

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

Chairperson Doug Hollberg presided, calling the meeting to order at 6:00 p.m. Commissioners attending included Dick Morrow, Ryan McLemore, Cynthia Reid-Ward, Cora Flowers, Joanne Todd and Rodney McCord. Also present were City Manager Kenny L. Smith, City Attorney Andrew Whalen, III, and Teresa Watson to record minutes.

Pledge of AllegianceCommissioner Morrow
Invocation Chairman Hollberg

Approval of Agenda
Motion/second by Commissioners Morrow/Todd to approve carried by a vote of 7-0.

PRESENTATIONS / DELEGATIONS

- 1. Recognize Drew Jackson, Sergeant with the Police Department, as the September 2015 "Strongest Link" award recipient. *Police Chief Steve Heaton will address.*

Chief Heaton recognized Sergeant Drew Jackson for his compassion and caring for others, going over and above his duties, particularly in this case of assistance for a mother whose daughter died. She not only had lost a child but had other issues, as well, and Sgt. Jackson, without knowledge or fanfare, took it upon himself to go and do some much-needed chores around the home and yard and provide assistance to the mother with getting possessions of the daughter’s returned to her. This mother wanted to recognize Sgt. Jackson and sent an email to the Police Department commending him for his caring and service, a feeling shared by others and by Lt. Mike Richardson who nominated him for the Strongest Link award. Sgt. Jackson thanked the Board, the Police Department and his colleagues for the opportunity to serve and for the environment that fosters such actions.

- 2. Review Financials for August 2015. *Chief Financial Officer Markus Schwab will address.*

Mr. Schwab reviewed different aspects of the financial statements and answered questions. Commissioners noted the financials looked pretty good. Mr. Schwab noted the end of year for 2014-2015 figures are pretty well settled, and this financial statement represents two months into the current fiscal year. There have been significant strides in the area of finance for the City and auditors recently completed their field work here for this past year.

CITIZEN COMMENTS

At this time, the Chairperson opens the floor to comments from the audience. Comments should relate to a specific agenda item, not listed on the agenda for a Public Hearing, or to a concern within the jurisdiction of the City. Commission meetings serve the purpose of conducting city business and are not a forum for the unlimited expression of opinion. The Chairperson reserves the right to limit comments to matters germane to city business and may refer speakers to the City Manager or other staff for resolution.

There were no comments forthcoming.

PUBLIC HEARINGS

Public Hearings are conducted to allow public comment on specific advertised issues such as rezoning, ordinances, policy development, operating budgets and other legislative actions to be considered by the City Commission.

- 3. Public Hearing to accept comments on a revision of the City's current Sign Regulations, found in Article 12 of the Unified Development Code of Griffin, Georgia. *Development Director Toussaint Kirk will address.*

City Attorney Drew Whalen said further revisions to this Sign Ordinance were made after the City Commission workshop a couple of weeks ago. Since that time, a conference that he attended also addressed some of these same issues. National experts did presentations that were very beneficial, and it reinforced his feeling that this revised Sign Ordinance agrees with most of the experts’ assessments. He felt the jurisdiction could put a limitation on the number of signs, but he questioned how one might reconcile that with this opinion. One expert felt you could place a number, such as 5 to 7 rather than the current 3, in the Ordinance, and this is addressed in Section 1210(b)(2). A couple of other things were try to put the City’s reasons or rationale for the Sign Ordinance within the ordinance itself, as well as looking at the permit procedure. Dragging or delaying the permit process too long may be construed as a deliberate attempt to thwart the permitting process and may be viewed negatively in

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that regard. Some discussion followed on animated or illuminated signs in the City, particularly in historic downtown districts, as well as properties with entrances on more than one side.

There were no public comments.

CONSENT AGENDA

4. Consider approval of the Minutes of the September 22, 2015 City Commission Workshop and the Regular Schedule Meeting.

Motion/second by Commissioners Morrow/Reid-Ward to approve carried by a vote of 7-0.

REGULAR AGENDA

5. Consider approval of an Ordinance amending the Unified Development Code of the City of Griffin, GA at Article 12, SIGNS, by repealing the current ordinance and adopting a comprehensive revision of sign regulations in lieu thereof. *City Attorney Drew Whalen will address.*

Motion/second by Commissioners Morrow/Reid-Ward to approve carried by a vote of 7-0. Commissioner Morrow verified that if additional changes are made between this first reading and second reading on a subsequent agenda, the approval process will not have to start over.

6. Consider approval of Agreement for administrative services between the City of Griffin and the Griffin Housing Authority for the NSP 1 and NSP 3 grant awards. *Toussaint Kirk, Director of Planning & Development will address.*

Mr. Kirk detailed this highly anticipated transition for administrative services by the Housing Authority from the Land Bank Authority.

Motion/second by Commissioners Morrow/Reid-Ward to approve agreement carried 7-0.

7. Consider the purchase and installation of Model 3295, 14x15 red powder-coated bay doors with two sections of glass for the three rear bays at Fire Station #1 on North Hill Street. Installation to be completed by Coles Overhead Doors at a cost of \$6914.00 per door, for a total of \$20,742.00.

Motion/second by Commissioners Reid-Ward/Todd to approve purchase carried by a vote of 7-0.

8. Consider approval to hire Four Seasons Cable Construction to relocate the City's fiber optics and related equipment at Griffin #1 Substation in the amount of \$16,192.68. *Electric Director Bill Bosch will address.*

Motion/second by Commissioners McCord/Reid-Ward to approve such hire carried 7-0.

9. Consider approval of a Resolution/Budget Amendment to amend the City of Griffin Fiscal Year 2016 Operating and Capital budget in the amount of \$13,540 (\$8,340 for Technical Services and \$5,200 for Line Construction) in the Electric Utility Fund for the purchase of a Revolution PQ Recorder and Dump Trailer, respectively. *Chief Financial Officer Markus Schwab will address.*

Motion/second by Commissioners McCord/Reid-Ward to approve Resolution and Budget Amendment as presented carried by a vote of 7-0.

10. Consider formal recognition of WalMart Community Grant in the amount of \$1,000 for the purchase of a pole surveillance camera system and approval of Resolution/Budget Amendment to amend the City of Griffin Fiscal Year 2016 Operating and Capital budget in the amount of \$1,000 for Police Department Criminal Investigation Division in General Fund. *Chief Financial Officer Markus Schwab and Police Chief Steven Heaton will address.*

Motion/second by Commissioners Reid-Ward/Morrow to approve grant acceptance carried 7-0.

11. Consider approval to award the purchase of eight (8) Dodge Charger police vehicles to Akins Ford DJC under statewide contract SPD-ES40199409 in the amount of \$202,238.00 (\$25,279.75 each) for Police Department Uniform Patrol Division. Approve additional equipment and installation by TransComm Services in the amount of \$14,700.00 (\$1,845.00 each) and declare surplus the following units:

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- unit 227, a red 2001 Dodge Intrepid with excessive mileage and mechanical issues (VIN: 2B3HD46V63H521436)
- unit 265, a black & white 2001 Dodge Intrepid with excessive mileage and mechanical issues (VIN: 2B3HD46R21H716952)
- unit 290, a gray 2001 Dodge Intrepid with excessive mileage and mechanical issues (VIN: 2B3HD46V44H702584)
- unit 206, a blue 2001 Dodge Intrepid with excessive mileage and mechanical issues (VIN: 2B3HD46R51H658044)
- unit 218, a gray 2003 Dodge Intrepid with excessive mileage and mechanical issues (VIN: 2B3HD46V94H702533)
- unit 280, a black & white 2003 Dodge Intrepid with excessive mileage and mechanical issues (VIN: 2B3HD46V62H291587)
- unit 235, a black & white 2001 Dodge Intrepid with excessive mileage and mechanical issues (VIN: 2B3HD46R21H658065)
- unit 228, a blue 2001 Dodge Intrepid with excessive mileage and mechanical issues (VIN: 2B3HD46R51H658058)

Director of Central Services Phill Francis and Police Chief Steven Heaton will address.

Motion/second by Commissioners Todd/Reid-Ward to approve vehicle/equipment purchases as presented carried by a vote of 7-0.

12. Consider approval to amend the City of Griffin Fiscal Year 2016 Operating and Capital budget in the amount of \$5,940 for the purchase of a refrigerated Sampler at Potato Creek Wastewater Treatment Plant in Water Wastewater Utility Fund. *Chief Financial Officer Markus Schwab will address.*

Motion/second by Commissioners Reid-Ward/McLemore to approve amendment to provide for purchase of the refrigerated sampler carried by a vote of 7-0.

13. Consider an Annual Agreement with the Griffin Tennis Association (GTA) for the use of the City Park Tennis Courts for league play and tennis tournament play for the Public Works and Utilities Department. *Deputy Director Chris Walker will address.*

Motion/second by Commissioners Reid-Ward/Todd to approve the GTA Agreement carried 7-0.

14. Consider the approval of Bid and Work Contract to McLeroy Equipment, LLC for the Construction Work for Intersection Improvements and Signal Upgrades Phase I and Phase II CSSTP-008-00 (237) & CSSTP-008-00 (238) in the amount of \$2,082,014.20 for the Public Works and Utilities Department. *Deputy Director of Public Works Chris Walker will address.*

Motion/second by Commissioners Morrow/McLemore to approve contract to McLeroy Equipment as presented carried by a vote of 7-0.

15. Consider approval to bring Unit #1165 from surplus inventory, previously declared surplus from the Electric Department, and reassign to the Stormwater Department. Also consider approval of \$4,450.00 to put a 14-foot used flat bed on its frame and surplus Unit #1117 for the Stormwater Department of the Public Works and Utilities Department. *Brant Keller, Director of Public Works and Utilities, will address.*

Motion/second by Commissioners McCord/Reid-Ward to approve request to bring Unit #1165 from surplus, make alterations to same, and surplus Unit #1117 for Stormwater carried 7-0.

16. Consider approval of bid award to replace the water distribution maintenance shop roof at 700 Beck Street to Absolute Construction and Remodeling LLC in the amount of \$26,500.00 for the Water and Wastewater Department of the Public Works and Utilities Department. *Director of Public Works and Utilities Department Brant D. Keller will address.*

Motion/second by Commissioners Morrow/Todd to approve bid award to Absolute Construction and Remodeling for water distribution maintenance shop roof replacement carried 7-0.

17. Consider authorizing the Griffin Spalding Airport Authority to approve Work Authorization No. Twenty-One (21) - Airport Land Release Assistance Services - Phase 2, on behalf of the City of Griffin and authorize reimbursement for services in the amount of \$15,160.00 to consultant, Michael Baker

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International, Inc. for the City Golf Course property, and amend the budget accordingly. *City Manager Kenny Smith and Griffin-Spalding County Airport Authority Chairman Dick Morrow will address.*

Mr. Morrow said this request tonight was merely to confirm that the City would authorize reimbursement for services in the amount of \$15,160 for the property that encroaches on the golf course. They were told originally the City would need to pay rent on the tiny parcel where the City sign was located, and the City wisely decided to move the pedestal signs. This would allow them to proceed with acquiring this parcel which is needed for the City Golf Course.

Motion/second by Commissioners Morrow/Todd to approve carried by a vote of 7-0.

18. Consider redirection of \$2500 from City Manager Contingency to Professional Fees to fund upcoming Employee Benefit event and approve Budget Amendment accordingly. *City Manager Kenny Smith will address.*

Motion/second by Commissioners Reid-Ward/McLemore to approve redirection carried 7-0.

19. Consider the cancellation of the December 22, 2015, Board of City Commissioners Workshop and Regular Meeting. *City Manager Kenny Smith will address.*

Motion/second by Commissioners McCord/Flowers to approve cancelling the December 22, 2015 City Commission meeting carried 7-0.

20. Pursuant to O.C.G.A. Section 50-14-2(1) and Section 50-14-3(6), consider entering Executive Session for the purpose of discussing pending/potential litigation and deliberating or discussing the evaluation of personnel, respectively.

Chairman Hollberg noted he wanted to proceed with City Manager Comments and Commissioner Comments before entering Executive Session. All agreed.

CITY MANAGER'S REPORT

He congratulated Sgt. Jackson on his recognition tonight and noted that Sgt. Joe Hudson, who was recognized for heroism earlier this year, has been chosen for the Governor's Public Safety Award for ceremony on Monday, December 14, 2015.

Note for the Intergovernmental Retreat: Dates have changed to February 4-5, 2015.

The GMA Mayors Conference dates are January [22-24, 2016](#).

[The City will](#) schedule our City Goals Workshop after the Intergovernmental Retreat on February 4-5.

CITY COMMISSIONER COMMENTS

Chairman Hollberg – He wondered if the swearing in ceremony, which would probably have been scheduled for the December 22, 2015 meeting normally, would be rescheduled because of this cancellation.

He also noted that the Thomas Park ribbon cutting was held today and was a very nice dedication ceremony with members of the Thomas family present, along with Commissioners, staff and visitors.

The Chairman will be present at The Rock Ranch tomorrow, and he thanked all for their work at this week's Spalding County Kiwanis Fair.

Executive Session

Motion/second by Commissioners Morrow/Todd to enter Executive Session at 6:33 pm carried 7-0.

Motion/second by Commissioners to adjourn Executive Session and reconvene Open Meeting at 7:35 pm carried 7-0.

Motion/second by Commissioners Morrow/Reid-Ward to authorize the City Manager to engage The Georgia Association of Chiefs of Police to provide assessment center services to the City of Griffin with respect to the selection of a Police Chief at a cost not to exceed \$8000 and further to amend the budget accordingly. Motion carried 7-0.

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ADJOURN

Motion/second by Commissioners Todd/Flowers to adjourn at 7:37 pm carried 7-0.

Respectfully Submitted,

Kenny L. Smith, City Manager/Secretary

Accepted:

Douglas S. Hollberg, Chairperson