper. **The motion was carried (6-0)**

*City Manager Terrell Jacobs stated that there will be two retirement amendments presented to the Commission in May.*

**ADJOURNMENT**

Mayor Pro-Tem Olivia Pearson made the **MOTION** to adjourn from the Regular Meeting, **MOTION** was seconded by Commissioner Cindy McNeill. **The motion was carried (6-0)** the meeting was adjourned at 8:50PM.

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Tony L. Paulk, Mayor

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Wynetta J. Bolder, City Clerk