

The Mayor and Council met for a called meeting.

Those Present:	Greg Thompson	Mayor
	Wayne Adcock	Vice-Mayor
	Lee Malcom	Council Member
	Denise Dixon	Council Member
	Larry Bradley	Council Member
	Rita Scott	Council Member
	Nathan Little	Council Member
	Jimmy Richardson	Council Member
	Matthew Chancey	City Administrator
	Renee Prather	City Clerk

Absent:	Nathan Purvis	Council Member
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Staff Present:	Danny Smith, Jeremiah Still, Keith Glass, Rodney Middlebrooks, Brian Thompson, Patrick Kelly
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Visitors:	Raquel Willis, Patrice Broughton, David Little, Sadie Krawczyk, Rosalind Parks, Danielle Parks, Linda Ross, Cora Garrett, Norman Garrett, Robin Hill, Arron Giles, Scott Tolleson, George Baker Jr, Chuck Young, Delandra Boyd, Gail Flint, Sharon Swanepoel, Dee Joseph
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I. CALL TO ORDER – GREG THOMPSON

1. Roll Call

Mayor Thompson noted that Council Member Nathan Purvis was absent. There was a quorum.

II. DEPARTMENT REPORTS

1. April Monthly Reports

The Department heads presented the monthly reports.

III. COMMITTEE INFORMATION

1. Finance

a. Approval – Vehicle Use Policy

City Administrator Matthew Chancey stated a policy has been generated for use of City vehicles which applies to the entire City, the current policy was not up to date with current practices. He gave a brief over view of the policy. Under procedure, the assignment of vehicles will be the responsibility of the department heads. The policy also addresses IRS guidelines for those receiving use of a vehicle as a benefit and who is exempt. There has been an emphasis placed as to not smoking, chewing, or dipping in the vehicles per Mayor Thompson's instruction.

The committee recommends to Council approval of the Vehicle Use Policy.

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

b. Approval – Electronic Check Transfer Agreement

Finance Director Renee Prather explained this agreement basically takes electronic bill pay and does an ACH transfer directly to the City instead of generating paper checks which then have to go through the mail. Ms. Prather stated she is requesting approval to contract for these services with various companies, with the attorney's approval of the contracts.

The committee recommends approval of contracting for the electronic check transfers to Council.

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

c. Approval – Incident Response Plan for PCI Compliance

Finance Director Renee Prather explained the PCI Compliance Plan needs to be adopted because the City accepts credit cards. This is part of the annual certification required for an online based payment system. She stated that during this process it was discovered that an update and an addendum are needed for the City's IT Policy in order to be in compliance, which is the next item.

The committee recommends approval to Council of the Incident Response Plan.

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

d. Approval – IT Policy Addendum for PCI Compliance

The committee recommends approval of the internet policy addendum to Council.

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

2. Airport

No Items Scheduled.

3. Public Works**a. Discussion / Approval – Great American Cleanup Week, April 21 – 25, 2014**

Solid Waste Department Head Danny Smith explained the week of April 25th to be Great American Cleanup Week, which would allow the citizens of Monroe to bring any of their trash, tires and any recyclable items to the transfer station free of charge.

The committee recommends participation in the Great American Cleanup Week to Council.

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

4. Utilities**a. Discussion / Approval – MGAG Gas Portfolio IV Project Supplemental Contract**

Mr. Scott Tolleson, with Municipal Gas Authority of Georgia, gave a presentation on the Gas Portfolio IV Project. He explained that portfolio projects allow them to go out and buy natural gas on the City's behalf and then they redeliver it on a month to month basis. MGAG purchases the natural gas in blocks of five, ten, and twenty years; then redeliver it to the City on a day to day basis and bill it on a monthly basis. Mr. Tolleson stated that Portfolio IV continues on with the same operation as portfolios one through three.

City Administrator Matthew Chancey explained the contracts have already been approved by the City Attorney.

The committee recommends to Council the approval of the MGAG Gas Portfolio IV Project Supplemental Contract.

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

b. Discussion / Approval – Residential Water Meter Bid Results

Mr. Rodney Middlebrooks discussed the results from the residential water meter bids, stating four bids were received. He stated the lowest bid meeting all the requirements and his recommendation to be Delta Municipal Supply for the bid amount of \$1,276,070.00. The contract has the meters being phased in within 180 days.

The committee recommends approval of Delta Municipal Supply for the amount of \$1,276,070.00 for the automated water meter purchase and installation to Council.

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

c. Discussion / Approval – Repair of Pump Motors for Water Treatment Plant

Mr. Rodney Middlebrooks explained the pump motor which pumps the water to the plant for treatment and the pump motor which pumps the water out into the system both need to be rebuilt. The lowest bid, of \$29,739.00, came from Carthey Electric in Athens. The cost would come from the repair and maintenance budget.

The Committee recommends to Council to have Carthey Electric Motors repair the pump motors at the Waste Water Treatment Plant for the amount of \$29,739.00.

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

d. Discussion / Approval – Replace Roof at Jacks Creek Waste Water Treatment Plant

Mr. Rodney Middlebrooks discussed the quotes for replacing the roof at the Jacks Creek Waste Water Treatment Plant. He explained that the cost of replacing the roof would be less if a gable were installed with a tin roof, instead of a membrane roof. He stated using a gable and tin roof would put McClellan Homes to be the lowest quote at \$15,528.00. The use of a gable roof would require the air conditioner unit to be moved to ground level. The estimated amount for moving the units is \$7,500.00, which together is less than the replacing the membrane roof.

The committee recommends accepting the bid from McClellan Homes to replace the roof for the amount of \$15,528.00 and the removal and relocating of the air conditioner unit with the amount not to exceed \$7,500.00 to Council.

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

5. Public Safety

No Items Scheduled.

6. DDA

Council Member Bradley explained there will be three people speaking for the DDA.

Main Street Director Sadie Krawczyk gave an update. She stated there to be new businesses continuing to locate downtown. The new banners which say Downtown Monroe were put up this week by the Public Works Department. There is a new jewelry store coming in and Rinse Bath has expanded. There is a new restaurant, Milo's opening soon. She explained the sponsorship of DDA from the citizens and downtown businesses are what make the concerts and special events possible. May 2nd will be the first of the summer concert series. The Spring Fling will be this Saturday, which is an event that Monroe Veterinary Clinic is partnering with DDA to spade and neuter cats.

Ms. Lisa Anderson thanked Council for allowing her to be the Downtown Development Chairperson and for their support of DDA. She gave an update of the Organization Committee, their sponsorship goals, and what has been raised to date. They are budgeted to raise \$25,000 this year, but the committee goal is \$50,000. To date, with thirty-eight sponsors, \$21,750 has been raised. Last year there was a total of \$18,000 raised with twenty-one sponsors.

Mr. Richard Sells, a local sculptor, gave a presentation for a Downtown Sculpture Project, a joint venture between DDA and Monroe Art Guild. They would like to put between five and seven sculptures in the downtown area for approximately eighteen months on a rotating schedule from June to December of the following year. They would then be replaced about every two years. The sculptures would be leased. The project would be totally dependent upon funding, grants are being looked into. The request is for the City to allow permission for sculptures to be placed at five to seven sites, to review the proposed licensor agreement, and to possibly help with the concrete pads and benches. The startup cost would be approximately \$5,000 for five sculptures.

Mr. Brian Hardman, with Monroe Art Guild, discussed the possible site choices for the sculptures and the importance of art.

Ms. Krawczyk discussed other cities who have participated in the program.

Ms. Dee Joseph discussed her experience with the program in her community in Kingsport, TN.

IV. ITEMS OF DISCUSSION

1. Upcoming Public Hearings
 - a. Rezone – 221 Baker Street
2. Appointment – Historic Preservation Commission
3. Resolution – MGAG Voting Delegate
4. Resolution – MGAG Supplemental Contract for Portfolio IV Project
5. Resolution / Agreement – GEFA Drinking Water State Revolving Loan Fund
6. Presentation – Prestwick Companies Proposed Development
7. Walton Behavioral Health Facility

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

V. ITEMS REQUIRING ACTION

1. Clarification / Changes – Digital Set Top Rates

Mr. David Little discussed the clarification and changes in the rate costs. He stated that citizens have been requesting updated technology. They want interaction from the home, the ability to record high definition programming (DVR). The product is ready and will be available for purchase tomorrow morning if the costs are approved. Mr. Little explained when the digital rates were passed the rate for the DVR service was not discussed. The recommendation is to charge \$5.00 above the digital rate for the DVR service. He also discussed the different premium channels and their charges.

Mr. Brian Thompson discussed the lowering of the price of the product. If a deposit is required for the equipment it is now less than half the previous cost, due to outsourced equipment costs.

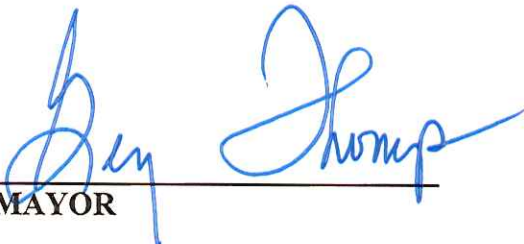
City Administrator Matthew Chancey commended Mr. Brian Thompson and Mr. David Little for all the work they have put into this project over the last couple of years.

To adopt the rate schedule of fees and charges for digital services and equipment as presented.

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

VI. ADJOURN

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


MAYOR


CITY CLERK