

The Mayor and Council met for a called meeting.

Those Present:	Greg Thompson	Mayor
	Wayne Adcock	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Nathan Purvis	Council Member
	Larry Bradley	Council Member
	Norman Garrett	Council Member
	Nathan Little	Council Member
	Jimmy Richardson	Council Member
	Ron Rabun	Interim City Administrator
	Debbie Kirk	City Clerk
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Jeremiah Still, Keith Glass, Logan Propes, Rodney Middlebrooks, Brian Thompson, Patrick Kelley

Visitors: Sadie Krawczyk, Sharon Swanepoel, Beverly Harrison, Chris Bailey, Mike McGuire, Lauren Welty, David Keener, Shane Short

I. CALL TO ORDER – GREG THOMPSON

1. Roll Call

Mayor Thompson noted that all Council Members were present. There was a quorum.

II. DEPARTMENT REPORTS

1. January Monthly Reports

The Department heads presented the monthly reports.

III. COMMITTEE INFORMATION

1. Finance

a. Approval – HR / Finance Staff Assistant Job Description

Finance Director Logan Propes discussed the job description for the Human Resources / Finance Staff Assistant. He explained that staff has determined that instead of filling the open accountant position, there is need for some assistance in human resources and other general finance duties, such as accounts receivable. This position would also train as a backup for Payroll. The position essentially mirrors the current position of Finance Staff Assistant, but trades some of the finance duties for human resource duties. The accountant positions has a pay grade of 21 and will be replaced by a pay grade of 18.

Interim City Administrator, Mr. Propes, and Council discussed the job being replaced, the position, the job duties, and the pay scale.

The committee recommends approval of the HR / Finance Staff Assistant job description to Council.

*Motion by Malcom, seconded by Little.
Passed Unanimously.*

2. Airport

a. December 14, 2016 Airport Commission Minutes

The minutes are for informational purposes only.

No Action.

3. Public Works**a. Purchase – Utility Body Truck**

Mr. Jeremiah Still requested approval to purchase a F250 Diesel 4WD extended cab truck with a utility service body for the Street Department. He explained that this purchase request was originally approved in October of 2016, but an issue arose with the delivery of the vehicle. There was a communication breakdown between Courtesy Ford and the City, due to the time frame the purchase price would have been higher than the quote received from Loganville Ford. Therefore, new bids had to be submitted. He is requesting to purchase a 2017 Ford F-250 from Loganville Ford, the lowest bidder, for the amount of \$38,264.50. It will be the same purchase as approved before, only from a different vender.

The committee recommends to Council to purchase the truck from Loganville Ford for the amount of \$38,264.50.

*Motion by Adcock, seconded by Crawford.
Passed Unanimously.*

4. Utilities

No Items Scheduled.

5. Public Safety**a. Approval – Out of State Training**

Chief Keith Glass requested approval to send Assistant Fire Chief Bill Owens and Captain Andrew Dykes to the National Fire Academy in Emmitsburg, Maryland, February 12 – 17, 2017 for the Emergency Resource Deployment Planning: Standards of Coverage Course. All the expenses will be paid by the National Fire Academy other than their regular salary and \$480.00 for meal expenses.

Council Member Norman Garrett questioned how student and class selections are decided upon.

Chief Glass explained that it depends on departmental need, and employees take different classes as they are offered. An employee doesn't take the same class more than one time. He explained most of the training is at a leadership level.

The committee recommends to send Assistant Fire Chief Owens and Captain Dykes to the National Fire Academy in Emmitsburg, Maryland to Council.

*Motion by Little, seconded by Malcom.
Passed Unanimously.*

6. Economic Development

Economic Development Specialist Sadie Krawczyk gave an update. She stated that the Monroe Housing Team has collected data for over 1,000 homes for the citywide housing assessment. The City will have UGA students partnering to gather more data again this semester. The next Georgia Initiative for Community Housing (GICH) Retreat will be on February 20, 2017 in Albany, Georgia. She explained that the Downtown Commercial aired during the holidays. She stated that this was the most successful year ever for candlelight shopping downtown. The merchants have given excellent reports about sales. Ms. Krawczyk stated that 2016 Sponsorship Goals were met, and they will be starting on goals for 2017. The Downtown Celebration Banquet will be on January 19, 2017, and the invitations will be going out soon. The grand opening for the new Behavioral Health Hospital will be on January 12, 2017 at 11:00 a.m.

IV. ITEMS OF DISCUSSION

1. Upcoming Public Hearings
 - a. Variance – Piedmont Parkway
2. Resolution – Open Records Officer
3. Approval – Election Qualifying Fees
4. Approval – Main Street MOU
5. Approval – DOT Agreements for Spring Street Enhancement Project
6. Discussion – Alcohol Ordinance Draft
7. Declaration of Road Abandonment – Boulevard Stub

There was a general discussion on the above items. There was no action taken.

V. ITEMS REQUIRING ACTION

1. Election of Vice-Mayor
To elect Wayne Adcock as Vice-Mayor.

*Motion by Little, seconded by Richardson.
Passed Unanimously.*

2. Appointment – Council Representative DDA

Mayor Thompson announced that the 2017 Committee Appointments will remain the same as they were in 2016.

To appoint Lee Malcom as Council Representative to DDA.

*Motion by Bradley, seconded by Little.
Passed Unanimously.*

VI. ADJOURN

*Motion by Malcom, seconded by Adcock.
Passed Unanimously.*


MAYOR


CITY CLERK