

**CITY OF GRIFFIN BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
ONE GRIFFIN CENTER, W. ELMER GEORGE MUNICIPAL HALL
TUESDAY, January 13, 2015**

The Regular Scheduled Meeting of the City of Griffin Board of Commissioners was called to order by Chairperson Ryan McLemore at 6:00 p.m. Those present were Commissioners Doug Hollberg, Cynthia Reid-Ward, Cora Lee Flowers, Joanne Todd, Dick Morrow and Rodney McCord. Also in attendance were City Attorney Andrew Whalen, III, and City Manager Kenny Smith.

Commissioner Hollberg led the Invocation.

Commissioner Flowers led the pledge to the flag.

Approval of Agenda was unanimous on motion/second by Commissioners Morrow/McCord.

SPECIAL ORDERS OF BUSINESS

1. Elect Chairperson for calendar year 2015.
Doug Hollberg was elected Chairperson for calendar year 2015 by acclamation on nomination by Commissioner Morrow.
2. Appointment of Vice-Chairperson for calendar year 2015 by the new Chairperson.
Chairperson Hollberg appointed Commissioner Dick Morrow as Vice-Chairperson.

PRESENTATIONS / DELEGATIONS

3. Recognize Chairperson Ryan McLemore for his service as Mayor of the City of Griffin for calendar year 2014.

Doug Hollberg, 2015 Chairperson, thanked Commissioner McLemore for his diligent service and presented a gavel plaque in appreciation. Commissioner McLemore said it had been a good year, due in large part to a great staff. He enjoyed his year as Chair.
4. Recognize Nellie Parsons, Accountant with the Accounting Department, as the December 2014 "Strongest Link" award recipient.

Chief Financial Officer, Markus Schwab, introduced Chuck Olmstead, Accounting Manager, for the presentation. The nomination for Ms. Parsons was read and she was heralded as an unsung hero, working behind the scenes efficiently and intuitively. Ms. Parsons has shown dedication and motivation as she has risen through the ranks since her initial temporary employment in the Accounting Department years ago. Her accomplishments were noted in detail, and she was presented the "Strongest Link" from last month's recipient, Firefighter Daniel Cowles. She expressed her appreciation.
5. Review Financials for November 2014.

Chief Financial Officer Markus Schwab presented financials, noting particulars, i.e. the insurance premium tax, LOST proceeds and SPLOST residuals. There were no questions.

CITIZEN COMMENTS

There were no citizen comments.

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PUBLIC HEARINGS

6. Receive comments regarding a Special Use Permit to allow a single family dwelling to be constructed at 107 Blanton Ave. submitted by Square Foot Ministries.

Director of Planning and Development, Toussaint Kirk, provided an overview of this Special Use Permit request. The applicant, Square Foot Ministries, is requesting a special use permit to construct a single family home at 107 Blanton Avenue. The subject property is presently zoned HDR-A which requires a special use permit to allow a single family dwelling. The property is currently vacant and underutilized. Square Foot Ministries has completed two new houses in this area in 2014 for first-time homebuyers utilizing the CHIP Grant. There were no citizen comments.

7. Receive comments regarding a request to rezone property located at 708 S. Hill Street consisting of 3.26 +/- acres from Medium Density Residential (MDR) to Low Density Residential-B (LDR-B) submitted by Anita Hoffman.

Toussaint Kirk detailed the background for this application. The applicant's request stemmed from a property owner on Woodland Drive encroaching onto Ms. Hoffman's property with several accessory structures. Ms. Hoffman and the Woodland Drive property owner are in agreement for the sale and purchase of the land in question and, once the property has been rezoned, it will make for an easier transaction for the sale of the property to the encroaching property owner. There were no citizen comments.

8. Receive comments regarding a request to amend the Unified Development Code, of the City of Griffin, Article 12, Section 1213B (9), Historic Character Signs.

Development Services Director Toussaint Kirk stated that, in light of recent developments, he would like to request that this item be tabled, so no public comment was solicited. Some discussion among Commissioners followed regarding building owners who have to agree to licensing, placement of plaque(s) on building expanses, and the need to develop this amendment carefully and thoughtfully.

9. Receive comments regarding amending the boundary to the Downtown Development Authority district.

Kenwin M. Hayes, Executive Director Downtown Development Authority, explained this resolution will benefit business owners in two defined areas: (A) The first bounded on the north by E. Solomon Street, east by 3rd Street, south by E. Taylor Street, and west by 4th Street, and (B) The second bounded on the north by East Central, east by 2nd Street, south by E. Broadway Street, and west by 6th Street. Staff recommends approval. Victoria Williams, 4070 Valley Brook Terrace, College Park, GA 30349 spoke in support.

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CONSENT AGENDA

10. Consider approval of Minutes of the Regular Scheduled December 9, 2014 Meeting.
Motion/second to approve by Commissioners Morrow/Todd carried by a 5-0-1 vote with Commissioner Flowers abstaining since she was not present for the meeting.

REGULAR AGENDA

11. Consider a Resolution making appointment to the office of City Attorney and approving compensation for said position.
Resolution adopted to reappoint Andrew J. Whalen, III as City Attorney on motion/second by Commissioners Todd/Ward.
12. Consider a Resolution making an appointment to the office of Judge of Municipal Court and approving compensation for said position.
Resolution adopted to reappoint William G. Johnston, III as Municipal Court Judge on motion/second by Commissioners Morrow/Todd.
13. Consider a Resolution making appointment to the Office of Municipal Court Solicitor and approving compensation for said position.
Commissioner Morrow stated that Reid Turner, whose term expired 12-31-14, had contacted him and asked that his name be removed from considered.
Resolution adopted to appoint Jessica W. O'Connor as Municipal Court Solicitor on motion/second by Commissioners Morrow/Todd.
14. Consider a Resolution making appointment to the office of Municipal Court Clerk and approving compensation for said position.
Resolution adopted to reappoint Yolanda Walker as Municipal Court Clerk on motion/second by Commissioners Morrow/McLemore.
15. Consider a Resolution making appointment to the office of Municipal Registrar and approving compensation for said position.
Resolution adopted to appoint Teresa A. Watson as Municipal Registrar on motion/second by Commissioners Morrow/McLemore.
16. Consider a resolution appointing Teresa Watson, Executive Secretary to the City Manager, as Assistant Secretary to the Commission.
Resolution approved unanimously on motion/second by Commissioners McCord/McLemore.

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17. Consider Resolution accepting the resignation of Judy Flournoy as an Assistant Open Records Officer and designating Teresa Watson as an Assistant Open Records Officer.

Resolution adopted unanimously on motion/second by Commissioners Morrow/McCord.

18. Consider approving 2015 City of Griffin Board of Commissioners meeting schedule.

Approved unanimously on motion/second by Commissioners McCord/McLemore.

19. Consider a request for a Special Use Permit to allow a single family dwelling to be constructed at 107 Blanton Ave. submitted by Square Foot Ministries.

Request approved unanimously on motion/second by Commissioners Morrow/McCord.

20. Consider a request to rezone property located at 708 S. Hill Street consisting of 3.26 +/- acres from Medium Density Residential (MDR) to Low Density Residential-B (LDR-B) submitted by Anita Hoffman.

Request approved unanimously on motion/second by Commissioners Morrow/Todd.

21. Consider approval regarding a request to amend the Unified Development Code, of the City of Griffin, Article 12, Section 1213B (9), Historic Character Signs.

Motion/second to table by Commissioners Todd/Ward carried unanimously.

22. Consider approval of a revision to the 2014 policy "Naming of Facilities and Erecting Plaques, Monuments and Markers" adding a section that excludes said policy's applicability to City cemeteries.

Approved unanimously on motion/second by Commissioners Todd/McLemore.

23. Consider resolution amending the boundary to the Downtown Development Authority district.

Resolution adopted unanimously on motion/second by Commissioners McCord/Todd.

24. Consider approval, on first reading, of an amendment to the Alcohol Ordinance to include the requirements for the installation of security cameras at those businesses licensed to sell alcohol by the package for off premises consumption.

Some discussion followed regarding the one-time concession of \$500 off the cost of an alcohol license in order to help defray the cost of installing the required camera equipment. Griffin Police Chief Steve Heaton provided an overview of the December 16, 2014 meeting that was held with affected business owners, their responses to the amendment, the grace period of installation, which was deemed to be six months, etc. All parties, he noted, seemed satisfied with the discussions and concessions. Fines and fees will be delineated in the Ordinance. Commissioner

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McCord questioned why only the off-premises sales were targeted for the equipment requirement, and Chief Heaton explained the requirement was in response to a demonstrated need at these type establishments based on history. Commissioner McLemore noted he had been on the fence regarding this issue until he attended the town hall meeting and witnessed the interaction with business owners. Commissioner McCord stated he wanted to ensure all parties had been asked for input on the ordinance change.

Ordinance amendment was approved on motion/second by Commissioners Morrow/McLemore by a vote of 5-2 with Commissioners McCord and Flowers voting in opposition.

25. Consider approval to amend the City of Griffin's General Fund Fiscal Year 2014-2015 Operating and Capital Budget in the amount of \$10,610.00 for the purchase of a Kustom 800 Plus Smart Cart system.

Approved unanimously on motion/second by Commissioners Morrow/McCord.

26. Consider approval to accept a donation of \$10,155.50 from the Firehouse Subs Public Safety Foundation and amend the budget accordingly for the purchase of a Thermal Imaging Camera.

Approved unanimously on motion/second by Commissioners McCord/McLemore.

27. Approve directing MEAG Power to deposit 100% of the City's Off-System sales margins into the City's Flexible Operating Account, Short Term Portfolio for the Power Supply Year 2015.

Approved unanimously on motion/second by Commissioners Morrow/Todd.

28. Approve directing MEAG Power to add \$209,776 per month to the MEAG bill, and deposit \$136,354.40 per month to the New Generation and Capacity Funding Account/Intermediate Extended Maturity Portfolio, and \$73,411.60 to the MEAG Competitive Trust, Short Term Portfolio beginning in January 2015.

Approved unanimously on motion/second by Commissioners Morrow/McCord.

29. Approve the Expedited Enforcement Compliance Order from GAEPD for unpermitted discharges from the City of Griffin's NPDES Nos. GA0020214 and Permit effluent violations from NPDES Permit GA002014 and GA0030791. Entry into consent and pay settlement in amount of \$2,195.00 for the Water and Wastewater Department of the Public Works and Utilities Department.

This discharge occurred in the vicinity of Vineyard Ridge Drive, noted Mr. Smith.

Approved by unanimous vote on motion/second by Commissioners Morrow/Todd.

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30. Consider approval of a Resolution, in accordance with the Georgia Election Code and State Election Board, to call for a Municipal Election for Districts 2, 4 and At-Large, on Tuesday, November 3, 2015, and to establish a qualifying fee in accordance with Georgia Elections Code and Rules of the State Election Board, Section 21-2-131 in the amount of \$403.20.

Approved unanimously on motion/second by Commissioners Todd/McLemore.

31. Appoint one Commission member to the Board of Health. The term of Commissioner Dick Morrow expired on 12/31/2014.

Reappointment of Vice-Chairperson Dick Morrow was unanimous on motion/second by Commissioners McCord/McLemore.

32. Appoint one (1) member (Chairperson or designee) to the Griffin Spalding Chamber of Commerce Board of Directors. The term of Commissioner Dick Morrow expired 12/31/14.

Chairperson Doug Hollberg reappointed Vice-Chairperson Dick Morrow to serve.

33. Appoint four (4) members to the Downtown Development Authority. The terms of Otis Blake, III, Daniel Searcy, Daa'ood Amin and Joey Scanlon expired 12/31/2014.

Reappointment of Otis Blake, III, Daniel Searcy, Daa'ood Amin and Joey Scanlon by unanimous vote on motion/second by Commissioners Morrow/McCord.

34. Appoint three (3) members to Environmental Council whose initial one-year terms expired 12/31/2014, to include Jay Averett, Bettye Bogue Jones and Amanda Slade.

Reappointment of Bettye Bogue Jones and appointment of Melissa Tober and Frank Harris was unanimous on motion/second by Commissioners McCord/McLemore.

35. Appoint one Commission member to the Griffin Downtown Council. The term of Commissioner Doug Hollberg expired on 12/31/14.

Reappointment of Chairperson Doug Hollberg unanimously on motion/second by McCord/McLemore.

36. Appointment of one post member (Post 9) to Griffin-Spalding Airport Authority. The term of Post 9 member Ron Alexander expired 12/31/2014.

Reappointment of Ron Alexander was unanimous on motion/second by Commissioners Morrow/Todd.

37. Appoint three (3) members to the Griffin-Spalding Development Authority. The terms of Ryan McLemore (Chairperson or designee), Alton Knight, and Chuck Copeland expired on 12/31/2014.

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Chairperson Hollberg will serve; reappointment of Chuck Copeland and appointment of William (Bill) Thielemann was unanimous on motion/second by Commissioners Morrow and Todd.

38. Appoint one (1) Commission member to the Griffin-Spalding E-911 Board. The term of Commissioner Cora Flowers (Chairperson or designee) expired on 12/31/14.

Chairperson Hollberg reappointed Commissioner Cora Flowers.

39. Appoint two (2) members to the Griffin-Spalding Hospital Authority. The terms of Ex-Officio Commission member Rodney McCord and Charles Heggie and expired on 12/31/2014.

Reappointment of Commissioner McCord as annual commission appointee by a unanimous vote and appointment of Dr. Theresa Buchanan for a four-year term by a vote of 4-3 with Commissioners Morrow, Hollberg, McLemore and Todd voting for Dr. Buchanan, and Commissioners McCord Ward and Flowers voting for Charles Heggie.

40. Appoint three (3) members to the Historic Preservation Commission. The terms of Doug Krepps, Jim Ogletree and Matthew Rahn expired on 12/31/2014.

Reappointment of Doug Krepps and Jim Ogletree for three-year terms and the third appointment will be made on a future agenda, approved unanimously on motion/second by Commissioners Morrow/McCord.

41. Appoint three (3) members to the Griffin Housing Authority. The terms of Jean Miller, Gloria Pine (resident appointee) and Commissioner Cynthia Reid Ward (Commission appointee) expired on 12/31/2014.

Reappointment of Jean Miller and Gloria Pine for five-year terms and Commissioner Ward as annual appointee was unanimous on motion/second by Commissioners McCord/Morrow.

42. Appoint three (3) members to the Griffin Main Street Advisory Board. The term of Chairperson (or designee), and Christy Brooks, Business/Property Owner, expired 12/31/2014. Jean Brumagin, At-Large Member, has resigned.

Reappointment of Commissioner Ward to serve the annual appointment by Chairperson or designee and appointment of Vera McIntosh as At-Large Member was unanimous on motion/second by Commissioners McCord/McLemore. Appointment of Marcus Allen as Downtown Business Owner unanimously on motion/second by Commissioners McCord/Morrow.

43. Appoint Pension Committee representatives. Chairperson of the Commission or designee. Employee Representative and Retiree Representative as required by the Georgia Municipal Employees System (GMEBS) pension plan. Terms of Employee

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Representative Connie Hendrix and Retiree Representative David Weldon expired 12/31/2014.

Chairperson Hollberg will serve an annual appointment and reappointment of Connie Hendrix and David Weldon was by unanimous vote on motion/second by Commissioners Morrow/McLemore.

44. Appoint three (3) members to the Planning and Zoning Board. The terms of David Brock (District 4), Jim Hill (District 5) and Neal Baldwin (City At-Large) expired on 12/31/2014.

Reappointment of David Brock, District 4; Jim Hill, District 5; and Neal Baldwin, At-Large, made by their respective commissioners.

45. Appoint three (3) members to the Spalding County Collaborative Authority for Families and Children. The terms of Sgt. Sam Parks (City Law Enforcement), Eula Redding (City Consumer Family Services At-Large) and City Commissioner Doug Hollberg expired 12/31/14.

Appointment of Commissioner Ward as annual commission appointee and Morris Pike as City Law Enforcement, and reappointment of Eula Redding as City Consumer Family Services At-Large approved unanimously on motion/second by Commissioners McLemore/Todd.

46. Appoint one (1) non-public member to the Three Rivers Board of Directors. The term of citizen appointee Charles Jones expired on 12/31/14. This is a rotating appointment (between City and County).

Chairperson Hollberg will serve as the commission appointee and reappointment of Charles Jones as citizen appointee was approved unanimously on motion-second by Commissioners Morrow/Todd.

47. Appoint two (2) members to the Three Rivers Area Agency on Aging Advisory Council. These are new appointments requested by the Three Rivers Regional Commission.

Tabled by unanimous vote on motion/second by Commissioners Todd/McCord.

48. Appoint four (4) members to the Griffin-Spalding Area Transportation Committee. The terms of Commissioners Dick Morrow and Doug Hollberg (Commission appointees) expired on 12/31/14. Terms for the City-at-Large appointees, Neal Bonds and Michelle Cannon, expired 12/31/14. The terms of Ex-Officio Fire Chief (designee James Clinkscales) and Ex-Officio Police Chief (designee Donald Britt) expired 12/31/14. Public Safety Director desires to appoint as Ex-Officio Fire Chief (or designee) Mitchell Cardell and reappoint as Ex-Officio Police Chief (or designee) Donald Britt.

Reappointment of Chairperson Hollberg and Vice-Chairperson Morrow as commission appointees, Neal Bonds and Michelle Cannon as city at-large

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appointees, and Donald Britt as Ex-Officio Police Chief designee, as well as appointment of Mitchell Cardell as Ex-Officio Fire Chief designee, was unanimous on motion/second by Commissioners McCord/Morrow.

49. Appoint one (1) member (Chairperson or designee) to the Workforce Investment Council. The term of City Commissioner Ryan McLemore expired on 12/31/14.

Chairperson Hollberg will serve on this Council by position.

50. Consider approval to enter into Executive Session pursuant to O.C.G.A. Section 50-14-3(b), for the purpose of deliberating or discussing the acquisition of real estate.

Motion/second to enter Executive Session by Commissioners McLemore/McCord at 7:11 p.m. carried unanimously.

Motion/second to adjourn Executive Session and reconvene to Open Meeting at 7:31 p.m. by Commissioners McCord/Todd carried unanimously.

CITY MANAGER'S REPORT

The City Manager asked for a head count of Commissioners who might need a golf cart for the Martin Luther King, Jr. Day Parade this coming Monday, January 19. He reminded this would be a holiday for the City. He also reminded Commissioners of the GMA Mayors' Day Conference to be held in Atlanta, January 23-26, and the Griffin Police Department "Meet and Greet" session to be held at Fairmont Community Center on January 26. Mr. Smith provided an update on the resignation of Citizen Engagement Specialist, Alvin Huff, whose last day with the City of Griffin will be January 30, 2015 and whose skill set will be sorely missed. There will be a search to fill this much-utilized position for the City.

CITY COMMISSIONER COMMENTS

Vice-Chairman Morrow noted that the Georgia State Legislature is contemplating raising transportation dollars by taking away fuel taxes from the local jurisdictions and funneling to the state. He felt this was a serious issue that could have far-reaching ramifications.

Chairman Hollberg commended the Archway meeting today and the development of an MOU for a partnership between the City, County and School System, with the University System of Georgia Board of Regents and its Partners, effective July 1, 2015. The buy-in for each of the three Spalding governmental entities will be \$20,000 for a collective total of \$60,000. UGA shall provide an Archway professional with community concurrence that will be embedded in the community. Commissioner Todd asked about the limited Commission representative in this process. This MOU, with all pertinent details, will be on a future agenda for the Commission's consideration.

ADJOURN

Meeting was adjourned at 7:38 on motion/second by Commissioners McCord/Todd.