

**CITY OF GRIFFIN BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
ONE GRIFFIN CENTER, W. ELMER GEORGE MUNICIPAL HALL
TUESDAY, February 10, 2015**

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

Pledge of Allegiance by Pack 2, Webelo Scouts from First Baptist Church, led by Brad Glass. They were present as part of a requirement to work on their citizenship badges.

Invocation by Chairperson Hollberg.

Approval of Agenda – Approved unanimously on motion/second by Commissioners Morrow/McLemore.

PRESENTATIONS / DELEGATIONS

1. Consider a Joint Proclamation with Spalding County declaring the week of February 16-20, 2015 to be “Small Business Week.”

Bonnie Pfrogner and David Brock from the Chamber of Commerce were in attendance to accept the Proclamation from Commissioner Dick Morrow who read and presented. Spalding County will approve at their next upcoming meeting on Monday, February 16 to complete the Joint Proclamation.

Approved 7-0 on motion/second by Commissioners Morrow/McLemore.

2. Consider Proclamation declaring February 20, 2015 to be “Arbor Day 2015.”

Frank Harris was in attendance to receive the Proclamation that was read and presented by Commissioner Joanne Todd.

Approved 7-0 on motion/second by Commissioners McCord/McLemore.

3. Recognize Frank Carrington, with the Solid Waste Department, as the January 2015 “Strongest Link” award recipient.

Phill Francis, Director of Central Services, presented the Strongest Link award to Frank Carrington, who has worked for the City for 36 years, displays all the best qualities in an employee and is very deserving. He truly loves the City and its citizens. This very special employee is loyal, always ready for any task with a smile, and a true asset to the Solid Waste Department. Mr. Carrington is the epitome of all that this award represents. Nellie Parsons, the January recipient of the Strongest Link award presented the chain to Mr. Carrington.

4. Review Financials for December 2014.

Chuck Olmsted provided an overview in the absence of Markus Schwab. He reported the overall financial outlook as good and healthy at this point in the fiscal year. There were no questions.

CITIZEN COMMENTS

There were no citizen comments.

PUBLIC HEARINGS

5. Consider the reading of a conflict of interest statement regarding the City of Griffin’s Community Development Block Grant (CDBG) 2015 Public Facility Grant awards. Planning and Development Director Toussaint Kirk read the following into the record.

“The City of Griffin is a Community Development Block Grant applicant for 2015 Public Facility Grant in an amount not to exceed \$500,000.00. 24 CFR Part 85, §85.36(b)(3) states in relevant part ‘No employee, officer or agent of a grantee or sub-grantee shall participate in the selection, or in the award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.’

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Commissioner Douglas S. Hollberg, prior to the submission of an application for the grant being considered, has publicly disclosed he, or related persons and/or entities controlled or managed by him, owns one or more tracts of real property within the 2015 CDBG Target Area and has voluntarily recused himself from any further involvement regarding the CDBG application, and, if awarded, its funding or grant administration. In addition, Commissioner has disclaimed any involvement in the process of selecting the target area for the application. The City of Griffin will petition the Georgia Department of Community Affairs, which administers the CDBG program, to issue an exception for the conflict of interest held by Commissioner Hollberg. If the exception is granted, Mr. Hollberg will continue to abstain from participating in or voting on any issue relating to the 2015 CDBG due to his conflict of interest.

CDBG projects must benefit at least 70% low-to-moderate income persons, aid in the prevention of slum and blight, and meet a community need of particular urgency, i.e. in this case, rehabilitating public water and sewer infrastructure. The 2015 Target Area has been identified through studies as one of the most blighted neighborhoods in the City of Griffin with an inordinately large percentage of housing in rental occupancy. The 2015 CDBG Target Area was selected by the Project Engineer, Public Works Department, and Community Development Department, with guidance from the City's Grant Writing Specialist. The members of the Board of Commissioners played no role in its selection.

Georgia DCA regulations pertaining to CDBG administration require the City advertise and conduct this Public Hearing for the purpose of obtaining citizen involvement in order to complete their review of the City's request for an exception. Persons interested in commenting upon the grant of an exception may do so at this time."

The following Public Notice display ad was published in the Griffin Daily News on January 30 and February 6, 2015, posted at City Hall and website, and distributed to news media.

"Public Notice

The Board of Commissioners of the City of Griffin, Georgia will conduct a public hearing during the regular meeting to be held on Tuesday, February 10, 2015 at 6:00 p.m. in the W. Elmer George Municipal Hall, 2nd Floor, One Griffin Center, 100 S. Hill Street, Griffin, Georgia, for the purpose of receiving comments concerning a public disclosure of conflict of interest by Commissioner Douglas S. Hollberg arising from his ownership of real property situated in and affected by the infrastructure improvements (water and sewer rehabilitation) to be funded by 2015 Community Development Block Grant, if awarded to the City. Commissioner Hollberg has voluntarily recused himself from any participation or votes affecting this project or the funding thereof. The affected real property owned by Commissioner Hollberg is a tenant rental located at 419 E. Tinsley Street. Persons interested may appear and comment at the hearing.

It is the policy of the City of Griffin to ensure that communications with members of the public with disabilities are as effective as communications with others. The City will furnish appropriate accommodation where necessary to afford an individual with a disability an equal opportunity to participate in, and enjoy the benefits of, any program, service, or activity conducted by the City. In determining what type of accommodation is necessary, the City will give primary consideration to the request of the individual with disabilities. If you require accommodation, please contact Miles Neville, ADA Coordinator, (770) 229-2923 or by email to mneville@cityofgriffin.com."

The following letter from Commissioner-at-Large Douglas S. Hollberg dated 1-26-15 was sent to the Georgia Department of Community Affairs regarding this disclosure of conflict for the City's FY 2015 CDBG Water and Sewer Improvement Project.

There were no comments in response to Director Kirk's reading of the statement.

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Planning & Development Services
Planning & Zoning | 100 S. Hill Street - P.O. Box T | Griffin, GA 30224
P 770.233.4130 F 770.233.2915 W www.cityofgriffin.com

January 26, 2015

Mr. Steed Robinson, Director
Office of Community Development
Georgia Department of Community Affairs
60 Executive Park South, NE
Atlanta, GA 30329

Re: City of Griffin, Georgia FY2015 CDBG Water & Sewer Improvement Project
Disclosure of Conflict of Interest

Dear Mr. Robinson:

This letter is to address the Conflict of Interest regulations required by the Community Development Block Grant Program. I am a City Commissioner of the City of Griffin, and I own the following rental property in the City's proposed FY2015 CDBG Target Area:

- 419 E. Tinsley Street

Pursuant to the Code of Griffin, Georgia, Sec. 2-78(d), I am making written disclosure of this conflict and agree to abstain from voting on any issues related to or concerning this project. At the hearing scheduled for the February 10, 2015 City Commission meeting, I will publicly disclose the conflict of interest regarding my property ownership in the CDBG Target Area and recuse myself before the Commission from voting on any CDBG-related matter. Please be advised that I will abstain from voting on all future issues concerning this project, if funded.

Further, I was not involved in the selection of the proposed CDGB Target Area. The Project Engineer, the Public Works Department, and the Grant Administrator determined the project Target Area based on the severity of need.

If you have any questions, please contact me or City Manager Kenny Smith.

Sincerely,

A handwritten signature in black ink, appearing to read "D. S. Hollberg".

Douglas S. Hollberg
Commissioner-at-Large

Cc: Kenny L. Smith, City Manager

CONSENT AGENDA

6. Consider approval of Minutes of the Regular Scheduled Meeting of January 27, 2015.
Approved by vote of 6-0-1 on motion/second by Commissioners Morrow/Todd with Commissioner Flowers abstaining since she was not present.
7. Consider approval of Minutes of the Workshop of January 27, 2015.
Approved by a vote of 5-0-2 on motion/second by Commissioners Morrow/Todd with Commissioners Flowers and McCord abstaining as they were absent.

REGULAR AGENDA

8. Consider approval to amend the City of Griffin's Fiscal Year 2014-2015 General Fund Operating and Capital Budget by appropriating \$1,581.00 to revenue under Contributions &

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Donations, and appropriating \$700.00 to Advertising and \$881.00 to Printing & Binding for Citizens Engagement activities promoting city outreach.

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

9. Consider for approval the purchase of 12 (twelve) four-yard commercial front-load, 12 (twelve) six-yard commercial front-load, 10 (ten) eight-yard commercial front-load, and 4 (four) thirty-yard open-top containers for use in the Commercial Collections Division of the Solid Waste Dept. from Wastequip Inc, the NJPA and State of GA. approved vendor for the total purchase price of \$42,266.12.

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

10. Consider the approval of awarding the bid of \$33,809.24 for the undercarriage overhaul of the D155 Komatsu Dozier operated at the Shoal Creek Landfill to Tractor & Equipment Company, the most responsive bidder.

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

11. Consider approval of the purchase of one set of TNT Extrication Tools (Jaws of Life) in the amount of \$22,872.00 from Ten-8, and amend the budget accordingly.

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

12. Consider approval of a Resolution approving the Bond Resolution of the Griffin-Spalding County Airport Authority authorizing the issuance of up to \$7,000,000.00 in aggregate principal amount of Griffin-Spalding County Airport Authority Revenue Bonds, Series 2015; authorizing execution of an Intergovernmental Agreement among Spalding County, City of Griffin, and the Authority; and authorizing the Chairperson and other officers of the City to take actions necessary for the Authority to issue and deliver its Revenue Bonds.

Mr. Whalen noted the Bond Resolution was passed by the Airport Authority and by Spalding County. There was an initial intergovernmental agreement entered into on August 12, 2014 between the City, the County and the Airport Authority that provided for joint funding of a new general aviation airport and set forth provisions for services. He explained that the City would cover the debt service payments for the first three (3) years, and Spalding County will reimburse to the City one-half of the payments made by the City during the first three (3) years over the remainder of the term of the agreement. A copy of the Bond Resolution and all associated documents shall be attached to, and become a part of, these official minutes.

Approved 6-0-1 on motion/second by Commissioners Todd/McLemore with Vice Chairman Morrow abstaining as he recused himself from consideration of the item due to a possible conflict, explaining he had a relative who owns property in the area being proposed for the new airport.

13. Consider the approval of a Task Order Form to Paragon Consulting Group for the construction management of Intersection #1 (N. Hill St / N. 6th St.) of the 2008 SPLOST in the amount of \$52,380.00 for the Public Works and Utilities Department.

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

14. Consider the approval of a professional services agreement with Governmental Enterprises for the recovery of state sales tax for the Public Works and Utilities Department.

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

15. Appoint one (1) member to the **Historic Preservation Commission**. The term of Matthew Rahn expired on 12/31/14.

Robert Sullins was nominated by Commissioner Morrow. Motion/second to close nominations by Commissioners Todd/McLemore, and Mr. Sullins was appointed by acclamation.

16. Consider Resolution urging the Georgia General Assembly and our local delegation to strongly oppose any bill, provision or measure to reallocate local sales tax funding from local governments to the state of Georgia and to further urge they not approve any provision of a transportation bill that authorizes double taxation of municipal residents.

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

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17. Consider updated Resolution making appointment to the office of Municipal Court Clerk to make correction to approved compensation for said position.

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

18. Consider approving Resolution to Appoint a Municipal Court Solicitor for the City of Griffin, revised to clarify compensation.

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

19. Consider approving Resolution to Appoint an Assistant Municipal Court Solicitor for the City of Griffin, to serve in the absence of Municipal Court Solicitor.

Approved the recommendation of Elizabeth M. Pool by the Municipal Court Solicitor Jessica W. O'Connor unanimously on motion/second by Commissioners Morrow/McLemore.

CITY MANAGER'S REPORT

Mr. Smith noted the Archway signing would be held this Thursday at 9:30 at the Welcome Center. He had no further comments but felt the Annual Goals Workshop today was productive.

CITY COMMISSIONER COMMENTS

Commissioner Todd felt it was an exciting time in Griffin with the advent of the new airport and other improvements to quality of life issues.

Commissioner McCord thanked everyone who contributed to the Annual Goals Workshop today; he thought it was beneficial and hoped it would be constructive.

Commissioner McLemore thanked staff and everyone involved with the Workshop as well. He appreciated all the effort that went into the session.

Commissioner Morrow echoed thanks to staff and management for the impressive work done in putting together the goals workshop. Much thought and work went into the effort.

Chairman Hollberg thanked everyone as well and also felt the day was productive. To look at accomplishments and better define goals is a valued exercise.

ADJOURN

Unanimous to adjourn on motion/second by Commissioners Todd/McCord at 6:33 p.m.