

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
SEPTEMBER 12, 2016**

A Regular Meeting of the Board of Commissioners was held on Monday, September 12, 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, Commissioners Bob Moore, Mike Gowen, Kentaiwon Durham, Cindy McNeill 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

Pastor Frank Bussey, Empowerment Center Church, provided the invocation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE ORDER OF THE AGENDA

The Commission approved the order of the Agenda as printed. A **MOTION** to approve the order of the Agenda was made by Commissioner Bob Moore and seconded by Commissioner Kentaiwon Durham. The motion carried **(6-0)**.

SECOND READING OF ALCOHOLIC BEVERAGE ORDINANCE AMENDMENT

City Attorney, Jerome Adams conducted the second reading and public hearing for an ordinance to amend Section 6-1 of the City's Alcoholic Beverage Ordinance, to include the definition of "Grocery Store" and add; Section 6-113, Distance Requirements. **AN ORDINANCE TO AMEND THE CITY OF DOUGLAS CODE OF ORDINANCES, CHAPTER 6, ALCOHOLIC BEVERAGES, SECTION 6-1 DEFINITIONS AND 6-113 DISTANCE REQUIREMENTS; TO PROVIDE FOR AN EFFECTIVE DATE AND FOR OTHER PURPOSES.** Jerome Adams, City Attorney, proceeded to call for a public hearing. There were no comments from the public and the public hearing was closed Mr. Adams stated that this ordinance was ready for action.

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

SECOND READING OF ALCOHOLIC BEVERAGE ORDINANCE AMENDMENT REGARDING DISCIPLINARY ACTIONS

City Attorney, Jerome Adams conducted the second reading and public hearing for an ordinance to amend Chapter 6, Alcoholic Beverage Ordinance by adding Section 6-173, and Reporting of Disciplinary Actions, as required by State Law. **AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF DOUGLAS, GEORGIA TO PROVIDE FOR NOTIFICATION TO THE GEORGIA DEPARTMENT OF REVENUE UPON THE MUNICIPALITY TAKING DISCIPLINARY ACTION AGAINST ANY PERSON ISSUED A LICENSE TO OPERATE A BAR; TO PROVIDE FOR SEVERABILITY; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.** Jerome Adams, City Attorney, proceeded to call

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**SECOND READING OF ALCOHOLIC BEVERAGE ORDINANCE AMENDMENT
REGARDING DISCIPLINARY ACTIONS CONTINUED**

for a public hearing. There were no comments from the public and the public hearing was closed. Mr. Adams stated that this ordinance was ready for action.

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

CONSENT AGENDA ITEMS

- **MINUTES ADOPTION**
- **APPROVAL OF ANNUAL FOOTBALL & SOCCER EQUIPMENT BID (8-8-16)**
- **APPROVAL OF CORNER LOTT, LLC ALCOHOLIC BEVERAGE LICENSE APPLICATION**
- **APPROVAL OF PURCHASE OF ONE (1) 2017 FORD F-150 TRUCK - CODE ENFORCEMENT**
- **APPROVAL OF DECLARING EQUIPMENT AS SURPLUS**

A **MOTION** to approve all **Consent Agenda Items** listed above as discussed in the Work Session was made by Mayor Pro Tem Olivia Pearson and seconded by Commissioner Johnnie Lee Roper. The motion **carried (6-0)**.

ANNOUNCEMENT OF AIRPORT COMMISSION VACANCIES

Dale Batten, Community Development Director, announced upcoming vacancies on the Airport Commission. Three positions will expire on September 30, 2016. Staff will advertise these upcoming vacancies on Channel 13 for the next two weeks with appointments being made at the September 26th meeting. Appointments are for three years. It is desired and encouraged those applying for the Airport Commission have aviation experience and knowledge.

For Informational Purposes Only. No Action Taken at This Time.

STAFF COMMENTS

Georgia Henderson, Public Information Director, announced the following:

- Thanked everyone for their participation and involvement for this past weekend at the South Georgia BBQ and Outdoor Festival. Approximately 4,000 people were in attendance of the festival. Thanked all sponsors for funding, concert, and motorcycle events.
- Taking applications for registration for the Festival of Lights Christmas Parade. This year's theme is "Peace on Earth".
- CSX wanted to announce that on September 19th beginning at 7:00 a.m. there will be detours on US-221 and St Route 125. Traffic will be rerouted on Baker Hwy and Ward St. All information concerning this is on DOT's Facebook page.

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STAFF COMMENTS CONTINUED

- October 3rd we will have some new service incentives for senior citizens ages 65 and older. One will be a senior citizen discount option to get a \$10 credit on an active utility account if you are the account holder. More information can be provided through the Customer Care Call Center or 311.
- A Weatherization Grant Loan Program has been obtained for senior citizens ages 65 or older. To see if you are eligible for this grant for up to \$5,000, contact the Community Development Department or go to the City of Douglas website.
- Transwaste and the City of Douglas has made a service change to the sanitation and recycle route. Beginning this week the sanitation will be picked up Monday-Thursday. September 23rd will be the next day that recycling will be picked up and then it will be every other Friday. More information can be provided through the Customer Care Call Center or 311.
- September 17th is the next community junk drop-off at the City Pole Yard. All drop-offs in the future will be held at the Pole Yard.
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GENERAL COMMENTS

Roscoe Allen Jr, 765 Essie Lee Mercer Rd, asked for clarification on the Weatherization Grant and the time span to pay it back. Mr. Allen also want to commend the City for the new Senior Discount that they are offering to their customers.

Larry NeSmith, Volunteer with the American Red Cross, informed everyone that during the storm that came through Douglas, they were able to shelter 144 people at the Central Square Gym Complex. He asked that more people consider volunteering for the American Red Cross, being that there is only one in Coffee County.

COMMISSIONERS COMMENTS

Commissioner Bob Moore thanked everyone for being ready and alert during the storm. He expressed how he was happy that the City was able to send someone to help out with the City of Valdosta and Thomasville.

Commissioner Roper stated that the senior garden is doing very well. The seniors have been receiving donations to help take care of the garden.

Mayor Pro Tem Pearson was unable to attend the BBQ Festival. She had a successful and informative trip to Atlanta for the Southern Rural Black Women's Initiative. She expressed how she was thankful that the storm did not hit Douglas and that everything went well.

Commissioner Durham stated that he enjoyed the BBQ festival, the concert, and the fellowship. He is glad that the Commissioners and some of their spouses were in attendance for the Welcome dinner that was held. Commended citizens for the turnout at the festival. Commended the American Red Cross for their dedication during the storm. Wanted to express to the citizens to take advantage of the Junk drop-off and the landfill service so that they can help beautify the city.

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COMMISSIONERS COMMENTS CONTINUED

Commissioner McNeill stated that the legislative meeting went well. Thanked Georgia Henderson and the Public Information Department for coordinating the BBQ Festival. She also thanked all other departments for helping out and for all they did. Thanked Brian Norris for bringing great entertainment for the concert.

Commissioner Gowen stated that he missed the BBQ festival but thanked everyone for what they have done. He and 22 other citizens from Coffee County went down during Labor Day weekend and helped with the clean-up in Louisiana. Thanked Mr. Jacobs for keeping everyone updated during the storm. He thanked all departments and volunteers for being ready during the storm. He also expressed his feeling about not saluting the flag, and wanted the younger citizens to follow the example of the NJROTC. He wanted everyone to spread the word about the construction of the Miracle Field.

MAYOR'S COMMENTS

Mayor Tony Paulk expressed how strongly he feels about not saluting the flag. Thinks that everyone has their opinions on saluting the flag and everyone should respect those opinions. He is glad all the departments worked harmoniously at the BBQ festival. Thanked all the local teams for entering BBQ festival contest. Thanked NJROTC for helping out at the BBQ festival. Reiterated the need for volunteers for the American Red Cross. Reiterated that there will be 3 positions on the Airport committee vacated at the end of September.

ADJOURNMENT

With no further business to discuss, Mayor Tony Paulk adjourned the Regular Meeting so that the Commission could enter into Utilities Appeal Meeting.

Tony L. Paulk, Mayor

Michaela Curry, Customer Service Specialist

**UTILITY COMMISSION MEETING
CITY OF DOUGLAS
SEPTEMBER 12, 2016**

A Utility Commission Meeting was held on Monday, September 12, 2016, at 7:56 p.m. The meeting was convened in the Council Chambers of City Hall with Mayor Tony Paulk presiding. Pro Tem Olivia Pearson, Commissioners Cindy McNeill, Mike Gowen, Bob Moore, and Johnnie Lee Roper Sr. were in attendance. *Commissioner Kentaiwon Durham recused himself due to the citizen being a family member.*

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:

Tokaye Dukes -506 E. Mitchell St. Acct# 307-10114-11

Tokaye Dukes -506 E. Mitchell St. Acct# 307-10114-11 was not present at Utilities Appeal Meeting. Mr. Tommy Harrell stated that he failed to send a reminder to customer about appeal.

On the behalf of Ms. Dukes, Mr. Tommy Harrell, Customer Service Manager, appealed to the Utility Committee September 07, 2016. The Utility Committee could grant no adjustments since the water did go through the City's equipment and went down into the City sewer system causing the City to have to treat.

After discussions, A **MOTION** was made by Commissioner Bob Moore to make an adjustment of \$578.93, which was half of the total water and sewer bill. The **MOTION** was seconded by Mayor Pro-Tem Olivia Pearson. Mayor Tony Paulk, Commissioner Johnnie Lee Roper, Cindy McNeill, and Mike Gowen voted in favor of the motion.

The motion was carried **(5-0)**

ADJOURNMENT

A **MOTION** was made by Commissioner Bob Moore to enter into Regular Meeting, seconded by Commissioner Johnnie Lee Roper. The motion was carried **(5-0)**.

A **MOTION** was made by Mayor Pro-Tem Pearson to adjourn Regular Meeting, and enter into Executive Meeting seconded by Commissioner Cindy McNeill.

MINUTES
EXECUTIVE SESSION OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
SEPTEMBER 12, 2016

An Executive Meeting of the Board of Commissioners was held on September 12, 2016 at 8:25 PM, in the Council Chambers of City Hall with Mayor Tony L. Paulk presiding and Mayor Pro-Tem Olivia Pearson, Commissioners, Bob Moore, Cindy McNeill, Mike Gowen, Kentaiwon Durham and Johnnie Lee Roper, Sr. present. Terrell Jacobs, City Manager, Jerome Adams, City Attorney and Judy C. Carter, Human Resources Director were also in attendance.

PERSONNEL ISSUES

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

Mayor Pro-Tem Olivia Pearson made the **MOTION** to adjourn from Executive Session and **MOTION** was seconded by Commissioner Kentaiwon Durham.

Mayor Pro-Tem Olivia Pearson made the **MOTION** to re-enter back into Regular Session and **MOTION** was seconded Commissioner Cindy McNeill.

A **MOTION** to approve the discussion that was recommended in Executive Session was made by Mayor Pro-Tem Olivia Pearson and was seconded by Commissioner Kentaiwon Durham. Mayor Pro-Tem Olivia Pearson, Commissioner Kentaiwon Durham and Commissioner Johnnie Roper voted in favor of the recommendation. Commissioner Bob Moore, Commissioner Cindy McNeill and Commission Mike Gowen voted against the recommendation. Therefore, with a split vote, Mayor Tony Paulk voted in favor of recommendation to break the tie. **MOTION** carried **(4-3)**.

ADJOURNMENT

With no further business to discuss Mayor Pro-Tem Olivia Pearson made the **MOTION** to adjourn the Regular Session. The **MOTION** was seconded by Commissioner Johnnie Roper. The Commission unanimously approved **(6-0)** and the meeting was adjourned at 9:40 PM.

Tony L. Paulk, Mayor

Judy C. Carter, Human Resources Director

Affidavit

The undersigned presiding officer, under oath, certifies that at a City of Douglas Commission Meeting, held on _____, 2016, 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:

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

_____ 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 ____ day of _____, 2016

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 CITY OF DOUGLAS COMMISSION

BE IT RESOLVED by the Douglas Ga City Commission as follows: At the meeting held on the ___ day of _____, 2016 the Commission entered into closed session for the purpose of discussing:

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

___ 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 ___ day, of _____ 2016

Tony L. Paulk, Mayor

Attest:

Wynetta J. Bolder, City Clerk