

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

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Chairperson Doug Hollberg presided, calling the meeting to order at 6:00 p.m. Commissioners attending included Cynthia Reid-Ward, Dick Morrow, Ryan McLemore, 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 Allegiance Commissioner Morrow
Invocation Chairman Hollberg
Approval of Agenda

Motion/second to amend the agenda and add as Item #18: Consider approval of Property Lease Agreement with the Griffin-Spalding County Airport Authority for the triangular, 156-square foot, parcel for sign placement, by Commissioners Morrow/Todd carried by a vote of 7-0.

PRESENTATIONS / DELEGATIONS

1. Recognize Jason Crane, Lead Engineering Technician with the Electric Department, as the October 2015 "Strongest Link" award recipient. *Electric Department Director, Bill Bosch will address.*

Mr. Crane has been with the City since 2004 and in the Technical Services Department for just over a year. He is very diligent and delivers more than is expected every day. He is a fixture in the community and comes through every time something is needed. Commissioner Morrow said his building has a new tenant and needed some 480 power. Jason came out to make it happen with a new transformer, took charge and made things happen quickly. Safety is, of course, his number one objective but customer service ranks highly with him, too, noted Mr. Bosch.

2. Recognize the 2015 Leadership Development Institute Graduates. *Human Resources Director, Miles Neville and Fire Chief Tommy Jones will address.*

Mr. Neville said this was the most interactive group for this seventh year of Leadership Development. They tried some new things during the curriculum, i.e. building financial wealth, the boss from hell, human resources, marginal employees, success principles, and a new one called "Peer Yesterday, Leader Today." Program participants included employees from the City of Griffin and from Spalding County, as well. Mr. Neville and Fire Chief Tommy Jones handed out shirts and certificates.

3. Consider Proclamation declaring November 2015 to be National Hospice Palliative Care Month as requested by Homestead Hospice. *Kenny Smith will address.*

Motion/second to approve Proclamation declaring November 2015 to be National Hospice Care Month by Commissioners Morrow/McLemore carried 7-0. Commissioner McCord read and presented the Proclamation to Steve Trawick on behalf of Homestead Hospice. Mr. Trawick thanked the Board for this recognition.

4. Recognize the City of Griffin Police Department and Mr. Eddie Bogan, Certification Manager, for obtaining State Re-certification by the Georgia Association of Chiefs of Police State Certification Commission. *Police Chief Steve Heaton will address.*

Chief Heaton stated he was proud of the Police Department even more than usual with this achievement. Our department is part of only roughly 18% of agencies that are certified. The program is not mandatory but this is one way to demonstrate our commitment and diligence for our community. Next week PD personnel will be traveling to a national conference and may well bring back awards from that meeting, also, for a national accreditation. This award speaks to the level of excellence strived for by department personnel, and he was particularly proud of Mr. Eddie Bogan who worked tirelessly to see this certification through to its fruition. Mr. Bogan has a thankless job and is the one who reviews policies and ensures compliance. He has been a trusted advisor and is on the cutting edge of our policy. The Chief read and presented the award plaque to Mr. Bogan, who noted this was the fifth award for state certification and hoped to get national in Miami next week. He thanked the men and women of the Department.

5. Recognize winners of the 2015 6th Grade Model Water Tower Competition. *Joseph Johnson, Deputy Director of the Water and Wastewater Department of the Public Utilities Department, will address.*

Mr. Johnson said the City joined forces with the Griffin-Spalding County School System and financial sponsors for this program held on October 28 at Rehoboth Middle School. Without their overall

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support and financial provision (from Burns & McDonald, Paragon Consulting Group and Delta Municipal Supply), this competition would not have been possible. The purpose of this program developed by the Georgia Association of Water Professionals and the Georgia Section of American Water Works Association is to provide information to young students and foster a keen interest in water towers and encourage careers in the field. It is designed to encourage and challenge conservation, water resource engineering, infrastructure and water treatment. It promotes teamwork, critical thinking, recycling and conservation methodology. The students were allowed to work in teams or individually and work within school hours. They could each submit three towers. He provided an overview of contest criteria, materials allowed, presentation, scoring methodology and engineering. The City solicited some of the engineering firms and vendors used by the City, and they stepped up, providing all the prize money.

Third Place – Team Batman from Cowan Road (Nathan Masser and Orbin Ortiz) - \$100
Second Place – Team Hubba Bubba from Kennedy Road (Deigo Tello) - \$200
First Place – Team Code Orange from Rehoboth Middle School (Bailey Champion, Noah Lashley, David Williams) - \$300

6. Review Financials for September 2015. *Chief Financial Officer Markus Schwab will address.*

The City is three months into our current fiscal year and he offered to answer any questions. No questions were forthcoming on the cash report. LOST was next with no questions. Commissioner Morrow wanted to recognize the leadership of Da'ood Amin who chaired the SPLOST steering committee, and he thanked voters for passage of the SPLOST. Collections for SPLOST will begin in April 2016. There were no questions on financial statements for revenues and expenses. With passage of SPLOST and the favorable fuel prices, the Chairman wanted staff to research the possibility of a bonus for employees since they had no raises included in this year's FY 2015/16 budget. Staff can research and make a recommendation at the next meeting in two weeks to hopefully be presented at the end of the calendar year. Mr. Schwab said while the numbers showed great efficiencies, the City is on a modified accrual basis and they book entries for the month in which they belong, regardless of pay date. Payroll with benefits, which approximates \$750,000 every two weeks, lends itself to an accrual process and is difficult to manage every month. He noted caution about the timing, but they will bring some type of recommendation back to the Board as directed. Chairman Hollberg said the Board just wanted to say thank you to employees for all their hard work. Mr. Schwab noted he provided a Quarterly Status Report to Commissioners just before the meeting but cautioned the slight shortfall shown may be subject to change as this situation is fluid and is tied to Electric transfers.

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 speakers 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.

CONSENT AGENDA

7. Consider approval of the Minutes of the October 27, 2015 City Commission Workshop and Regular Schedule Meeting.

Motion/second to approve both as presented by Commissioner Morrow/McLemore carried 7-0.

8. Consider adoption, on second reading, of an Ordinance amending the Code of Griffin, Georgia, at Chapter 58, OFFENSES & MISCELLANEOUS PROVISIONS, Art. I, IN GENERAL, by enacting a new Sec. 58-13, AGGRESSIVE PANHANDLING; defining such conduct; declaring such conduct to

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be an offense against the City and providing the sanctions therefor. *City Attorney Drew Whalen and Police Chief Steve Heaton will address.*

Motion/second to approve by Commissioner Morrow/Reid-Ward carried 6-1 with Commissioner Flowers voting in opposition.

REGULAR AGENDA

9. Consider approval of the holiday schedule for calendar year 2016. *Director of Human Resources, Miles Neville, will address.*

Motion/second by Commissioners McCord/Morrow to approve as presented carried 7-0.

10. Request approval to retire Police K-9 "Freddy" and allow his handler, GPD Officer Colt Tolen to retain personal ownership. *Chief Steven Heaton will address.*

Canine officers have a short work lifespan and Freddy, at 8-1/2 years old, is recommended for retirement. They are dual trained, and Freddy has been used to find lost people, track perpetrators, find drugs, etc. On retirement, it is recommended that canine officers be placed with their handler, with whom the dog has had a long and personal relationship.

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

11. Appoint a City Law Enforcement Representative to the Spalding County Collaborative for Families and Children to fill the vacancy created by Lt. Morris Pike's retirement. The unexpired term of Lt. Pike is set to expire December 31, 2015. *City Manager Kenny Smith will address.*

Mr. Smith noted this would require appointment again in December but needed to be completed.

Motion/second by Commissioners Morrow/Reid-Ward to appoint Lt. Mike Richardson carried by a vote of 7-0.

12. Consider approval of a Resolution and Budget Amendment to amend the City of Griffin Fiscal Year 2016 Operating and Capital budget in the amount of \$4,870.00 in the Electric Utility Fund for the purchase of a portable meter testing system; and approve the transfer of cash in the amount of \$4,870.00 to Electric Operating Cash account from Scrap Metal Sales Cash account. *Electric Utility Director Bill Bosch will address.*

Mr. Bosch noted this allows for better field testing and printing test results on site, as well.

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

13. Consider the adoption of a resolution for FY2016 Application for Georgia Department of Transportation REBC Grant for Roadside Enhancement and Beautification. *Director of Public Works and Utilities Department Brant D. Keller will address.*

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

14. Consider approval of Griffin-Spalding County Hospital Authority grant monies to be received for: Spalding County Board of Health (flu shots) in the amount of \$15,000 and Spalding County Senior Nutrition (Meals on Wheels) in the amount of \$35,000. *City Manager Kenny Smith will address.*

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

15. Consider Lease Agreement between Life Radio Ministries, Inc. and the City of Griffin, for 2345 rentable square feet of space, on first floor of One Griffin Center, 100 South Hill Street. *City Manager Kenny Smith will address.*

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

16. While the IRS and SEC do not regulate municipal issuers of tax-exempt bonds directly, both are urging issuers to adopt written post-issuance compliance policies. This was discussed with the City's bond counsel at the time of the City's last issuance, but no policies were adopted. This Resolution adopts policies recommended by our bond counsel, Jim Pannell of Gray, Pannell & Woodward.

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Under these policies, the City's Finance Director is designated as its Post-Issuance Compliance Officer and basic duties and responsibilities are outlined. *City Attorney Drew Whalen will address.*

Motion/second by Commissioners Morrow/McLemore to approve.

Mr. Schwab said he would like to request a copy of this policy which the Finance Officer is now privy to and responsible for, as he did not see this in advance. Mr. Whalen stated Mr. Schwab got the notification that he was placing the Resolution on the November 10 agenda at the same time the City Manager received it, which was November 3. Mr. Schwab stated he needs to have a copy in advance as a point of order, before adoption is solicited.

Motion carried by a vote of 6-1 with Commissioner Flowers voting in opposition. Mr. Schwab said he worked for the City Manager and he would follow whatever direction is given. However, he feels more comfortable knowing he can voice his concerns and be heard; then due process can be followed at some point.

17. Consider denial of claim purporting to be ante litem notice, pursuant to O.C.G.A. Sec. 36-33-5, in letter directed to City Manager Kenny Smith, dated October 27, 2015, from Sanchez Hayes & Associates, LLC, on behalf of Aveory Allen and Derek Wilder. Claim alleges damages from "derogatory press release issued by Griffin Police Department on or about April 28, 2015." *City Attorney Drew Whalen will address.*

Commissioner McLemore said he would abstain from discussion and participation since he and Messrs. Allen and Wilder work for the same entity, the School Board.

Mr. Whalen said this was, according to law, received late. It was postmarked October 28 and received by Certified Mail on October 30, and the deadline for receipt was October 28. Denial of this claim allows Messrs. Allen and Wilder to go forward.

Motion/second by Commissioners Morrow/Todd to approve to deny carried by a vote of 5-0-2 with Commissioners McCord and McLemore abstaining.

18. Consider approval of Property Lease Agreement with the Griffin-Spalding County Airport Authority for the triangular, 156-square foot, parcel for sign placement. *City Manager Kenny Smith will address.*

Commissioner Morrow explained this situation developed some time ago when the FAA mandated this Airport Authority property either be rented or purchased. Purchasing was not feasible as the parcel was too expensive and the Board voted to remove the sign, but Mr. Robert Mohl, at a Georgia Aviation Association meeting, did further research and encountered a different ruling from the FAA that says we merely have to rent the actual footage on which the sign is positioned, and that is the annual \$23.40 shown on this lease. Commissioner Todd commended Mr. Mohl for his diligence. Commissioner Morrow noted the survey on the golf course property was nearly done, as well.

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

CITY MANAGER'S REPORT

The City Manager will update the Commission on pending items, upcoming workshops, meetings, conferences and other pertinent issues.

- The Citizens Government Academy for 2015 will graduate next Thursday, November 19 at the Welcome Center at 6:30 p.m.
- The Police Department is having an Appreciation Luncheon for Chief Steven Heaton next Monday, November 16, at the Welcome Center. Mr. Smith said the the Chief's last day will be November 21, and he encouraged everyone to go by and wish him well on his new endeavors.
- A MEAG announcement today detailed CEO Mr. Bob Johnston's retirement, and they have named Mr. Jim Fuller to that post, effective January 1, 2016. Mr. Fuller has been CFO and Senior Vice President of MEAG.

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- Mr. Smith thanked Joseph Johnson and Brant Keller for their work on the water tower competition project. He has witnessed how involved and excited not only the students were, but Joseph Johnson, as well. The sixth graders were really phenomenal.

CITY COMMISSIONER COMMENTS

Commissioners will provide updates regarding issues of interest from their respective districts and/or committee reports.

McLemore

He congratulated Commissioners Hollberg, Flowers and Brock on their elections and to the City and County on the successful passage of SPLOST.

Morrow

He congratulated Commissioners Hollberg, Flowers and Brock, as well and noted there would be a Veterans Program tomorrow at 4 p.m. at Veterans Park.

Todd

She will not be in attendance for November 24 meetings.

Flowers

She attended the Athletic Hall of Fame Open House right before this meeting tonight and was given a certificate of appreciation to the City of Griffin for its support. We can let it reside there if we want to return it, but she brought it to view tonight. There was a good turnout and it was a nice event.

Hollberg

He issued a heartfelt thank you to Veterans. He won't be present for the November 24 meetings either. Mr. Smith desires to cancel the Workshop for that morning and move those items to the only meeting in December, which is December 8. The items to be discussed are important and would fare better with the attendance of the full Board. Commissioners concurred. We will set a Workshop for December 8 and move those items appropriately. Thank you to all; there have been victories and good things happening community-wide with the Chamber, UGA Archway, SPLOST, elections, etc.

ADJOURN

Motion/second by Commissioners Morrow/Todd to adjourn at 6:54 p.m. carried 7-0.

Respectfully Submitted,

Kenny L. Smith, City Manager/Secretary

Accepted:

Douglas S. Hollberg, Chairperson