

CITY OF GRIFFIN BOARD OF COMMISSIONERS  
REGULAR SCHEDULE MEETING  
ONE GRIFFIN CENTER, W. ELMER GEORGE MUNICIPAL HALL  
TUESDAY, OCTOBER 11, 2016

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 Teresa Watson to record minutes.

Pledge of Allegiance ..... Commissioner Brock  
Invocation ..... Commissioner Hollberg

Approval of Agenda  
**Motion/second to approve by Commissioners Hollberg/Reid-Ward carried 7-0.**

**PRESENTATIONS / DELEGATIONS**

- 1. Recognize Sheila Daniell, Utility Locator, with Technical Services (Electric Department), as the September 2016 "Strongest Link" award recipient. *Dan Thompson, Electric Director will address.*

Danny English nominated Sheila Daniell and the nomination was read by Electric Director Dan Thompson. Sheila transferred to the Electric Department to become a Utility Locator, a position she held many years before. Not long after she took the job, the other Utility Locator resigned unexpectedly. She was then responsible for locating for the entire City; but, not only did she cover the entire service area as her day-to-day duties, she was also on-call 24/7 until a new Utility Locator could be hired. It took over a month to recruit and hire another Utility Locator and Sheila stepped it up and never complained. She always did it with a smile on her face. Then, when we hired our new Utility Locator, she was responsible for training him and catching all the locates, until he was trained sufficiently to cover his area. Her positive can-do attitude makes her a role model for everyone else. She is a tireless worker who strives to do her job with the upmost professionalism. The Board thanked Ms. Daniell, noting she was an excellent employee for the City, and Chairman Morrow presented her with a handmade bird house. She was presented with the Strongest Link chain and will receive one day off with pay and a restaurant gift certificate.

- 2. Review Financial reports for August 2016. *Chief Financial Officer Markus Schwab will address.*

In the absence of Mr. Schwab, who had traveled to be with an ailing parent, Mr. Chuck Olmstead provided the financial reports and offered to answer questions from the Board. At 16.6% of the budget year now complete, General Fund revenues are a little low but not unusual for this point in the budget cycle, as taxes have yet to be collected. For SPLOST, Orchard Hill and Sunny Side were both funded up front with the remaining projects yet to be done.

**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.*

Mr. Raymond Jordan, along with his mother, Ms. Deborah Jordan, wanted to make a very clear statement that their position with regard to the City remains the same as it has always been since the death of Officer Kevin Jordan, their brother and son. They are not involved in any outstanding litigation, nor will they assist with any ongoing litigation. They will remain in the City of Griffin and they have been very pleased with how their brother and son, Officer Kevin Jordan, has been memorialized. They will do all they can to stop the litigation that seems to be imminent, and they will not actively participate in any such action.

Chairman Morrow thanked Mr. Jordan for his comments and reiterated the City's empathy for the family, as well as its gratitude for Officer Jordan's service. The Board has approved proceeding with the identification of the northern part of State Highway 19/41 in the City near the Waffle House to be designated as the Kevin Jordan Memorial Highway in accordance with GDOT guidelines and regulations.

**PUBLIC HEARINGS**

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*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.***

<b>CONSENT AGENDA</b>
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***Removed #9 from Consent Agenda for discussion/separate approval per the request of Commissioner Hollberg.***

3. Consider approval of Minutes of the September 27, 2016 Workshop and Regular Schedule Meeting.
4. Consider approval to amend the City of Griffin's Fiscal Year 2017 Operating and Capital Budget in the amount of \$13,832 for the Downtown Development Authority (DDA) for reimbursement grant received from Georgia Council for the Arts. *Markus Schwab, Chief Financial Officer, will address.*
5. Consider approval of a Task Order for the engineering and design for 2016 Phase I Community Development Block Grant (CDBG) to Paragon Consulting Group in the amount of \$84,000.00. *Director of Public Works and Utilities Brant D. Keller will address.*
6. Consider purchase of 12 (twelve) 4 cubic yard Front Load Containers at a per each price of \$518.00 (\$6,216.00) , 12 (twelve) 6 cubic yard Front Load Containers at a per each price of \$708.00 (\$8,496.00) and 12 (twelve) 8 cubic yard Front Load Containers at a per each price of \$806.00 (\$9,672.00) plus freight of \$1,800.00 for a grand total of \$26,184.00 from Wastequip Inc., the NJPA (National Joint Powers Agency) and State of Georgia approved vendor for use in the Commercial Division of the Solid Waste Dept. *Central Services Director Phill Francis will address.*
7. Consider purchase of a Vermeer BC1800XL Tier 173HP Brush Chipper from Vermeer Equipment in the amount of \$73,284.00 for the Public Works Department of the Public Works and Utilities Department. *Director of Public Works and Utilities Department Brant D. Keller will address.*
8. Consider Police Dept. request to declare a seized 1996 Chevrolet Caprice sedan, VIN # 1G1BL52W9TR104607 as surplus and authorize sale on Govdeals.com. *Chief Michael F. Yates will address.*

***Motion/second by Commissioners Reid-Ward/McLemore to approve Items #3 -- #8 carried 7-0.***

9. Consider renewal of lease between the City of Griffin and 701 West Quilly Street, LLC for property located at 701 West Quilly Street, Griffin, Georgia in the amount of \$1.00 per year. *Staff Attorney Jessica O'Connor will address.*

Commissioner asked about use of this facility and was informed it is used for storage.

***Motion/second by Commissioners Hollberg/Reid Ward to approve #9 carried 7-0.***

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

10. Consider on first reading an Ordinance amending the Code of Griffin, Georgia at Chapter 6, ALCOHOLIC BEVERAGES, by deleting the current Chapter and enacting in lieu thereof a comprehensive revision of the City's regulations pertaining to the manufacture, distribution, sale, use and possession of alcoholic beverages, including provisions for licensing; and other purposes. *City Attorney Drew Whalen will address.*

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

11. Consider approval of a resolution establishing an incentive program for alcohol license fees. *Staff Attorney Jessica O'Connor will address.*

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

12. Consider adoption of a Resolution updating and designating City-owned properties on which alcoholic beverages may be lawfully sold, distributed, or consumed. *Staff Attorney Jessica O'Connor will address.*

After some discussion, it was noted that we can we add the Sixth Street Bridge or other areas that can be revisited at such time as they are needed.

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

13. Consider revised Chapter 58, City of Griffin Code of Ordinances - Offenses and Miscellaneous Provisions. *Staff Attorney Jessica O'Connor will address.*

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

14. Consider awarding the Housing Condition Survey bid to APD Solutions to provide consultant services that will develop a Consolidated Housing Conditions Study and Housing Market Analysis Summary. *Toussaint Kirk, Director of Planning & Development Services will address.*

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

Mr. Kirk noted that the study and summary should be completed around next February. This will include also the more densely populated areas in unincorporated Spalding County.

15. Consider approval of a design-build contract with J.R. Bowman Construction Co. for the design and construction of a new Fire Station and Headquarters Complex, located at 1420 Ellis Road for the guaranteed maximum price of \$2,950,000. *John C. Hamilton will address.*

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

Mr. Whalen recognized Mr. Reid Bowman and Andy Howard present tonight and thanked them.

16. Consider a design-build contract with C. E. Garbutt Construction Co., Inc. for the renovation design and construction of the Historic City Hall, located at 205 East Solomon Street, for the guaranteed maximum price of \$3,100,000. *DDA Director Kenwin Hayes will address.*

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

17. Consider for approval to amend the City of Griffin's Fiscal Year 2017 Operating and Capital Budget in the amount of \$110,000 for fiber installation to Flint River Pump Station in Water Wastewater Utility Fund. *Markus Schwab, Chief Financial Officer, will address.*

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

18. Consider approval of Task Order for the Design, Engineering and Construction Management of Cabin Creek Wastewater Plant to Paragon Consulting Group in the amount of \$1,410,000.00 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 Hollberg/Brock to approve carried 7-0.***

<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. The CDBG Check Presentation, originally scheduled for October 7 but delayed due to weather, is rescheduled for November. Planning & Development personnel will be on hand in Savannah for the presentation. This \$500,000 represents our eighth CDBG grant.
2. Groundbreaking for the new Fire Station Headquarters will be Friday, October 21, 2016 at 11 a.m. After that, the new Fire Department apparatus (Truck #2) will arrive via the Sixth Street Bridge to the Park at Sixth.
3. The City's "Paint the Park Pink" will be Friday, October 14. Wear your pink T-Shirt that was sold through the Electric Department and come to the Park at Sixth for lunch and activities to show your support for breast cancer awareness.
4. We were proud to have sent seven workers to the Jacksonville area as Mutual Aid in light of the Hurricane devastation. Five Firefighter Rescue Techs went to coastal Georgia, as well.
5. The City will again participate in the Downtown Trick or Treat, Monday, October 31 from 4-6 p.m.

<b>COMMISSIONERS REPORT</b>
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*Commissioners Brock, Flowers, Reid-Ward, McCord, and McLemore – No comments.*

***Chairman Morrow***

He noted that he and Airport Manager Robert Mohl met with a County Manager in South Carolina, just across from the Savannah area, who was looking to expand a small airport. They are growing with the expansion of the Savannah port. He drove to Griffin and was very complimentary of the new signage and logos on the City vehicles. He was impressed with our branding and marketing, and we were proud.

***Commissioner Hollberg***

He thanked everyone for assistance with our local fair and with filming in the area. It has been fun and the fair has been good so far.

Chairman Morrow then recognized a young man just out of Fayetteville Piedmont Hospital who arrived too late for Citizens Comments. Mr. Tobias Ward, of Neighborhood Rescue, came forward to address the Board and invite everyone to the Family Community Center at 2181 North Expressway for an event this Saturday, October 15, from 10-2. He came to Griffin from Atlanta 3½ years ago and has worked with many community agencies. This agency exists to change one person's life at a time with no promises or grand gestures. Some speakers at the event include: Chairman Morrow, Dr. Adelia Seymour, Tobias Ward and Dr. Anthony Alexander. There will be food, vendor tables, sponsored activities and community agencies. Special speakers will provide empowerment sessions, and there will be fire and K-9 demonstrations. Monthly reports from this group will be forthcoming, also, to keep the Board of Commissioners informed.

<b>ADJOURN</b>
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***Motion/second by Commissioners Hollberg/McCord to adjourn at 6:31 pm carried 7-0.***

Respectfully Submitted,

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Kenny L. Smith, City Manager/Secretary

Accepted:

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Dick Morrow, Chairperson