

The Mayor and Council met for a called meeting.

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| Those Present: | Greg Thompson | Mayor |
| | Wayne Adcock | Vice-Mayor |
| | Lee Malcom | Council Member |
| | Denise Dixon | Council Member |
| | Nathan Purvis | Council Member |
| | Larry Bradley | Council Member |
| | Rita Scott | Council Member |
| | Nathan Little | Council Member |
| | Jimmy Richardson | Council Member |
| | Matthew Chancey | City Administrator |

Staff Present: Danny Smith, Jeremiah Still, Keith Glass, Rodney Middlebrooks, Mike McGuire, Patrick Kelley

Visitors: Sadie Krawczyk, Sharon Swanepoel, Brittney Fitzpatrick, Beverly Harrison, Debbie Kirk, Logan Propes, James Draper

I. CALL TO ORDER – GREG THOMPSON

1. Roll Call

Mayor Thompson noted that Council Member Lee Malcom was absent. There was a quorum.

II. DEPARTMENT REPORTS

1. October Monthly Reports

The Department heads presented the monthly reports.

Council Member Lee Malcom arrived during the department reports.

III. COMMITTEE INFORMATION

1. Finance

a. September 8, 2015 Finance Committee Minutes

The minutes are for informational purposes only.

No Action.

b. Approval – Purchasing Policy Revision

City Administrator Matthew Chancey explained the revision to be an amendment to the policy. The revision is required for the City to be LAP Certified in order to locally administer projects, which any Federal Funding requires. The policy update includes the Brooks Act, which states that the City selects qualified architectural and engineering consultants. The remainder of the policy stays the same.

The committee recommends to Council approval of the revised Purchasing Policy.

*Motion by Little, seconded by Malcom.
Passed Unanimously*

2. Airport

a. September 9, 2015 Airport Commission Minutes

The minutes are for informational purposes only.

No Action.

City Administrator Matthew Chancey gave an update. He stated the annual planning session was held in September, which covered the overall vision for the Airport. Grants, terminal buildings, hangers, and airport logistics were discussed. Mr. Larry Fussell will be here next month to give a more in depth look at the planning session. Mr. Chancey also stated that the official ribbon cutting and open house for the fuel farm will be this Saturday. There will be free

hamburgers and hotdogs as well as discounted fuel. The fuel will be sold for \$3.65 per gallon from 11:00 am until 2:00 pm, during the open house.

3. Public Works

a. Approval – Purchase of International with Base Loader

Mr. Danny Smith requested approval for the purchase of a 2016 International 4300 with a TL3 Base Loader from Petersen Industries through the City's membership with the National Joint Powers Alliance, for the amount of \$130,019.02. This purchase is a CIP Project. It will replace the 1994 knuckle boom truck with high miles that is no longer in-service. Mr. Smith stated that if the purchase is approved, they would like to surplus the old truck on GovDeals.

The committee recommends the purchase of the 2016 International with Base Loader from Petersen Industries, for the amount of \$130,019.02 to Council.

*Motion by Scott, seconded by Adcock.
Passed Unanimously.*

4. Utilities

a. Approval – Repair of Aerial Sewer Main

Mr. Rodney Middlebrooks discussed the erosion which has occurred on the Jacks Creek pier and the prior repairs. He explained the deterioration is past the City being able to do the repairs. The permanent fix would be to have a contractor install steel pilings. The lowest bid of \$27,750.00 came from Rutledge Crane Service, which would come from the repair and maintenance budget.

The Committee recommends to Council to have Rutledge Crane Service to repair the sewer main for the amount of \$27,750.00.

*Motion by Bradley, seconded by Purvis.
Passed Unanimously.*

b. Approval – Purchase of Variable Frequency Drives for High Service Pumps

Mr. Rodney Middlebrooks explained that the drives which allow the pump motors to start at a low rpm and gradually work up to full speed have gone out. Starting them at full speed causes damage to the pumps and the motors. He requested to have Tekwell, the lowest bid including labor, replace the pump drives for the amount of \$20,322.44, which is a CIP Project.

The Committee recommends to have Tekwell replace the pump drives at the Water Plant for the amount of \$20,322.44 to Council.

*Motion by Dixon, seconded by Bradley.
Passed Unanimously.*

c. Discussion – Clubhouse Utilities

City Administrator Matthew Chancey discussed the request for Home Owners Association (HOA) Clubhouses, particularly Oaks at Mill Creek, utilities to be billed as residential rates rather than commercial rates. He stated there are approximately five within the City. The powering of clubhouses could be either the powering of a gate, street lights, or an irrigation system for plantings around a gate. Mr. Chancey stated this to be a general discussion in order for the Committee to decide how they would like to move forward with this request.

Council Member Nathan Little questioned if all of the five within the City would basically be HOAs, or who would be paying the bills.

Mr. Chancey clarified that the Oaks at Mill Creek bill goes to the HOA. Skyline Trace Apartments and Plaza Trace are billed directly to the entity who manages the complexes. St. Ives is billed to the HOA for the gate, security lights and irrigation. Highland Creek has a clubhouse, but their only service is for the irrigation system.

Council Member Larry Bradley stated that the City and Council want to encourage residential areas. He doesn't believe these to be commercial ventures, even though no one lives in the clubhouses to make them residential; they also aren't commercial. He believes that they should either be moved to the residential rate or a separate rate should be established for them.

Council Member Little stated that HOA are more consistent with residential, but the others are more commercial if they are connected to a rental complex. The IRS treats a rental complex as a business. It would be setting a precedent for others going forward. He questioned if ECG could tell us what other Cities are doing.

Mr. Chancey answered that a survey could be sent to ECG requesting that information.

Council Member Lee Malcom questioned how development under construction would be handled, because the builder would be in charge until it is seventy-five percent complete.

Council Member Bradley stated he agrees that it would be setting a precedent, but he doesn't have a problem with that fact. This would be to encourage home ownership and communities within home development.

Council Member Nathan Purvis stated that it increases public safety to have any type of development well lit, whether it be an apartment complex or a neighborhood. He feels lowering the rates to residential rates would help to increase safety.

Council Member Little suggested getting the opinion of ECG and then work on getting a comprehensive policy for the City to apply.

The Committee recommends to Council to have ECG send out a survey requesting the billing rates for HOA customers in other Cities.

*Motion by Bradley, seconded by Purvis.
Passed Unanimously.*

5. Public Safety

a. Approval – Purchase of Vehicles

Chief Keith Glass explained the need to purchase two vehicles, one for the Officer assigned to HIDTA and the other to replace the one which was totaled. The purchases will be made using funds from the sale of the 2011 Jeep going on surplus, which will have a reserve of \$28,000.00, and insurance funds from the totaled vehicle, with the remainder coming from seized funds. He requested approval, with the total expenditure of the vehicles not to exceed \$42,000.00.

The committee recommends to purchase the two vehicles with the amount not to exceed \$42,000.00 using surplus funds, the insurance settlement, and seized funds to Council.

*Motion by Malcom, seconded by Little.
Passed Unanimously.*

6. Economic Development

Economic Development Specialist Sadie Krawczyk gave an update. She explained that Walton County and Monroe have been invited to Atlanta next week to do a virtual bus tour, which will showcase Monroe. Fall Fest and Paws in the Park Road Race will be this weekend. The money raised from the road race will be used to continue the development of Childers Park. Light Up the Night will be on November 5th along with the Grand Opening of the Monroe Visitors Center and the Museum. DDA will be updating the sprinkler system in downtown for watering the planters. Sanders is open again, Posh is under new ownership, and Top Dog Contractors has opened. Ms. Krawczyk explained that the resolution being read tonight shows support from the City for the Downtown Development Authority applying for a Revolving Loan Fund through the Department of Community Affairs. This is for the property located at 101 North Broad Street on behalf of JLCJ Real Property. She explained that the resolution in no way obligates the City, but is required by the DCA as evidence of municipal support.

IV. ITEMS OF DISCUSSION

- 1. Upcoming Public Hearings
 - a. Rezone – 1035 East Spring Street
 - b. Zoning Variance – 1401 Alcovy Street
 - c. Variance for Sign – 426 West Highland Avenue
- 2. Application – Beer & Wine Package Sales – Citgo Food Mart
- 3. Request – “Monroe Georgia” Official Song
- 4. Appointment – Housing Authority

There was a general discussion on the above item. There was no action taken.

V. ITEMS REQUIRING ACTION

- 1. Resolution – DDA RLF JLCJ Real Property LLC
To authorize Mayor to sign resolution and execute all necessary forms.

*Motion by Malcom, seconded by Bradley.
Passed Unanimously.*

VI. ADJOURN TO EXECUTIVE SESSION

*Motion by Scott, seconded by Adcock.
Passed Unanimously.*

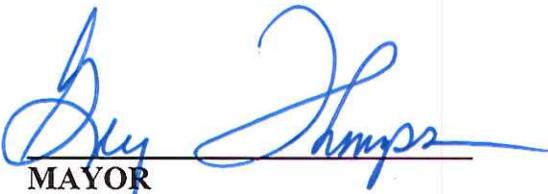
RETURN TO REGULAR SESSION

- 1. Personnel Issue (s)
To hire Logan Propes as Finance Director for a salary of \$85,000.00 per year.

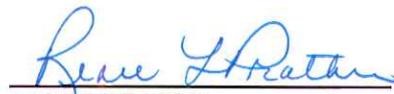
*Motion by Malcom, seconded by Adcock.
Passed Unanimously.*

VII. ADJOURN

*Motion by Scott, seconded by Malcom.
Passed Unanimously.*



 MAYOR



 CITY CLERK

The Mayor and Council met for an Executive Session.

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|----------------|---|---|
| Those Present: | Greg Thompson Wayne Adcock Lee Malcom Denise Dixon Nathan Purvis Larry Bradley Rita Scott Nathan Little Jimmy Richardson Matthew Chancey | Mayor Vice-Mayor Council Member Council Member Council Member Council Member Council Member Council Member Council Member City Administrator |
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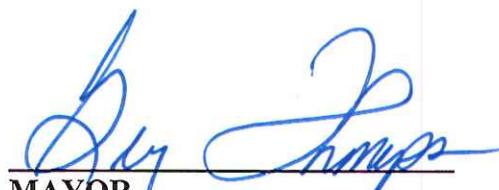
I. Approval of Agenda

II. Personnel Issue (s)

- 1. Personnel Matter
Personnel matters were discussed, including attorney-client discussions.

III. Adjourn to Regular Session

*Motion by Scott, seconded by Adcock.
Passed Unanimously.*



 MAYOR



 CITY CLERK