

**CITY OF GRIFFIN BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
ONE GRIFFIN CENTER, W. ELMER GEORGE MUNICIPAL HALL
TUESDAY, MAY 13, 2014**

Those present: Chairperson Ryan McLemore, Joanne Todd, Cynthia Reid Ward, Doug Hollberg, Dick Morrow, Rodney McCord, City Manager Kenny Smith, and City Attorney Drew Whalen.

Those absent: Cora Flowers.

Commissioner Doug Hollberg led the Invocation.

Commissioner Cynthia Ward led the pledge to the flag.

PRESENTATIONS/DELEGATIONS

Recognize Jacob Taylor, Systems Administrator with the Information Technology Department, as the April 2014 "Strongest Link" award recipient. Co-worker Gibb Cotton nominated Jacob in recognition of his successful implementation of a new system upgrade to the Police Department Public Safety Software and for his dedication and commitment.

Chief Financial Officer Markus Schwab provided a brief synopsis of the City's financial statement through March 2014. He indicated LOST is trending on target, SPLOST is at projection, and motor vehicle tax is expected to taper off in 2016. Mr. Schwab also anticipates receipt of the PAFR award again this year.

CITIZEN COMMENTS

There were no citizen comments.

PUBLIC HEARINGS

There are no public hearings.

CONSENT AGENDA

On motion by Commissioner Hollberg, seconded by Commissioner Todd, passed by vote of 5-0-1, (Commissioner Morrow abstained due to absence) approval of the Workshop Minutes and Regular Scheduled Meeting Minutes for April 22, 2014.

REGULAR AGENDA

On motion by Commissioner Morrow, seconded by Commissioner Ward, unanimously passed, approval to appoint Commissioners Joanne Todd and Rodney McCord to represent the City at the MEAG Annual Meeting on July 14 - 16 at Amelia Island, and appoint Joanne Todd to be the City's voting delegate for the MEAG Board of Directors elections, with Bill Bosch named as the alternate voting delegate.

On motion by Commissioner Morrow, seconded by Commissioner Hollberg, unanimously passed, approval to upgrade accounting, budgeting, and procurement software (currently Microsoft Dynamics Great Plains (GP)) to the latest Microsoft platform (Microsoft Dynamics AX); approval to amend the City of Griffin's Fiscal Year 2013-2014 Operating and Capital budget by appropriating \$367,000 towards the software purchase; approve transfer of \$200,000 to General Fund Operating Cash from Electric Capital Improvement Cash (Scrap Metal Cash account), reallocate \$167,000 (\$75,000 from DOAS and \$92,000 from Information Technology), and amend the budget accordingly.

City Manager Kenny Smith indicated that staff has been trying to find for a more efficient method of completing our annual budget for more than a couple of years. The Excel spreadsheet

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method creates many issues during the budget process. Commissioner Dick Morrow asked if there will be additional expenses in order to implement this new software to its capacity, or will this purchase provide encompass all that is needed to resolve our current issues with the budget process. Mr. Schwab indicated that he is confident this is a comprehensive solution (through Microsoft), and will address everything the Accounting Department needs.

On motion by Commissioner Morrow, seconded by Commissioner Todd, unanimously passed, approval, ratification, and acceptance of executed SunTrust documents to authorize the Chairperson and Secretary to execute and deliver to SunTrust the standard banking resolutions, in the form presented and accompanying banking agreements.

On motion by Commissioner Hollberg, seconded by Commissioner Morrow, unanimously passed, approval to award negotiated bid and construction contract to Georgia Development Partners, LLC for the Oak Hill Cemetery Stormwater Wetland BMP for \$148,999.38 for the Stormwater Department of the Public Works and Utilities Department.

On motion by Commissioner Todd, seconded by Commissioner Hollberg, passed by vote of 5-1, (Commissioner McCord opposed) approval of the purchase and installation of the Golf Course Driving Range net to Golf Range Netting for \$63,800.00, and amend the budget accordingly.

On motion by Commissioner Hollberg, seconded by Commissioner Ward, unanimously passed, approval of the bid for the Boring of Ga Hwy 362 for the 1888 Mill Project to Crawford Grading & Pipeline, Inc. for \$78,835.00 for the water and wastewater department of the Public Works and Utilities Department.

On motion by Commissioner Morrow, seconded by Commissioner Hollberg, unanimously passed, approval to purchase the Flygt Pumps and Control Panel for Lift Station #8 from Xylem Water Solutions USA, Inc. for \$29,585.45 for the 1888 Mills project, approval to move \$29,585.45 to Water Operating Cash from Capacity Recovery Fee Cash Reserve, and amend the budget accordingly.

On motion by Commissioner Morrow, seconded by Commissioner Todd, unanimously passed, approval to purchase a 2014 F750 Dump Truck from Allan Vigil Ford for \$71,975.00 for the Street Department of the Public Works and Utilities Department.

On motion by Commissioner Hollberg, seconded by Commissioner Ward, unanimously passed, approval to declare the following vehicles as surplus and advertise for sale on GovDeals.com. These vehicles were seized by Court Order. (2000 Dodge Intrepid vin # 2B3HD46RXYH141607, 1988 Ford Ranger PU vin # 1FTCR143T7JPA02611, 1990 Chevrolet Camaro RS vin # 1G1FP23E7LL128711, and 2000 Toyota 4-Runner vin # JT3GN86R7Y0144021)

On motion by Commissioner Morrow, seconded by Commissioner Hollberg, unanimously passed, approval of a Resolution and Letter of Support for The Griffin Housing Authority's Redevelopment Initiatives regarding Meriwether Homes.

On motion by Commissioner Morrow, seconded by Commissioner Todd, unanimously passed, approval of a multi-year agreement between the City Of Griffin and Sonoco Recycling LLC for the installation of a material sort line to be installed at the City Of Griffin Regional Recycling Center to be used for the sorting of recyclable materials.

On motion by Commissioner Morrow, seconded by Commissioner Todd, unanimously passed, approval of the cancellation of June 24, 2014, City Commission Workshop meeting and Regular Meeting due to Georgia Municipal Association Annual Conference.

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On motion by Commissioner Hollberg, seconded by Commissioner Ward, unanimously passed, approval to renew office lease with The Whalen Law Firm, LLP for Suites 520 and 524 of One Griffin Center in the total amount of \$11,170 per year.

On motion by Commissioner Morrow, seconded by Commissioner Todd, unanimously passed, approval of a Service Agreement between the City of Griffin, Spalding County, and Paragon Consulting Group for the services of Transportation Program Manager for City and County and amend the budget accordingly.

On motion by Commissioner Morrow, seconded by Commissioner McCord, unanimously passed, approval of a Memorandum of Understanding between the Griffin-Spalding County Development Authority, the City of Griffin, and 1888 Mills, LLC.

On motion by Commissioner Hollberg, seconded by Commissioner Ward, unanimously passed, approval of the Section 5311 Public Transportation Agreement for the operation of the Three Rivers Regional Transit System between the City of Griffin and Three Rivers Regional Commission for \$15,193 for FY 15.

CITY MANAGER COMMENTS

City Manager Kenny Smith announced we have our first customer in The Lakes at Green Valley, and we are excited about future prospects.

The cleanup at historic City Hall last Saturday was successful and we hope to have a couple more cleanup days this summer.

The Park Charrette last night at the Welcome Center had good attendance and Alvin Huff will be publishing a video for those who were unable to attend.

We canceled the second meeting in June; however, we may need a called meeting on May 29 at 6:00pm, due to a zoning issue. Square Foot Ministries has students scheduled to work on two different lots that do not meet the zoning requirements. We appreciate our partnership with Square Foot Ministries and are trying to accommodate them.

Mr. Smith is finishing the budget synopsis and presentation and will hopefully have a CD out next week for the Commission to review.

COMMISSION COMMENTS

City Attorney Drew Whalen said last week the U.S. Supreme Court made a couple of favorable decisions from a local government standpoint, including one about prayer.

Commissioner Dick Morrow said the Evening at the Archives was successful and had about forty attendees. He would like to consider moving the Archives to the Welcome Center and combine it with the Museum, allowing Cindy Barton to operate both.

Commissioner Joanne Todd agreed with Commissioner Morrow regarding combining the Museum and Archives, to make it a true tourist attraction in a single location.

Commissioner Cynthia Ward expressed concern about the City's lack of bidding policy and would like to address the issue in the near future.

Commissioner Ryan McLemore thanked Kenwin Hayes for organizing the cleanup at the old City Hall. He also thanked Alvin Huff, Kenwin Hayes, and Kenda Woodard for hosting the Park Charrette. He learned Charrette means Intensive Design Session.

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Chairman McLemore stated that the water line insurance program that the City currently endorses is something he would like to reconsider and move away from. As the Chairman, he signs letters regarding the program, and citizens view him as a salesperson for this program. Commissioner Joanne Todd requested the number of participants in the program as well as a number of complaints. City Attorney Drew Whalen reminded them this is not an insurance policy; it is a program through the National League of Cities, contracted out through a third party. Mr. McLemore would like to add this to the next meeting agenda for discussion.

On motion by Commissioner Hollberg, seconded by Commissioner Ward and unanimously passed by vote of 6-0, approval to adjourn the meeting at 6:56 P.M.

Respectfully Submitted,

Kenny L. Smith, City Manager/Secretary

ACCEPTED:

Ryan McLemore, Chairperson