

1900

MAYOR AND COUNCIL MEETING

AUGUST 7, 2018

6:00 P.M.

The Mayor and Council met for a called meeting.

Those Present:	John Howard	Mayor
	Wayne Adcock	Vice-Mayor
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Larry Bradley	Council Member
	Norman Garrett	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Paul Rosenthal	City Attorney
	Jesse Couch	City Attorney

Absent:	Lee Malcom	Council Member
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Staff Present:	Jasper Greer, Jeremiah Still, R.V. Watts, Bill Owens, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Patrick Kelley, Sadie Krawczyk, Chris Bailey, Beverly Harrison
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Visitors:	Sharon Swanepoel, Andrew Kenneson, Les Russell, Keaton Russell, Cy Nunnally, Bill Scott, Virgil Williams, William Chapman, Jada Mvkahanana
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I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that Council Member Lee Malcom was absent. There was a quorum.

2. City Administrator Update

City Administrator Logan Propes explained the North Broad LCI Streetscape Project started yesterday, officially. Should start seeing activity in the next couple of weeks, because they are starting to stake it out. The project will start on the west side of North Broad Street, above Mayfield Drive. The work will go south to West Marable, cross over the street at the Water Plant, and work north back to the bridge. Mr. Propes explained that the West Spring Street Project is going slower than anticipated, due to all the rain days. The project is going well overall, and should be finished within the next six weeks.

3. Central Services Monthly Report & Updates

Mr. Chris Bailey stated that the new website is done. The new agenda system will be fully integrated with the website in approximately two months, which should be fairly easy. He stated the Badgepass security system is completed, and obviously everyone can hear much better. Mr. Bailey demonstrated how presentations can be done going forward. The entrance and wooded areas in Childers Park have been mulched and re-seeded, which will make it more presentable. The Dog Park has new toys and the barrels have been replaced. The TinkerGarten organization will start holding classes for children from eighteen months to eight years. They will teach children about the natural habitats around them including grasses, trees, bushes, and animals.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. She stated that some of the Finance staff attended an audit class on year-end and annual audits by Mauldin and Jenkins today. The City will be hosting a GMA Customer Service class on August 21 at City Hall. The GMA Home Depot Government Solutions Annual Rebate has been implemented; the City will receive a 3% rebate on any purchases made through the P-Card system. Ms. Thompson gave an update on the Tyler Software system at City Hall. She explained the Code Department will go live on September 17 with business license, permitting, and code. Staff is currently working on the configuration for the chart of accounts. The general ledger, payroll, and accounts payable systems will go live in November. Ms. Thompson stated the half year budget is near a perfect 50% for the year. She explained that of the budgeted amounts the General Fund Revenues are at 51%, the General Fund Expenses are at 42%, Utility Revenues are at 55%, Utility Expenses are at 49%, Solid Waste Revenues are at 50%, and Solid Waste Expenses are at 45%.

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Council Member Larry Bradley questioned whether Ms. Thompson anticipates needing to make any budget adjustments at this time.

Ms. Thompson answered that the Utility Revenues are at 55% of the budgeted amount due to the MEAG Portfolio Investment. She explained the City is earning more on the investment in 2018 than in 2017, which could not be anticipated during the budgeting process. She and staff are starting to work on the Operating Annual Budget, so that will be taken into consideration.

b. City Hall Landscaping Rehabilitation Request

Mr. Chris Bailey discussed the landscaping at City Hall. He stated that the grass is mainly weeds, the shrubbery and bushes are either dead or overgrown, and the roots from the crepe myrtles are growing into the foundation and under the concrete. He requested to have a complete overhaul done on the landscaping, using more mulch and less pine straw. He stated the crepe myrtles and bushes around the building will be removed, but not the ones in the parking lot area. Mr. Bailey stated the main thing will be for the landscapers to maintain it, and not let it go. He stated the cost will come from the City Hall CIP budget. He requested approval of PS Landscapes, for the maximum amount of \$34,189.00.

Council and staff discussed the plants that would be removed, the replacement plants, the labor involved, the maintenance going forward, the irrigation system, and the cost.

The Committee recommends to approve PS Landscapes to redo the landscaping at City Hall for the maximum amount of \$34,189.00 to Council.

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

2. Airport

a. Airport Monthly Report & Update

Mr. Chris Bailey presented the monthly Airport Report. He stated the fuel sales stayed consistent, even with all of the rain. The fuel costs have continued to rise, and the profit is approximately 5% of the sales. The current price is \$4.39 per gallon, which is still competitive with the surrounding airports. He explained the profit and loss looks off for June and July due to the existing airport maintenance, which was approximately \$26,000.00. He stated the amount was able to be split over the two months.

b. Airport East Apron Rehabilitation and Expansion Project

Mr. Chris Bailey discussed the rehabilitation of the east apron area and the expansion, which includes a concrete pad outside of the AVGAS fuel tank. The City will receive \$468,564.00 in Federal funding and \$607,242.00 in State funding, with a local match amount of \$215,675.07. The expansion will allow a reroute of traffic, additional tie-down spaces, and the added capacity for another fuel farm. He explained the project will allow future expansion. The Department of Transportation has offered the City the additional funding, because it is essentially shovel ready. Mr. Bailey requested approval for the entire amount, and approval of E.R. Snell Contractor as the low bid contractor on the project.

City Administrator Logan Propes clarified there will need to be two separate motions, a motion to accept the Federal and State funding, and a motion to award the bid to E.R. Snell Contractor.

The Committee recommends approval of accepting Federal and State funding for the East Apron Rehabilitation and Expansion project to Council.

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

The Committee recommends to Council to award the East Apron Rehabilitation and Expansion project to E.R. Snell Contractor.

*Motion by Dickinson, seconded by R. Bradley.
Passed Unanimously.*

c. Airport West Apron Reroute Request

Mr. Chris Bailey explained that there is approximately a 240-foot setback from the center of the runway to the center of the taxiway, which currently puts the City in violation. This must be brought into compliance in order to receive any future Federal or State funding for the West Apron. The new partial parallel taxiway will also be required to allow Sky Dive Monroe and Mid-Ga Soaring Association to have access to the runway. The current asphalt area will be

abandoned, then eventually removed. The Georgia Department of Transportation directed the City to go through E.R. Snell Contractor for the bid, since they won the bid for the East Apron project. He explained that the bid does not include the removal of the existing asphalt, because it would add an additional \$50,000.00 to the project. He requested approval for E.R. Snell Contractor to pave the area, for the amount of \$103,303.50. The City will save approximately \$60,000.00 in mobilization costs by doing the project in conjunction with the East Apron. The existing asphalt will be removed at a later time by the City.

Council Member Nathan Little questioned how the project would be funded.

Mr. Bailey answered the project will be funded by Capital Improvement Funds.

City Administrator Logan Propes stated there are Transportation Funds available in SPLOST. He explained that the City will be reimbursed from GDOT on the North Broad Project.

The Committee recommends approval of paving by E.R. Snell for the amount of \$103,303.50 to Council.

*Motion by Dickinson, seconded by R. Bradley.
Passed Unanimously.*

3. Public Works

a. Monthly Solid Waste Report

Mr. Jasper Greer presented the monthly Solid Waste Report. He gave an update on the Transfer Station site improvements. He explained the drainage project is pending Streets and Transportation, and the cat-walk was completed as of July 17. The push wall is 90% complete with one metal section left to be installed, and the material has been ordered. The tipping floor is pending the 2019 CIP, and the scales will be worked on Friday by Fairbanks Scales.

b. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. He stated that all the rain has not only affected the Spring Street project, but about half of the other work as well. They are in the middle of the LMIG deep patching with Mathis Street, Douglas Street, Ford Street, and West Creek Circle left to be done. The overlay project, which is a little over two miles, will start once the deep patching is completed. Mr. Still explained the right-of-way crews are currently on a three-week turnaround for getting through the City, due to the wet conditions.

c. Transportation Alternatives Program Grant Application

City Administrator Logan Propes discussed the new grant application through the Georgia Department of Transportation. The grant requires a 20% local match from the City. He explained that the goal of the project is to connect the streetscaping and sidewalk improvements on the North Broad Project with City Hall. It will continue where the downtown streetscape currently stops. It will also further enhance the section on East Highland Avenue, and the south side on North Lumpkin Street. Mr. Propes stated the total project is estimated at \$2.8 million, with the City being responsible for \$572,315.15. He explained that it is a large project, but it will tie all of the projects together when they are finished. He requested approval to submit the grant application.

Council and staff discussed the area, streets, and costs involved with the project. They also discussed the possibility of adding Highland Avenue if the City is awarded the project.

The committee recommends to Council approval to proceed with the application.

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

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He discussed the damage from the storm and the response. He stated that most of the damage was at Station 2, which feeds below the library. There was very little load left on that station. The majority of the damage was on McDaniel Street and Highland Avenue, but there was also substantial damage on Alcovy Drive and smaller spots around the City. He stated that all of the departments helped with clearing the trees and cleaning the debris out of their way. Mr. Thompson stated the first FTTX customers have been turned on, and it is going as well as can be expected. He stated there are pole attachment agreements coming up on the agenda. He explained there were two missions

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to the 5G Update, the GMA mission and the electric utility mission, which are now one mission. GMA is working to make sure there is a home rule; they can set rules and regulations on the placement of antennas and towers for 5G. The pole attachments only interact with the actual physical attachment of fibers to poles.

b. Monthly Water, Sewer, Gas, & Stormwater Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He stated the contractor has finished laying the pipe work for the Highway 11/78 relocation project. The new tank station was installed today, and the controls will be installed tomorrow. The project will be finished by the end of next week, except for removing the old pipe from the bridge, which will be done by another contractor. He stated the Mount Vernon extension has been completed, and the sewer rehab on Olympian Way has been started. The Sewer Plant design and review is being narrowed down. Mr. Middlebrooks gave an update on the Water Plant rehab. He stated the paint has been removed, the drywall has been installed in the ceiling, and the floor system will be started this week.

c. Secondary Telescoping Valves

Mr. Rodney Middlebrooks requested to purchase two telescoping valves for the Sewer Plant. He explained the valves control the sludge moving from the secondary clarifiers to the aeration basin. The low bid of \$13,750.00 came from Templeton & Associates.

Council Member Nathan Little stated the repairs are needed, and they are in line with getting the Sewer Plant back in better shape.

Mr. Middlebrooks stated that all three of the items that he is requesting to purchase tonight are equipment items that will continue to be used after the upgrade.

The committee recommends the purchase of two telescoping valves from Templeton & Associates for \$13,750.00 to Council.

*Motion by L. Bradley, seconded by Adcock.
Passed Unanimously.*

d. Primary Chain Clarifiers

Mr. Rodney Middlebrooks requested to purchase new chains for the primary clarifiers. He explained primaries 3 & 4 were recently rehabbed, now primaries 1 & 2 need repair. He stated USA Roller Chain & Sprockets had the low bid of \$11,628.00.

The committee recommends to Council to purchase the primary clarifier chains from USA Roller Chain & Sprockets for \$11,628.00.

*Motion by Adcock, seconded by L. Bradley.
Passed Unanimously.*

e. Automatic Gas Feed System

Mr. Rodney Middlebrooks requested to purchase an automated gas feed system for chlorine and sulfur dioxide. This is an adjustment which is made based on the flow levels, and the automatic system will allow the correct amounts depending on the flows. He stated that the Water Plant changed to this system several years ago, and it has worked very well. Mr. Middlebrooks explained Water Treatment & Controls is a sole source provider of the equipment, and their bid amount is \$13,165.00. He explained the automated system will save money on the chemicals.

The committee recommends to approve the purchase and installation of the automatic gas feed equipment for the amount of \$13,165.00 to Council.

*Motion by L. Bradley, seconded by Adcock.
Passed Unanimously.*

f. MCImetro Pole Attachment Agreement

Mr. Brian Thompson stated there are two pole attachment agreements, which can be discussed together, but two individual votes will be needed. He explained that the 1996 Telecommunications Act requires the City to negotiate with telecom providers for attachments to our electric system. The State of Georgia has directed the utility and telecom companies to work together nicely, or else they will make them work together nicely. The majority of the Cities have appointed Electric Cities of Georgia to negotiate a statewide agreement. MCI and Uniti Fiber are the first ones to sign the agreement after negotiations with ECG. He explained this

does not in any way take cell tower regulatory home rule rights away. This agreement only creates a process for these two entities to connect fiber to our existing utility poles.

Council Member Larry Bradley questioned whether the process includes the rate they would pay.

Mr. Thompson answered the agreement includes the rate of \$16.50 per pole per year, which is in line with Comcast statewide & AT&T statewide.

Mr. Larry Bradley stated that ECG has a standard contract at this rate, and GMA also has a standard contract across the state. He questioned whether the two agreements have been examined to determine which one is better.

Mr. Thompson stated that he is not sure that GMA has a pole attachment agreement. They have an agreement for the location of the poles and 5G equipment, but this is for the fiber.

Mr. Larry Bradley stated he has discussed this with GMA and they have indicated that they have an agreement as well as ECG, and it is left up to the Cities to decide which agreement is best for them. Mr. Bradley stated that he wants to be sure that alternatives have been looked at so the right one is selected.

Mr. Thompson stated that this agreement falls within the City's existing engineering standards and procedures, which are handled through ECG.

Council Member Nathan Little stated that if a company wants to attach to a utility pole, the City has the agreement, and they can attach. He questioned if there is not any room on the pole.

Mr. Thompson answered they would have to pay for the pole to be changed; they would have to pay for the work.

Mr. Little questioned whether the agreements are in line with the current agreements which the City has with others.

Mr. Thompson stated they are in line with other agreements, except the rate is lower. The rate is approximately \$5.00 less per pole per year.

Mayor, Council, and staff further discussed the requirements and benefits of the pole attachment agreements.

City Administrator Logan Propes explained that it will cost the City substantially to renegotiate the agreements. It may not be worth it based on the differential of what is hoped to be brought in versus the pole attachment cost.

Mr. Larry Bradley stated he agrees the City should not renegotiate, but he recommends that staff evaluate the two statewide agreements prior to Council voting next week.

The committee recommends the two Pole Attachment Agreements go before full Council to be considered next week, with a recommendation on the comparison between the ECG and GMA Agreements, not as part of the Consent Agenda.

Moved.

g. Unifi Fiber Pole Attachment Agreement

The committee recommends the two Pole Attachment Agreements go before full Council to be considered next week, with a recommendation on the comparison between the ECG and GMA Agreements, not as part of the Consent Agenda.

Moved.

h. Purchase – Von Test Equipment

Mr. Brian Thompson requested to purchase a VON Model XF16-1280v2 fault finder and accessories directly from VON Corp. for \$21,534.00. He explained the equipment will locate faults in the underground electric system quickly and safely. The device will limit the time of underground outages, allowing restoration time to be significantly reduced. He explained that renting and borrowing the equipment causes further delay.

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The committee recommends to Council to approve the purchase of the VON test equipment with accessories from VON Corp. for \$21,534.00.

*Motion by L. Bradley, seconded by Adcock.
Passed Unanimously.*

i. Purchase – 3 Viper-ST Automated Switches

Mr. Brian Thompson discussed system automation, which is automated switching that allows the system to repair itself as much as safely possible during an outage. He explained there have been extensive meetings with ECG, Walton EMC, and Jackson EMC concerning system automation. Walton and Jackson use the Viper-ST which is controlled by the same controller used in the City's substations. He stated this type of system makes the most sense for the City. Mr. Thompson explained the first phase is to purchase three Viper-ST automated switches, which will protect the North end of downtown and the City Hall building. He requested to purchase the switches from Power Connections, the sole source provider, for \$54,423.00.

Council Member Nathan Little questioned the total number of switches which will be needed.

Mr. Thompson discussed protecting the critical infrastructure, the Water Plant, the new Police Department, and the core of downtown. He estimated it will take about 13 to completely automate those areas. He stated that other areas could be added eventually. Mr. Thompson also discussed placement of the switches.

The committee recommends approval to purchase three Viper-ST automated switches from Power Connections for a total amount of \$54,423.00 to Council.

*Motion by L. Bradley, seconded by Adcock.
Passed Unanimously.*

5. Public Safety

a. Monthly Fire Report

Assistance Chief Bill Owens presented the monthly Fire Report. He discussed the deployment of the First Aide tent at the Fourth of July celebration and the Movie at the Mills event. He explained it was utilized at both events and was well received by the community. The Quick Response Vehicle will be delivered next week.

b. Monthly Police Report

Assistant Chief R.V. Watts presented the monthly Police Report. He stated there was a major homicide on West Marable, and an individual has been arrested. He discussed the two new canines that graduated from Canine School in July. The six new Tahoes were received recently. He explained that Public Safety is having the National Night Out with the public tonight.

c. Approval – Out of State Training

Assistant Police Chief R.V. Watts requested approval to send Lieutenant Matt McClung to the Exterior Response to Active Shooter Events in Nashville, Tennessee, September 4-7, 2018. He explained that the course is designed to prepare first responders for an open-air active shooter encounter. He explained the hands on course will cover equipment selection, vehicle ambushes, medical emergencies, vehicle and dismounted officer or citizen down rescue, individual and team movement techniques, and emergency vehicle crisis response. The course is provided for free to sworn Law Enforcement Officers by Federal grant. The only expense will be for lodging and meals at a cost of \$800.60.

The committee recommends to Council to send Lieutenant Matt McClung to the Exterior Response to Active Shooter Events in Nashville, Tennessee.

*Motion by R. Bradley, seconded by Crawford.
Passed Unanimously.*

d. Approval – Walton County School SRO Program Agreement

Assistant Police Chief R.V. Watts explained there is no change in the contract for the City providing the School Resource Officer Program services for the Monroe Area High School. The program funding will remain the same amount of \$46,231.00, which is completely reimbursed by the Walton County Board of Education. He explained the City has been providing this service to Monroe Area High School since 2005.

The committee recommends approval of the SRO Program agreement with the Walton County Board of Education to provide school resource officers at the Monroe Area High School for the annual amount of \$46,231.00 to Council.

*Motion by R. Bradley, seconded by Crawford.
Passed Unanimously.*

e. Approval – Walton County School SRO Program Agreement for Foothills Charter
Assistant Police Chief R.V. Watts explained there is no change in the contract for the City providing the School Resource Officer Program services for the Foothills Education Charter High School. The Walton County Board of Education agrees to pay the City of Monroe the rate of \$150.00 per day, for 164 days, for a total of \$24,600.00 for the 2018-2019 school term. He explained the program graduated 25 students with fully accredited high school diplomas last year.

The committee recommends to Council approval of the SRO Program agreement with the Walton County Board of Education to provide school resource officers at the Foothills Education Charter High School for the annual amount of \$24,600.00.

*Motion by R. Bradley, seconded by Crawford.
Passed Unanimously.*

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. He stated that WOW Express on North Broad Street will be expanding their car wash. Wendy's has started their demolition for rebuild. Your Pie is making great progress downtown. Dr. Wise is expanding the office at the Monroe Animal Care Hospital. The exterior renovation has started at 100 South Broad Street. The adult apartment complex at Main Street Walton Mill has submitted their plans. Stone Creek subdivision on Church Street is doing a good job on their erosion control. Highland Creek has lots of new houses being building, and Legends at the Retreat is almost built out. George Walton Academy did some renovations over the summer, Bank of America did some ADA renovations, and Wal-Mart did a renovation for their grocery pick-up area.

7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She stated that Hammock Park has been installed, which was funded by the Rotary Club of Monroe. The Housing Expo was scheduled for July 21, but was rescheduled for October 6. It had to be rescheduled due to the power outages which was caused by the big storm. Ms. Krawczyk stated from January to June in 2017 there were 495 visitors at the Visitors Center. That number has more than doubled this year, there have been 1,024 visitors for 2018. The Georgia Downtown Conference will be next week, and the Mill Development will be presenting a session about thoughtful infill development. Monroe won the Downtown Design Excellence Award. The Georgia Initiative for Community Housing Conference will be hosted in Athens in September, and Monroe will be hosting the bus tour and reception for the attendees. She explained that DDA closed on the sale of 202 East Spring Street and 115 Midland Avenue to Pimento Investments, who will begin renovations soon for a restaurant space. DDA had their annual planning retreat on July 30. Ms. Krawczyk explained that she received approval from the Georgia Cities Foundation for a Revolving Loan Fund in the amount of \$220,000.00 going to YP Monroe for the renovations on the Your Pie restaurant.

III. ITEMS OF DISCUSSION

- 1. Public Hearing Variance – 615 East Church Street**
- 2. Public Hearing Variance – 125 North Wayne Street**
- 3. 1st Reading – Soil, Erosion, Sedimentation, & Pollution Control Ordinance Amendment**
- 4. Appointments (5) – Airport Commission**

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

IV. ITEMS REQUIRING ACTION

1. Approval – 2018 Millage Rate

Finance Director Beth Thompson explained that the 2018 tax digest from Walton County shows an increase of 1.98% if the millage rate was left unchanged from 2017. She stated that the City

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has the appropriate growth in the digest to handle a full rollback. The millage rate will decrease from 7.421 to 7.277, which will be an approximate increase of \$105,426.00. Ms. Thompson stated this will be the seventh year out of the last eight years that the City has done a full rollback. She proposed the adoption of the full legal rollback rate of 7.277.

To approve the legal rollback millage rate for 2018 at 7.277, Forms PT-32.1 and PT-38.

*Motion by Dickinson, seconded by L. Bradley.
Passed Unanimously.*

2. R1A Moratorium 90-Day Extension

City Attorney Paul Rosenthal stated that in February of this year Mayor and Council passed a six-month moratorium on R1A Zoning applications and permits. He explained City staff has been working diligently with a retained land planner to address a rewrite of the R1A Zoning classification, but more time is needed. Therefore, he presented a resolution to extend the moratorium for an additional 90 days, so the land planner and City staff can finish the cleanup. Mr. Rosenthal explained that the original six-month moratorium will expire on Monday, August 13, 2018. The resolution will give staff an additional 90 days, until the early part of November 2018, to finalize their work on the rewrite of the R1A Zoning classification.

To adopt the resolution as presented.

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

3. Approval – Out of State Travel for Fire

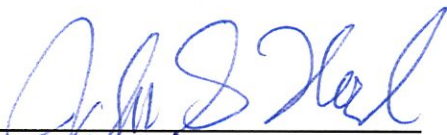
Assistant Fire Chief Bill Owens requested approval to send Fire Marshal R.J. Lott and Captain Jack Armstrong to the National Fire Academy in Emmitsburg, Maryland for a six-day course of Managing Effective Fire Prevention Programs from August 12-17, 2018. He explained that the training was approved last October, but was delayed due to the hurricanes. The only expense will be for their meals totaling \$880.00.

To send Fire Marshal R.J. Lott and Captain Jack Armstrong to the National Fire Academy in Emmitsburg, Maryland, August 12-17, 2018.

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

V. ADJOURN

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



MAYOR



CITY CLERK