

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
	Norman Garrett	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Jeremiah Still, Keith Glass, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Patrick Kelley

Visitors: Sadie Krawczyk, Chris Bailey, Beverly Harrison, Sharon Swanepoel, Bryan Couch, Scott Appling, Harold Patterson, Richard Parker, Barbara Parker, Scott Robinson, Gerald Atha, Ben Doster, Brent Youngblood, Les Russell

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that Council Member Ross Bradley and Council Member Lee Malcom were absent. There was a quorum.

City Administrator Logan Propes introduced Les Russell as the new Human Resources Director, who has an extensive background in human resources and project management. Mr. Russell has been a resident of Monroe for many years, and will be a great asset for the City of Monroe.

Council Member Ross Bradley arrived at 6:02 pm.

Council Member Lee Malcom arrived at 6:03 pm.

II. DEPARTMENT REPORTS

1. May Monthly Reports

The Department heads presented the monthly reports.

III. COMMITTEE INFORMATION

1. Finance

a. Purchase – BadgePass Management System

Mr. Chris Bailey discussed the request to purchase the software, hardware, and system services from BadgePass, Inc. This system will replace and upgrade all door access and security for City Hall, for the amount of \$38,080.22. It will allow areas of the building to be secure, and control the flow throughout the building. Mr. Bailey explained the system can expand to other City facilities later, as phase expansions. He stated that BadgePass had the most complete system providing upgrades and workability of the desired outcome.

Council Member Larry Bradley questioned whether the \$38,000.00 covers only City Hall, even though it can expand to other places. He also questioned the cost for adding other areas.

Mr. Bailey answered this cost will be the main part of the system, which will control all aspects of the system. He explained that adding the other areas will be much less, due to the main control already being installed. Mr. Bailey discussed entry points and access doors for the other facilities. He also referenced customers which use BadgePass security.

The committee recommends to purchase the BadgePass software, hardware, and system services for \$38,080.22 for City Hall to Council.

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

2. Airport

No Items Scheduled.

3. Public Works

a. Approval – EIP 2018 Grant Administrative Services

Economic Development Specialist Sadie Krawczyk presented the request for approval of grant administration services for the 2018 Employment Incentive Program Grant (EIP). She explained the purpose is to extend road access in Piedmont Industrial Park, making the park more amenable to additional industrial development. The selection committee recommends Allen-Smith Consulting for the grant administration services for the EIP Grant.

The committee recommends to Council the approval of Allen-Smith Consulting as grant administrator for the 2018 EIP Grant.

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

b. Approval – EIP 2018 Grant Engineering Services

Economic Development Specialist Sadie Krawczyk presented the request for approval of the engineering services for the 2018 Employment Incentive Program Grant (EIP). She stated that the selection committee recommends Precision Planning for the engineering services.

The committee recommends approval of Precision Planning for the engineering services for the 2018 EIP Grant to Council.

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

c. Approval – North Broad LCI Materials Testing Contract

City Administrator Logan Propes explained the requirement from the Georgia Department of Transportation for the materials testing analysis on the North Broad Street LCI project. Keck & Wood, the project engineers, recommends NOVA Engineering and Environmental, LLC. The estimated amount for the material testing is \$18,925.00. Mr. Propes explained this money will come from SPLOST funds, and a portion of the cost will be reimbursable or count towards the in-kind match for the City.

The committee recommends to Council approval to contract with NOVA Engineering and Environmental for the materials testing services for the North Broad LCI Project, with the amount not to exceed \$18,925.00.

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

d. Approval – Intergovernmental Agreement – John Deere Road

City Administrator Logan Propes requested this item be deferred to next month, due to continued negotiations with the County.

Tabled.

4. Utilities**a. Approval – Water Treatment Plant Gutter Repair**

Mr. Chris Bailey presented the request to contract with Garland Company to make repairs to both the external and internal gutter systems, and soffit panels at the Water Treatment Plant. He explained the estimated cost for the repairs is \$15,986.00. He explained that Garland Company will be the general contractor through US Communities, with Veteran Builders being the lowest bidder overall.

The committee recommends approval to contract with Garland Company to repair the internal and external gutter systems and soffit panels at the Water Treatment Plant for the amount of \$15,986.00 to Council.

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

b. Approval – Sewer Service Policy Amendment – Gerald Atha

Mr. Rodney Middlebrooks explained the request for a variance to the Sewer Service Policy. The request is to allow the property at Highway 83, County Parcel #C1650056, to connect to the City of Monroe sewer system with a gravity line. The parcel adjoins the existing Windfield Place Subdivision. This would have been the fifth phase to the subdivision, but Mr. Atha is selling the property instead of developing it. Mr. Middlebrooks explained that the policy change requires the property to be inside the City Limits or in the electric service territory to connect. He stated that the City sewer runs directly through the parcel, which would allow easy access to the system. It would be a gravity line, with no pumping.

Council Member Larry Bradley questioned the expense to the City, and if the subdivision would already be serviced by water and gas.

Mr. Middlebrooks answered there would not be any expense to the City. The developer would be responsible for all the sewer mains, tie-ins, and everything. He explained that water and gas are already in place in this area to service the subdivision.

The committee recommends to Council approval of the policy variance to allow the development located at Highway 83, County Parcel #C1650056, to connect to the City's sewer system with a gravity line, contingent upon the development as proposed.

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

Council Member Nathan Little stated that his only concern about granting the variances is that some guidelines need to be set. He feels the requests should be tied to a project, not necessarily assigned to a parcel of land. Each request needs to be approved based on a specific project. Mr. Little stated that Mr. Middlebrooks has looked at this project, and the way it will work with the system is acceptable.

c. Approval – Sewer Service Policy Amendment – Mazzawi Trust

Mr. Rodney Middlebrooks explained the request for a variance to the Sewer Service Policy. The request is to allow the property at Highway 83, County Parcel #C1650058, to connect to the City of Monroe sewer system with a gravity line. He explained this is the same situation as the previous property. Mr. Middlebrooks stated that the 92.40-acre parcel is owned by Mazzawi Trust, and is zoned County A1 agriculture. It is just past the previous property, a little closer to the sewer plant. He stated the concept plan proposes 184 lots, however, the approvals and rezoning must occur at the County level. The City sewer runs directly through the parcel.

Council Member Larry Bradley questioned the distance between the two properties.

Mr. Middlebrooks answered the properties are approximately a quarter of a mile apart.

Council Member Lee Malcom questioned the lot sizes for the development. She stated that this presentation is a bit vague, compared to the previous one.

City Administrator Logan Propes stated that the property would require a County rezone. He explained that if approved, the condition of pending County approvals would need to be added.

He stated that the entrance exceeds the one hundred lot maximum, therefore, the County may require some design changes during process.

The committee recommends to Council approval of the policy variance to allow the development located at Highway 83, County Parcel #C1650058, to connect to the City's sewer system with a gravity line, contingent upon the development as proposed and pending approval by Walton County for the development.

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

Council Member Nathan Little requested Mr. Middlebrooks to put together some guidelines. He stated that he doesn't believe an overall policy change is necessary, but there needs to be some type of guidelines for who can be considered. As previously mentioned, some things can't be accepted, such as pump stations. The guidelines will help anyone applying for an amendment to the basic policy.

d. Approval – Watershed Protection Plan

Mr. Rodney Middlebrooks presented the Watershed Protection Plan, prepared by Professional Service Industries. He explained that the Georgia Environmental Protection Division requests the City to adopt the recommendations of the Watershed Protection Plan. The City will be required to monitor and test four creek locations. He discussed several recommendations that the City already does, which includes sewer line stream crossing inspections, street sweeping, storm drain stenciling, and stream clean-up events. Mr. Middlebrooks explained that the cost will be approximately \$19,500.00 per year. Ecological monitoring by a Certified Ecologist will be required twice per five-year period. The budget will be increased to \$30,500.00 on those years. He explained that the City of Monroe has not met all of the requirements to be a Water First Community yet, but this gets us a step closer. The creek testing does not start until next year, which will give time for budgeting.

The committee recommends approval of the Watershed Protection Plan to Council.

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

5. Public Safety

a. Approval – Out of State Travel for Police

Chief Keith Glass requested approval to send Administrator Officer, Sergeant James Green to the Axon Accelerate Conference in Scottsdale, Arizona, June 4 – 8, 2018. He explained Axon is the provider of the body-worn cameras that the officers wear. The total combined expenses for the airfare, transportation, hotel, meals, and registration are \$1,817.93.

The committee recommends to Council to send Administrator Officer, Sergeant James Green to the Axon Accelerate Conference in Scottsdale, Arizona for a total cost of \$1,817.93.

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

b. Purchase – Quick Response Vehicle

Chief Keith Glass discussed the lease purchase of a 2018 Ram 1500 from Enterprise Fleet Management to be used for Quick Response. He explained that over the past three years, the Monroe Fire Department has explored the deployment of a Quick Response Vehicle to meet the ever-growing medical assist calls. This reserves the Fire Apparatuses for fires and other major public safety threats.

City Administrator Logan Propes stated approximately \$35,000.00 is budgeted for the vehicle purchase. He suggests a lease purchase instead, due to preservation of cash flow and low interest rate. He recommends a three-year lease purchase, for a monthly lease rate of \$782.51.

Council Member Ross Bradley questioned the capabilities of the vehicle.

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Chief Glass explained that standard fire service calls have evolved to hazmat operations, a multitude of medical assists, and extracting people from vehicle accidents. This vehicle will have the capability to handle most any first aide type call.

Council Member Norman Garrett questioned having two trucks at the Fire Department for the Quick Response Vehicles already, and what will happen with them.

Chief Glass answered that this truck will be assigned specifically for this purpose, whereas the current trucks are not. He explained that one is the Chief's truck, and the Captains use the other.

Council and staff further discussed vehicles, uses, and calls.

The committee recommends approval of the lease purchase of a 2018 Ram 1500 from Enterprise Fleet Management for a monthly rate of \$782.51 to Council.

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

6. Planning & Code

No Items Scheduled.

7. Economic Development

No Items Scheduled.

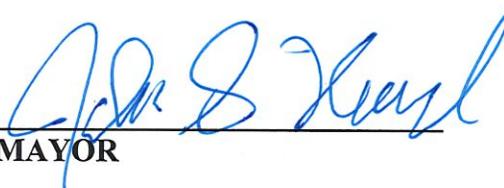
IV. ITEMS OF DISCUSSION

1. **Upcoming Public Hearings**
 - a. **Rezone – 1050 North Broad Street**
2. **Rezone – 603 & 606 Alcovy Street**
3. **Rezone – 1050 North Broad Street**
4. **Application – Beer & Wine Package Sales – Harry's**
5. **Application – Spirituous Liquors and Beer & Wine On-Premise Consumption – Fuzions**
6. **2nd Reading – Zoning Ordinance Code Text Amendment #5**
7. **1st Reading – Speed Zone Ordinance**
8. **Approval – Main Street Program MOU**
9. **Approval – Fireworks Agreement**

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

V. ADJOURN

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


MAYOR


CITY CLERK