

CITY OF GRIFFIN BOARD OF COMMISSIONERS  
REGULAR SCHEDULE MEETING  
ONE GRIFFIN CENTER, W. ELMER GEORGE MUNICIPAL HALL  
TUESDAY, AUGUST 9, 2016

Vice Chairperson Rodney McCord presided, calling the meeting to order at 6:00 p.m. Commissioners attending included Cynthia Reid-Ward, Doug Hollberg, Ryan McLemore, Cora Flowers and David Brock. Absent was Chairman Dick Morrow.

Also present were City Manager Kenny L. Smith, City Attorney Andrew Whalen, III, Staff Attorney Jessica Whatley O'Connor and Teresa Watson to record minutes.

Pledge of Allegiance ..... Commissioner Reid-Ward  
Invocation ..... Commissioner Hollberg

Approval of Agenda  
*Motion/second to approve by Commissioners Hollberg/McLemore carried 6-0.*

**PRESENTATIONS / DELEGATIONS**

1. Recognize Tim Willis, Equipment Operator III with the Solid Waste Department, as the July 2016 "Strongest Link" award recipient. *Phill Francis, Director of Central Services, will address.*

Mr. Francis noted that Tim Willis work ethic has been critical during the past few months as Solid Waste has experienced a real staffing shortage. He is willing to serve in whatever capacity is needed, and he has customers who ask for him by name. He always does an excellent job and makes the City proud. He was nominated by co-workers who appreciate his dedication, as well.

Mr. Willis thanked everyone, noting he had done his best with all the challenges and offered to help in any way that he could. Vice Chair Rodney McCord presented Mr. Willis with a commemorative personalized wristband for his Strongest Link designation for the month of July 2016.

2. Review Financial Reports for June 2016. *Chief Financial Officer Markus Schwab will address.*

Mr. Schwab said these were still preliminary numbers for year-end. There were no questions about the Cash Balance Report, LOST report with 2015 SPLOST numbers added and the Interim Statements.

The FY 2016 Budget will have some amendments at the next meeting and some projects will roll forward. The OPEB Fund under the new pronouncement require that this cash be shown on our books and there is no change from last year to this because no money has been moved. We will begin a drawdown during this next year but a portion cannot be touched per requirements.

3. Discuss the 2016 City Tax Digest and Millage Rate. *Administrative Services Director Markus Schwab will address.*

Mr. Schwab said the City received its new digest and the numbers changed in our favor slightly. The proposed millage rate is a reduction from 7.89 to 7.771, based on adjustments in the digest. With a 95% collection rate, the revenue should be adequate. Some discussion followed with Mr. Schwab noting the figures on the PT32 that resulted in this proposed millage rate. Should the 95% collection rate not be achieved, the budget may see some adjustments.

**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.*

Ms. Debra Jordan, 134 Waterford Way, Griffin, Georgia  
Ms. Jordan thanked the Board for all its help and prayers in the two years since her son, Kevin Jordan, a City Police Officer, was slain while working as an off-duty security officer. She read a letter from the family that requests a street within the City of Griffin be named in his memory and in honor of his many contributions. This would be an ideal way to honor this special public servant.

Walter Dallas, 1210 Pleasant Avenue, Griffin, Georgia  
Mr. Dallas asked if anything had been decided regarding the dumpster on Pleasant Avenue. City Manager Smith noted he had asked the apartment owners to build a corral around where the dumpster is located

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TUESDAY, AUGUST 9, 2016**

2

now. Responses of others, whose opinions were solicited, were to leave the dumpster where it is. The City could not find a more suitable location said Commissioner Hollberg, and it was positioned on the property of the apartments' owner. Mr. Dallas noted the smell is bad and pests/rodents are becoming problematic. Some discussion followed, and it was noted that illegal dumping on City property was occurring initially so the City asked the owner of property to find place to move it. Mr. Dallas asked if they could not move it closer to apartments and the residents would not have to come up in front of their property to use the dumpster. It was noted the dumpster cannot be put on the asphalt parking lot because the trucks would chew up the material trying to navigate the parking lot and dump the container. So many apartments make it illogical to have individual containers for trash and recycling. Wherever the dumpster is placed is going to be a problem for some. Solid Waste Director, Phill Francis, confirmed the heavy duty trucks (commercial) would demolish the asphalt. Vice Chairman McCord said the corral sounds as though it is the best option since the dumpster is on the complex owners' property. For those dumping illegally, perhaps we could pursue identification and prosecution.

**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.*

*There were none.*

**CONSENT AGENDA**

4. Consider approval of Minutes of the July 26, 2016 Workshop and Regular Schedule Meeting of the City of Griffin Board of Commissioners.

It was decided to separate this item from the remainder of Consent Agenda as one Commissioner was not present for the Workshop on July 26, 2016 but was present for the Regular Meeting that night.

***Motion/second by Commissioners Hollberg/McLemore to approve Minutes of the 7-26-16 Workshop carried 5-0-1 with one abstention by Commissioner Flowers. Motion/second by Commissioners Hollberg/Reid-Ward to approve the 7-26-16 Regular Monthly Meeting carried unanimously at 6-0.***

5. Consider, on second reading, an ordinance amending the Code of Griffin, Georgia, at Sec. 6-53, to comply with the new statutory requirement for local governments issuing alcoholic beverages licenses to adopt, by ordinance or resolution, a policy and procedure to report disciplinary actions against licensees to the Department of Revenue within 45 days. *City Attorney Drew Whalen will address.*
6. Consider approval of a Task Order Form for the Energy Analysis of Still Branch WTP, Shoal Creek WWTP, and Cabin Creek WWTP to Paragon Consulting Group in the amount of \$39,375.00 for the Water and Wastewater Department of the Public Works and Utilities Department. *Director of Public Works and Utilities Brant D. Keller will address.*
7. Consider approval of a Task Order Form for Shoal Creek Wastewater Treatment Plant Headworks Analysis, Sludge Removal Plan and Pond Redesign to Paragon Consulting Group in the amount of \$83,400.00 for the Water and Wastewater Department of the Public Works and Utilities Department. *Director of Public Works and Utilities Brant D. Keller will address.*
8. Consider approval of the rewinding of #5 pump motor at Harry Simmons Water Treatment Plant to Cole Technology Inc.(PMC) in the amount of \$28,729.00 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.*
9. Consider the purchase of one (1) Ford F350 with service body from Speedway Ford in the amount of \$41,983.00 for use by Water/Wastewater. *Director of Public Works Brant Keller will address.*
10. Consider the purchase of twelve (12) Dodge Chargers from Akins Ford Dodge Government Sales in the amount of \$303,033.00 (\$25,252.75 per vehicle); approve additional equipment/installation by TransComm Services in the amount of \$82,240.00 (\$7,020.00 per vehicle) and graphics by Sign Craft in the amount of \$4,800.00 (\$400.00 per vehicle) and declare surplus:
  - unit 203, a 2006 Dodge Charger with excessive miles and mechanical issues (VIN# 2B3KA43H16H328709)
  - unit 239, a 2007 Dodge Charger with excessive miles and mechanical issues (VIN# 2B3KA43H57H708685).
  - unit 242, a 2008 Dodge Charger with excessive miles and mechanical issues (VIN# 2B3KA43H78H138576)
  - unit 247, a 2007 Dodge Charger with excessive miles and mechanical issues (VIN# 2B3KA43H07H708707).
  - unit 271, a 2010 Dodge Charger with excessive miles and mechanical issues (VIN# 2B3AA4CT2AH120685).

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REGULAR SCHEDULE MEETING  
ONE GRIFFIN CENTER, W. ELMER GEORGE MUNICIPAL HALL  
TUESDAY, AUGUST 9, 2016**

3

- unit 292, a 2007 Dodge Charger with excessive miles and mechanical issues (VIN# 2B3KA43H37H708684).
  - unit 295, a 2003 Ford Crown Vic with excessive miles and mechanical issues (VIN# 2FAFP71W74X134003).
  - unit 297, a 2000 Ford Expedition with excessive miles and mechanical issues (VIN# 1FMPU76L3YLC00404).
  - unit 1202, a 2006 Dodge Charger with excessive miles and mechanical issues (VIN# 2B3KA43H26H453587).
  - unit 1203, a 2006 Dodge Charger with excessive miles and mechanical issues (VIN# 2B3KA43H66H453592).
  - unit 1210, a 2006 Dodge Charger with excessive miles and mechanical issues (VIN# 2B3KA43H06H453586).
  - unit 1233, a 2007 Dodge Charger with excessive miles and mechanical issues (VIN# 2B3KA43H47H708449).
- Police Chief Mike Yates will address.*

11. Consider the purchase of a Dodge Charger from Akins Ford Dodge Government Sales in the amount of \$24,988.75; approve additional equipment and installation to outfit vehicle by TransComm in the amount of \$4,689.00 and approve transfer of current vehicle to DDA (Unit 333 - 2007 Dodge Charger (VIN# 2B3KA43H27H770478); and declare surplus the vehicle currently being used by DDA - unit 106, a 2004 Dodge Intrepid with excessive mileage (VIN # 2B3HD46V14H702624). *Fire Chief Tommy Jones will address.*

12. Consider purchase of a 2017 Mack GU-813 cab and chassis equipped with a Galbreath U5-OR- 174 Roll Off Hoist from Carolina Environmental Systems Inc. an NJPA authorized State of Georgia vendor for the purchase price of \$169,831.00 for use in the Commercial Division of the Solid Waste Department. *Central Services Director Phill Francis will address.*

13. Consider the purchase of a 2016 Polaris Ranger Crew XP-900-6 ATV from Adrenalin Powersports for use at the Shoal Creek Landfill for the State Contract price of \$16,611.50 and declare as surplus unit #954 a 2010 year model Polaris Ranger XP-900-6. *Central Services Director Phill Francis will address.*

14. Consider the purchase of a New Holland T4-85 tractor for use at the Shoal Creek Landfill from Wade Tractor and Equipment, the State Contract vendor for \$34,670.70. *Central Services Director Phill Francis will address.*

15. Consider the purchase of four (4) Ford F150 trucks from Speedway Ford in the amount of \$93,327.00 for the Fire (\$24,131.00), Streets (\$24,628.00), Water (\$20,175.00) and Stormwater (\$24,393.00) departments, plus additional outfitting of the Fire Prevention truck to TransComm (\$4,805.00) and The Bass Station (\$1,179.00) and declare the following as surplus:

- unit 328 (Fire), a 2006 Dodge 2500 with 158,028 miles and mechanical issues (VIN #3D7KR28D96G200886)
- unit 412 (Streets), a 1997 Ford F150 with 142,184 miles and mechanical issues (VIN #1FTDF1726VNB60102)
- unit 849 (Water), a 2001 Dodge 1500 with 218,902 miles (VIN # 1B78C16X215196615)
- the unit for Stormwater is a new addition and there is no unit to surplus.

*Directors for Public Works, Brant Keller, and Fire-Rescue, Tommy Jones, and/or Director of Central Services Phill Francis will address.*

16. Consider the purchase of one (1) Ford Explorer SUV from Speedway Ford in the amount of \$27,225.00 for the Electric Director and transfer unit 769, a 2008 Ford Expedition with 98,900 miles (VIN #1FMJU1F51CEF27520) for use by Tech Services and the following (from Tech Services) to be declared surplus:

- unit 708, a 2005 Dodge Ram 2500 (VIN# 3D7KR26D65G832083) with mechanical issues.

*Director of Electric Dan Thompson will address.*

17. Consider purchase of one Ford F250 from Speedway Ford in the amount of \$38,065.00 for Electric Line Construction and declare surplus Unit 743, a 2001 F350 with 289,000 miles (VIN# FDSX35F91EB57898). *Director of Electric Dan Thompson will address.*

18. Consider approval to declare City of Griffin out of life cycle IT equipment surplus and sell through GovDeals online auction service (See attachment 1). *IT Director Jack Poland will address.*

19. Consider approval to surplus and sell two (2) pieces of fire apparatus: 1) A 1995 E-One 105' Elevated Platform, VIN# 4ENEAEA8XS1004746, and 2) A 1993 American Fire Apparatus Pumper, VIN# 4S7CT9K0XPC009107. *Fire Chief Tommy Jones to address.*

20. Declare surplus: 1) weapons that have been forfeited to the City of Griffin via court order; 2) weapons that currently are property of the City of Griffin that have become obsolete; and, 3) weapons that are irreparable; and have those weapons properly disposed of through trade to a licensed Federal Firearms Dealer. The weapons will be available for viewing by licensed dealers and bids will be accepted for the lot in its entirety. *Chief Michael F. Yates will address.*

City Manager Kenny Smith noted that all vehicles under Consent Agenda are budgeted and came in under budget. While monies realized from surplus items normally go into the General Fund, he requested

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REGULAR SCHEDULE MEETING  
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TUESDAY, AUGUST 9, 2016**

4

that the fire truck funds from surplus go into reserve for the new fire station headquarters and new accompanying apparatus. He noted that approval tonight did not mean all vehicles would be immediately ordered but rather would be encumbered now in order to take advantage of the best pricing but with delayed deliveries in some instances.

***Motion/second by Commissioners Hollberg/Reid-Ward to approve Items 5 through 20 on Consent Agenda as presented carried 6-0.***

<b>REGULAR AGENDA</b>
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*The Regular Agenda includes items the Commission may individually consider and possibly act upon.*

21. Consider on first reading an Ordinance amending the Code of Griffin at Chapter 42, ENVIRONMENT, Article III, SOIL EROSION & SEDIMENTATION CONTROL, by incorporating new provisions added to State law at the 2016 Session of the General Assembly. *Brant Keller, Director of Utilities, and City Attorney Drew Whalen will address.*

***Motion/second by Commissioners Hollberg/Reid-Ward to approve on first reading carried 6-0.***

22. Consider on first reading an ordinance amending Chapter 78, STREETS, SIDEWALKS AND OTHER PUBLIC PLACES, of the Code of Griffin, by enacting a new Article V - Regulation of Timber Harvesting Activity. *City Attorney Drew Whalen will address.*

City Attorney Whalen noted that a law passed in 2012 gave the State Forestry Commission the ability to issue permits, taking them away from the local authority. There is some provision that would safeguard streets and sidewalks from larger tracts that might result from being clear-cut, and we can require that the vendor take precautions not to damage or, if so, to repair any such damage. We have just now prepared this amendment because we thought perhaps the state legislature might be inclined to change, but that does not appear to be the case. Right now we have very limited authority and regular permitting has been preempted. More and more of these type preemptions seem to be trending.

***Motion/second by Commissioners Hollberg/Brock to approve on first reading carried 6-0.***

23. Consider a Declaration of Excess Power and Draft Power Sales Agreement for excess power sale consisting of 5.479MW for an 8 year term through MEAG to the City of Robertsdale, Alabama. The contract term is from 1/1/2018 thru 12/31/2025. *Electric Director Dan Thompson will address.*

***Motion/second by Commissioners Brock/Reid-Ward to approve carried 6-0.***

24. Consider approval of updated City of Griffin Customer Service Policy Manual. *Electric Director Dan Thompson will address.*

Mr. Thompson noted these policies and procedures have been out of date for some time. The changes made were suggested and/or discussed by the Board previously. There were no further questions.

***Motion/second by Commissioners Hollberg/Reid-Ward to approve carried 6-0.***

<b>CITY MANAGER'S REPORT</b>
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*The City Manager will update the Commission on pending items, upcoming workshops, meetings, conferences and other pertinent issues.*

1. Update on Fire Station and Historic City Hall Bids will be discussed in our next workshop.
2. Spalding County reported June SPLOST collections at \$737,000 and collections for three months appears to be short \$80,000 overall, but collections appear to be trending upward.
3. Raymond Head Park Restroom – Estimated near \$100,000 for the total project, it is not budgeted. Vice Chair McCord asked to place on a workshop agenda for more comprehensive discussion.
4. City Manager Smith will get with Ms. Sharon Gleaves, the owner of the apartment complex, and suggest she go ahead with building the corral around the dumpster on Pleasant Avenue.
5. As for the request to name a street after Officer Kevin Jordan, that can be discussed or perhaps a state highway designation as suggested by GDOT could accomplish the same. GDOT advises that such an honorarium goes through state legislature so it is a little time consuming, but it would not

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REGULAR SCHEDULE MEETING  
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TUESDAY, AUGUST 9, 2016**

5

change addresses etc. and be as cumbersome as renaming an existing street. He had sent an email to the Board regarding this, and it could be discussed further in a workshop setting, as well.

6. The City will be closing on North Hill properties for Intersection #2 and #1 is complete.

<b>COMMISSIONERS REPORT</b>
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***Brock*** - He welcomed from the Griffin Daily News, Karen Gunnels.

***Flowers, Reid-Ward, McLemore*** – No comment.

***McCord***

He noted that the Chamber event celebrating the 30<sup>th</sup> anniversary of Salaam Seafood was good.

***Hollberg***

Visitors to the City recently complimented the utility box artwork done through a grant arranged by the Downtown Development Authority. They were impressed, and he was pleased, as well.

<b>ADJOURN</b>
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***Motion/second by Commissioners Brock/Hollberg to adjourn at 6:41 pm carried 6-0.***

Respectfully Submitted,

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Kenny L. Smith, City Manager/Secretary

Accepted:

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Rodney McCord, Vice Chairperson