

The Mayor and Council met for a called meeting.

Those Present:	John Howard	Mayor
	Wayne Adcock	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Larry Bradley	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Paul Rosenthal	City Attorney

Absent:	Norman Garrett	Council Member
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Staff Present:	Danny Smith, Chris Croy, Keith Glass, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Patrick Kelley
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Visitors:	Sadie Krawczyk, Beverly Harrison, Sharon Swanepoel, Marsha Jackson, Andrew Kenneson, Carl Hofstadter, Kelvin Seagraves, Cindy Little
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### **I. CALL TO ORDER – JOHN HOWARD**

#### **1. Roll Call**

Mayor Howard noted that Council Member Norman Garrett was absent. There was a quorum.

### **II. DEPARTMENT REPORTS**

#### **1. April Monthly Reports**

The Department heads presented the monthly reports.

### **III. COMMITTEE INFORMATION**

#### **1. Finance**

##### **a. Approval – Personnel and Operational Policies and Procedures**

Council Member Larry Bradley stated there to be a significant number of policy changes. He questioned whether to go through the extended amount of information tonight or reconvene at another time to discuss the changes. He believes all of the changes need to be discussed individually, which will be lengthy. Mr. Bradley stated that the other Council Members might want to be included in the discussions, rather than only the Finance Committee.

There was a discussion on the feasibility of having a Finance Committee Meeting, a Called Council Meeting, or discussing the changes individually with Mr. Propes.

City Administrator Logan Propes discussed the two page summary listing the major changes. He explained the summary is in bullet point format, which is broken down by policy. It will be creating a master document that is easily accessible to all employees. Mr. Propes explained that some of the changes are minor process changes; the biggest change in the Personnel Policy concerns internal announcements. The policy change allows internal announcements of vacancies for a maximum of 10 days, prior to posting the vacancies externally for a minimum of 10 days.

Council Member Bradley stated that he would prefer having a separate meeting to discuss each of the changes in detail, because Council has an obligation to agree on the changes in the policy.

City Attorney Paul Rosenthal explained that if Council were inclined to make a motion to table this matter and that motion were to pass, a special meeting could be held prior to the May meeting. The item would essentially go straight onto the Consent Agenda if at that Called Meeting a motion were made to recommend it to the full Council. He explained that would be the easiest procedural path to defer the item to a specially set meeting.

To table and arrange for a Finance Committee Meeting.

**2. Airport**

No Items Scheduled.

**3. Public Works**

No Items Scheduled.

**4. Utilities****a. Approval – Loganville Water Sales Agreement**

Mr. Carl Hofstadter, with Hofstadter & Associates, went over the basic facts of the Water Sales Agreement with Loganville. He discussed running a line from Monroe to Loganville to provide water to the City of Loganville. He explained there will only be supply lines not connections. A permit from the Georgia Department of Transportation will be required. He explained that Monroe will not have any problem with the usage, and it will not strain the system. There will be approximately 37,000 linear feet of water line. The size of the line will depend on how Loganville wants the water to be delivered. The rate will start at one million gallons per day initially, but the components will be designed to deliver up to two million gallons per day. The intake line will start at the Alcovy River, and the pressure will be increased to produce the amount of water wanted by Loganville. Accommodating their water delivery needs will determine the pipe and pump sizes. Mr. Hofstadter stated that there will be lots of bores and driveways, which due to the economy may increase the price. Although, there are contingencies that will absorb some of those increased costs.

Council Member Larry Bradley questioned the cost being between three and four million dollars.

Council Member Nathan Little questioned the City being responsible for half of that amount.

City Administrator Logan Propes explained that the contract outlines the rates of the water which will be sold to Loganville. He is requesting approval of the Water Sales Agreement, contingent upon the final legal counsel reviews and amendments. The total is estimated to be between three and four million, with Monroe and Loganville splitting the cost. He stated the rates will be tiered, and the full payback for the water line will be approximately 4 years. The contract is for 10 years, with 10 year renewals.

Council Member Little stated that the contract has been in discussion for a long time, especially the last 5 years. The City of Monroe has the capacity, so it is an opportunity to sell the water. The agreement will help the City of Loganville and the City of Monroe.

The committee recommends to Council approval of the Loganville Water Sales Agreement as presented pending final legal counsel reviews and amendments.

*Motion by L. Bradley, seconded by Adcock.  
Passed Unanimously.*

**b. Purchase – Trucks for Water Treatment & Wastewater Treatment Facilities**

Mr. Rodney Middlebrooks discussed the request to purchase two trucks. The trucks will be for the Water Treatment and Wastewater Treatment Facilities, replacing two older vehicles with high mileage. He requested to purchase two 2018 Ford F150 Trucks. The lowest bid came from Courtesy Ford for the amount of \$20,500.00 each. He explained it is \$500.00 above the budgeted amount for each of the vehicles, and will come from the CIP budget.

The committee recommends to purchase two 2018 Ford F150 Trucks from Courtesy Ford for \$20,500.00 each to Council.

*Motion by Adcock, seconded by L. Bradley.  
Passed Unanimously.*

**c. Purchase – Takeuchi Excavator for Stormwater**

Mr. Rodney Middlebrooks requested to purchase a 2018 Takeuchi TB260 Excavator for the amount of \$63,600.00 from Perimeter Takeuchi, the lowest bidder. The excavator will be used by the Stormwater Department, and will stop the need for a rental unit. He stated that the low bid is \$11,400.00 below the amount budgeted.

Council Member Larry Bradley questioned the maintenance needed on an excavator, and whether the City does the maintenance for the rental units. He discussed the rental costs, and questioned how long the equipment would last.

Chris Croy stated the maintenance to be very minimal, only normal things like oil changes.

Mr. Middlebrooks answered that the rental company does the maintenance work on their equipment. He explained that the first excavator was purchased in 2006 for the Water Department, and it is still like new.

Council Member Nathan Little questioned the number of excavators total for all the divisions.

Mr. Middlebrooks stated that Water, Sewer, and Gas Departments each have one. The Electric Department has one, and the Public Works has two.

The committee recommends to Council the excavator purchase from Perimeter Takeuchi for the amount of \$63,600.00.

*Motion by L. Bradley, seconded by Adcock.  
Passed Unanimously.*

**d. Purchase – Van for IT**

Mr. Brian Thompson discussed the request to purchase a 2018 Grand Caravan. The lowest bid came from Courtesy Ford for the amount of \$24,500.00, which is \$500.00 below the amount budgeted. He explained it will replace a 2002 Mercury Mountaineer which has very high mileage. The vehicle is used to transport printers, computers, and other assorted devices between departments.

The committee recommends to purchase a 2018 Ford Grand Caravan from Courtesy Ford for the amount of \$24,500.00 to Council.

*Motion by Adcock, seconded by L. Bradley.  
Passed Unanimously.*

**e. Purchase – Van for Electric**

Mr. Brian Thompson requested to purchase a 2018 Dodge Ram ProMaster 2500 Cargo Van from Enterprise for \$24,497.00. The vehicle will be used for commercial meter testing and energy audits for both commercial and residential. It will carry lots of equipment for meter testing and fault locating. He explained the lowest bid is \$2,503.00 below the budgeted amount.

City Administrator Logan Propes explained the van will help with taking care of major accounts, allowing routine maintenance visits to the large commercial and industrial customers.

The committee recommends to Council to purchase a 2018 Dodge Ram ProMaster Van from Enterprise for the amount of \$24,497.00.

*Motion by L. Bradley, seconded by Adcock.  
Passed Unanimously.*

**5. Public Safety**

**a. Approval – Out of State Travel for Fire**

Chief Keith Glass requested approval to send Lieutenant Mike Towe to the Fire Department Instructors Conference in Indianapolis, Indiana, April 26-29, 2018. He explained that Lt. Towe is also a volunteer with Oconee, who will be absorbing some of the costs. He will be traveling with the employees from Oconee, so there will not be any travel costs for the City. The cost will be \$380 for class registration and \$98 for meals.

The committee recommends to send Lieutenant Mike Towe to the Fire Department Instructors Conference in Indianapolis, Indiana, April 26-29, 2018 to Council.

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

**6. Planning & Code**

No Items Scheduled.

*Council Member Lee Malcom left the meeting at 7:16 pm.*

#### **7. Economic Development**

##### **a. Discussion – Community Improvement Tax Incentive**

Economic Development Specialist Sadie Krawczyk explained that there has been a lot of discussion within the Georgia Initiative for Community Housing team about the potential of using the “Blight Tax” or “Community Improvement Tax Incentive” tool to address vacant, dilapidated structures around the City. She explained that it is not used for any residential or commercial structures which are occupied. It is a tool to help vacant properties change. The property could get remediated, taken care of, torn down, or some type of action from owners. It establishes a method to tax properties that are in blighted condition at a higher rate, until they are brought into compliance. Ms. Krawczyk stated that a multiplier is added to the property tax, which is typically seven times the property tax. The City Ordinances concerning blighted properties would determine the criteria of a dilapidated property.

There was discussion regarding the potential timeline, facts, the most common questions and answers about the process, and other cities already using this method.

*No Action.*

#### **IV. ITEMS OF DISCUSSION**

- 1. Upcoming Public Hearings**
  - a. Rezone – 603 & 606 Alcovy Street**
  - b. Rezone – 302 North Madison Avenue**
  - c. Zoning Ordinance Code Text Amendment #5**
- 2. Presentation – Child Abuse Prevention Month Proclamation**
- 3. Appointment – Historic Preservation Commission**
- 4. Rezone – 603 & 606 Alcovy Street**
- 5. Rezone – 302 North Madison Avenue**
- 6. 2<sup>nd</sup> Reading – Zoning Ordinance Code Text Amendment #4**
- 7. 1<sup>st</sup> Reading – Zoning Ordinance Code Text Amendment #5**
- 8. Resolution – MGAG Voting Delegate**
- 9. Resolution – ECG Voting Delegate**
- 10. Resolution – MEAG Voting Delegate**
- 11. Resolution – MEAG Competitive Trust Beneficiary**
- 12. Resolution – 2017 Budget Amendment**

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

#### **V. ADJOURN**

*Motion by R. Bradley, seconded by Little.  
Passed Unanimously.*

  
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MAYOR

  
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CITY CLERK