

**CITY OF GRIFFIN BOARD OF COMMISSIONERS
REGULAR SCHEDULE MEETING
ONE GRIFFIN CENTER, W. ELMER GEORGE MUNICIPAL HALL
TUESDAY, SEPTEMBER 13, 2016**

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

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

Pledge of Allegiance Commissioner McLemore
Invocation Commissioner Hollberg

Approval of Agenda

Motion/second to approve by Commissioners Hollberg/McLemore carried 7-0.

PRESENTATIONS / DELEGATIONS

1. The Griffin Lions Club would like to present smoke detectors to the City of Griffin for Griffin Fire and Rescue to distribute as needed.

Max Gallman, Claudette Gallman, and Anthony Gallman of the Griffin Lions Club made a presentation to the Board of Commissioners highlighting their donation to the City of seventy-five smoke detectors and fire extinguishers collectively. The Board thanked them for their donation and for their service.

2. Consider Joint Proclamation with Spalding County honoring Haisten McCullough Funeral Home and Westwood Gardens and Mausoleum on the occasion of their 100 years of service.

Motion/second by Commissioners McCord/McLemore to approve this Proclamation and route it to Spalding County for their approval carried by a vote of 7-0.

3. Recognition of the retirements of Firefighter Benjamin Barlow, 28 years, and Firefighter Marvin Clark, 27 years, from Griffin Fire-Rescue. *Fire Chief Tommy Jones will address.*

Chief Tommy Jones highlighted the careers of both Firefighter Benjamin Barlow and Marvin Clark and presented for Firefighter Barlow a shadow box containing memorabilia from his service and a flag that was taken down and prepared on his last day of service. Firefighter Marvin Clark was absent.

4. Recognize Todd Pratt, Sr. Systems Administrator, with the Information Technology Department, as the August 2016 "Strongest Link" award recipient. *Markus Schwab, Chief Financial Officer, and Jack Poland, Chief Technology Officer, will address.*

Mr. Poland introduced Todd Pratt who was being awarded the Strongest Link for the third time and Jacob Taylor, who nominated Mr. Pratt. Todd successfully developed and implemented a Job Application Kiosk Solution to assist potential job seekers with applying to the City of Griffin. By minimizing the paper based job application process with a self-service paperless application process, job seekers can apply for open positions through the kiosk located in customer service. Mr. Pratt has repeatedly demonstrated his ability to identify perplex processes within the city and his ability to work with all departments involved to effectively simplify task while maximizing cost and workload efficiency. Mr. Pratt possesses an impressive level of creative flair and professionalism that translates into a confident leadership presence and project manager to those working with him. His dedication and commitment to the advancement of Information Technology within the City of Griffin is exemplified through the hours of arduous work on, and in support of, the current processes and technologies within the City of Griffin.

5. Review Financial reports for July 2016. *Chief Financial Officer Markus Schwab will address.*

Mr. Schwab answered questions from the Board and the financial reports were accepted.

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.

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There were none.

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 no public hearings.

CONSENT AGENDA

6. Consider approval of the Minutes of the August 23, 2016 Workshop and the Regular Scheduled Meeting.
7. Consider on second reading a request to amend the Code of Ordinances, of the City of Griffin, Chapter 54, Article II, Food Services Establishments, to provide definitions and to designate when a permit is required. *Toussaint Kirk, Director of Planning & Development will address.*
8. Consider approval of an Annual Authorization Agreement naming MEAG Power as the City's agent to nominate and acquire any combination of resources to optimize the City's Supplemental Power Supply requirements. *Dan Thompson, Electric Director, will address.*
9. Consider the approval of Task Order for the Configuration of customer notification process Phase I for customer email and text to Electric Cities of Georgia in the amount not to exceed \$33,840.00 for the Water and Wastewater Department of the Public Works and Utilities Department. *Brant Keller, Director of Public Works and Utilities, will address.*
10. Request approval to declare the following vehicles surplus: these vehicles were Purchased by Asset Forfeiture. *Chief Michael F. Yates will address.*

Year	Make	Model	Mileage	Vin
2005	Jeep	Cherokee Laredo	157,484	1J4GS48K76C173117
2005	GMC	Yukon	193,474	2B3AA4CT0AH120684
2005	Ford	Expedition	147,000	1FMPU15525LA82974

Motion/second to approve all Consent Agenda by Commissioners Hollberg/Brock carried 7-0.

REGULAR AGENDA

The Regular Agenda includes items the Commission may individually consider and possibly act upon.

11. Request approval for the acceptance of the Justice Assistance Grant (JAG) #2015-DJ-BX- 0866 from the Department of Justice in the amount of \$15,183.00 and amend the Budget accordingly. *Chief Michael F. Yates will address.*
Motion/second to approve by Commissioners McCord/Reid-Ward carried 7-0.
12. Consider the lease purchase of a Menzi Muck M540 4x4 Walking Excavator from Reynolds-Warren Equipment Company, Inc., in the amount of \$416,000.00 for the Stormwater Utility Department of the Public Works and Utilities Department. *Director of Public Works and Utilities Director Brant D. Keller will address.*
Motion/second to approve by Commissioners Reid-Ward/Hollberg carried 7-0.
13. Consider approval and award of bid to replace the HVAC system at One Griffin Center to Mallory and Evans Service Company, Inc. They are the only responsive bid for a total cost of \$1,199,900.00. *Central Services Director Phill Francis will address.*
Motion/second to approve by Commissioners McCord/Reid-Ward carried 7-0.
14. Consider resolution to approve and adopt the five-year update for the Livable Centers Initiative (LCI) Action Plan. *Kenwin M. Hayes, Sr. Executive Director for Downtown Development Authority will address.*
Motion/second to approve by Commissioners Reid-Ward/McCord carried 7-0.
15. Consider, on first reading, an ordinance amending the Code of Griffin, GA at Chapter 25, BUSINESSES (Occupation Tax), and Chapter 82, TAXATION (ad valorem taxes and excise tax

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on lodgings), to conform the Code provisions for collection of delinquent taxes to Ga. Laws 2016, Act 488, effective July 1, 2016. *City Attorney Drew Whalen will address.*

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

16. Consider, on first reading, an Ordinance amending the Code of Griffin, Georgia, at Chapter 90, TRAFFIC & VEHICLES, Art. XI, MOTORIZED CARTS, revising said Article in its entirety and replacing with a new Art. XI, PERSONAL TRANSPORTATION VEHICLES. *City Attorney Drew Whalen will address.*

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

17. Consider a motion denying the purported ante litem notice, filed August 29, 2016, by Gerald Bailey, based upon an incident on February 28, 2016 in which Mr. Bailey drove his car into the rear of a City of Griffin Electric truck transporting 70' electric poles, which extended past the rear of the vehicle. *City Attorney Drew Whalen will address.*

Motion/second to approve by Commissioners Hollberg/Brock carried 6-1 with McCord opposing.

18. Consider a motion to deny liability to Quindis Flemister, including denial of his Offer of Compromise in the amount of \$275,000, based upon incident occurring April 28, 2016 involving former Griffin Police Officer Joshua Howell. Ante Litem Notice, dated August 26, 2016, from attorney Reginald A. Greene, Greene Legal Group, LLC. *City Attorney Drew Whalen will address.*

Motion/second to approve by Commissioners Hollberg/McLemore carried 6-2 with Commissioners Flowers and McCord opposing.

19. Consider approval of the Commitment Resolution for the Marukan CDBG - EIP Project and authorize execution by the Chairman of the Resolution and related documents, per the request of Allen-Smith Consulting, Grant Administrator for the project. *City Manager Kenny Smith to address.*

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

20. Consider Resolution making appointment of Interim Municipal Court Clerk and approving compensation for position. *City Manager Kenny Smith will address.*

Motion/second to approve Resolution appointing Melissa Brock as Interim Municipal Court Clerk and approve noted compensation of \$33,125.20 annually by Commissioners Hollberg/McLemore carried 7-0.

CITY MANAGER'S REPORT

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

1. Citizens Government Academy began September 8 and is going well. Commissioners are invited to attend whenever they desire during the ten-week series of meetings on Thursdays.
2. The Georgia Municipal Association District 4 Fall Listening Session will be held here in Griffin on Thursday, September 15, at 6 p.m. at the Welcome Center.
3. There may be a couple of industry announcements by the Griffin-Spalding Development Authority within the next few days and weeks. We are appreciative of everyone's hard work to attract business.

COMMISSIONERS REPORT

No comments.

ADJOURN

Motion/second by Commissioners Hollberg/McLemore to adjourn at 6:34 pm carried 7-0.

Respectfully Submitted,

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Kenny L. Smith, City Manager/Secretary

Accepted:

Dick Morrow, Chairperson