

**MINUTES
CITY COMMISSION REGULAR MEETING
June 7, 2022**

The Regular Meeting of the Cordele City Commission was held on June 7th, 5:30 p.m., Cordele City Hall Courtroom, 501 North 7th Street, Cordele, Georgia with the following present:

Joshua Deriso, Commission Chair	Vesta Beal-Shephard, Commissioner
Wesley Rainey, Commissioner	Isaac Owens, Commissioner
Angela Redding, City Manager	Janice Mumphery, Recording Secretary
Tommy Coleman, City Attorney	

Staff present: Capt. Jalon Heard - Police Chief, Irene Cantrell – HUD Director, Fire Chief Augusta Telfair, Debra Perry – City Clerk, Jack Wood, Sr. – Chief Codes Official, Melinda Spillers – HR Administrative Assistant, Steve Fulford – Asst. City Manager/Public Works Director, Debbie Wright – UT&C Director, Cathy Mygrant – Asst. Financial Director, Jackie Walker - Municipal Court Clerk.

Others present: Monica Rentfrow-Downtown Development Authority, Charlie Butts, Velesia Grant, Cassandra Glenn, Anthony Duckworth, Jean Oliver-Burks, Jeff Davis, Demarin Williams, Jaylen Smith, Camesha Morgan, Jayce Gray, Jayden Gray, Shanta Bowen, Shon Oliver, Mitchell Gibbs, Andy Poe, Alex Bowen, Johnny Dennis, Westley Spears, J. Royal, J. Jenkins, C. Battle, Dr. Ruby Jackson.

Media present: Deepayan Sinha- South GA TV; Cordele Dispatch – Neil McGaHee.

Call to Order: Commission Chair Joshua Deriso called the meeting to order at 5:30 p.m.

Invocation: There was a moment of silent prayer.

Pledge Allegiance to the United States Flag: The Pledge of Allegiance was led by Commissioner Rainey.

Roll Call: A quorum was established.

Attendee's Name	Title	Absent	Present
Joshua Deriso	Commission Chairman		✓
Vesta Beal-Shephard	Commissioner Ward 1		✓
Isaac Owens	Commissioner Ward 3		✓
Wesley Rainey	Commissioner Ward 4		✓

Approval of Agenda – June 7, 2022: Commissioner Shephard moved to approve the Agenda for June 7, 2022; seconded by Commissioner Owens; the motion was approved by the Commission.

Approval of Regular Meeting Minutes – May 17, 2022: Commissioner Rainey moved to approve minutes for May 17, 2022; seconded by Commissioner Shephard; the minutes were approved by the Commission.

Approval of Work Session Minutes – May 24, 2022: Commissioner Owens moved to approve the Work Session Minutes for May 24, 2022; seconded by Commissioner Rainey; the motion was approved by the Commission.

SPEAKERS APPEARANCES: No requests.

SPEAKERS ON A SPECIFIC AGENDA ITEM: No one appeared before the Commission.

MAIN STREET UPDATE: Monica Rentfrow, Director of Downtown Cordele

- Mrs. Rentfrow gave the Commission the quarterly report for Downtown Cordele.
- Year to date - Economic Impact Totals for Cordele Railway Park is \$185,907.00.
- The Commission received information on what is given to anyone that comes in requesting information about locating a business downtown, available property list, Façade Grant Application, flyer on the rural zone designation, and the incentive brochure.

DEPARTMENT HEADS REPORTS:

1. Finance Director – City Manager Angela Redding Reported.

Monthly Distributions – May 2022

LOST	\$237,520.86 received on 5/27/2022
SPLOST 2018	\$125,807.17 received on 5/24/2022 (March 2022 Distribution)
TSPLOST	\$28,456.76 received on 5/30/2022 (April 2022 Distribution)

2. Fire Chief – Chief Augusta Telfair Reported.

Types of Activities and Number of Incidents Reported: April 29 – June 1, 2022

- Fire alarm investigations 9
- Rubbish fires 2
- Lawnmower fire 1
- Grass fire 1
- MVA with extrication needed 1
- EMS assist calls 2
- False Alarm 1
- Cancelled enroute calls 5
- Odor investigation 1
- Unattended cooking calls 4
- Structure fire 1
- Smoke investigations 2
- Lifting assistance call coroner office 1
- Automatic aid call 1
- **Total calls for Service from Dispatch 32**
- On June 14, 2022, David Trussell with Georgia Firefighter Standards and Training, will be at the Cordele Fire Station #1, to do an on-site audit; he will check the department's Cancer Insurance, Workers' Comp Insurance and Certificate (making sure that the coverage is in place), and checking training records for 2021 with applicants' signatures.

3. Housing and Urban Development – Irene Cantrell Reported.

- a) **CDBG 2020 SEWER IMPROVEMENTS PROJECT** – We have received the “Contractor’s Clearance letter” from the Georgia Department of Community Affairs (DCA) acknowledging the clearance for the Company RPI Underground, Inc., the apparent second Lowest Bidder, for the McLeod Subdivision sewer improvements project. Gregg Bacon, Project Manager with Lanier Engineering, Inc., has recommended that RPI Underground, Inc., be accepted for this project. Upon the City of Cordele’s acceptance of this recommendation, Lanier Engineering, Inc., will proceed to issue the following actions: (a) Notice of Award; (b) Request RPI Underground, Inc., to provide Bonds and Certificates of Insurance; and (c) Lanier Engineering will prepare construction Contracts for execution.
- b) **CORDELE PLANNING COMMISSION:**
The Cordele Planning Commission met on June 1, 2022, at 10:00 a.m., to review and consider an amendment to the City of Cordele Zoning Ordinance to “Designate Permissible Uses of Solar Electrical Systems”. The Cordele Planning Commission had a full discussion, with several remarks, questions, spell checks, from the CPC members. Codes Official, Lin Mercer addressed several questions. Mrs. Angela Redding, City Manager, expressed her appreciation to the CPC members for their services to the City of Cordele and advised the CPC members that their comments will be taken into consideration in regards to the amendment to the Cordele Zoning Ordinance to “Designate Permissible Uses of Solar Electrical Systems”.
- c) **BOARD OF ZONING APPEALS:**
The BZA board is scheduled to meet on Thursday, June 9, 2022, at 10:00 a.m., to review and consider a conditional use permit request for a variance from property owner (Milton Holly, Jr.), to locate a new single wide manufactured home on Lots 5 and 6, Block 164, 607 West 18th Avenue, Cordele, Georgia.
The zoning classification of this property is (R-7.5) One and Two Family Residential, Medium Density District. Also included on the June 9, 2022, BZA Agenda is consideration of a request for a conditional use permit request for a variance from the property owner, Bennie Bynes, Jr., on behalf of a family member (Mary Bynes Appling) to locate 1995 Single wide manufactured homes (14’ x 70’) at 707 West 12th Avenue, Block 109, Lot 6, Cordele, Georgia.
- d) **CHIP 2018 PROJECT** – Our CHIP Representative, Ms. Brenda Wade, has advised via email that work is progressing to obtain final BIDS for each of first three homes as follows:
 - Ms. Diane Ford, 211 West 27th Avenue, Cordele, GA
 - Ms. Ida Patrick, 509 West 18th Avenue, Cordele, GA
 - Ms. Mattie Gary, 107 Ross Street, Cordele, GAShe is having some challenges with contractors confirming costs on certain items like tubs, HVAC units and windows due to supply chain issues.

4. Chief Codes Official - Jack Wood, Sr. Reported

Commercial Construction Projects	\$12,030,500.00	Permits	\$28,914.00
Residential Construction Projects	\$12,229,187.00	Permits	\$27,899.00

5. Personnel Director – Melinda Spillers – HR Administrative Assistant Reported

- May 2, 2022: Began accepting internal and external applications for the vacant Patrol Captain position in the Police Department.
- May 4, 2022: Re-posted the vacancies of Finance Director, Patrol Officer and Police Sergeant on GLGA, GLGPA and Indeed.com.
- May 19, 2022: Completed and submitted the semi-annual for the Firefighter Cancer Benefit Program.
- May 23, 2022: Extended a formal offer of employment to a Patrol Captain applicant in the Police Department.
- May 26, 2022: Met with Shannon Middleton of Premise Health to discuss operations of the City's Wellness Center along with methods to improve awareness and utilization.
- May 31, 2022: Received notice from Principal Financial that supplemental insurance policies will renew in August 2022 without a premium increase.

Commission Chair Joshua Deriso asked when will evaluations of employees start?

City Manager Angela Redding stated that during the budget process, evaluations will begin for every employee. It is mentioned in the personnel rules, the employee will be evaluated on their anniversary date, but this has not happened for some time. Evaluations will be done at the same time as the budget.

**6. Municipal Court – Jackie Walker, Municipal Court Clerk Reported
Municipal Court Report for May, 2022**

Total Traffics and Criminal Cases:	244
Bench Warrants Ordered	14
License Suspension Ordered	35
Defendants Incarcerated	2 incarcerated for 22 days
Total Cash Bonds and Fees Paid	\$39,473.35

7. Police Chief – Chief Heard Reported. Reporting Period April 28 – May 31, 2022

Part I Crimes:	57
Motor Vehicle Thefts	2 (2 recovered)
Aggravated Assault	10 (3 adult arrests and 1 juvenile arrest)
Larceny (Thefts)	39 (14 enter autos; 4 shoplifting w/3 arrest; 18 other thefts)
Burglary	6 (2 residential; 2 business; 2 Churches)
Part II Crimes	98
Incidents Reported	180
Community Contacts	34
Citations Issued	137
Warnings Issued	87
Total Calls for Service	1,494

- The Police Department welcomes Captain Justin West – Patrol Commander
- The Police Department will attend a Job Fair at the Community Clubhouse on June 3rd.

8. Public Works – Steve Fulford Reported.

Ongoing Projects:

- Installation of water and sewer lines and stormwater drainage improvements at Gillespie-Selden Gardens.
- 8th Street stormwater drainage and sidewalks project is about 98% complete.

Upcoming Projects

- Culvert pipe replacement on 6th Avenue and 8th Street is postponed for now because of Personnel issues.
- Bid opening for 2022 LMIG Project will be June 28th and the project is expected to begin in the next 60 days.

9. UC&T – Debbie Wright Reported.

- Water Treated 55,929,900 gallons 1.804 MGD average
- Wastewater Treated 65,530,000 gallons 2.113 MGD average
- The contractor is replacing the manhole that was the 90 degree turn this week. Southeast Pipe should be starting the CIPP on Monday to finish up the entire 48” line.

9. Information Technology Update – Bobby Stennett Reported

- a) Working on getting smart phones for Meter Readers by the end of the month of June. The new software provided by Itron systems at the end of month will allow the meter readers the ability to do work orders from their smartphones. This in turn will allow them to stay in the field and not have to keep going back and forth to city hall.
- b) Must have item, Firewall will be coming up on end of life at the end of December. Will be installing a new Firewall that month in order to keep the city hall network up to date with the latest cybersecurity protection.

AGENDA ITEMS

1. Swearing-In to serve on City Boards. Commission Chair Joshua Deriso swore in the Board Members.
 - a) Johnny Dennis – Community Clubhouse Coordination Board
 - b) Jeff Davis – Plumbing Board
2. Proclamation – Crisp County High School Track Team. Commissioner Isaac Owens presented the Proclamation to the Track Team.
3. Consider an Event Permit for Food Truck. This is a Family Event, organizer is Monica Rentfrow, Director of Downtown Cordele. Date of event is June 10, 2022; 11 AM to 5 PM at the Community Clubhouse, 108 East 15th Avenue, Cordele, GA. Commissioner Rainey moved to approve the Event Permit; seconded by Commissioner Shephard; the motion was approved by the Commission.
4. Consider a Parade Permit. The Watermelon Festival Parade. The organizer is Monica Simmons, Director of the Cordele/Crisp Chamber of Commerce. The parade will be held on June 25, 2022

at 9:30 AM; line up is at 8:30 AM. The route of the proposed parade is 15th Ave. East & 6th Street, going East on 15th Avenue and ending up at Pecan Street. Approved by Police Chief Jalon Heard. Commission Owens moved to approve the Parade Permit; seconded by Commissioner Shephard; the motion was approved by the Commission.

5. Consider an Application for a Beer Only – Consumed On Premises License. Name of Business is Clubb Swaggz, 1001 North 11th St., Cordele, GA. The Applicant’s name is Anfernee Deontae Hicks. The application was approved by Police Chief Jalon Heard on May 17, 2022. Commissioner Shephard moved to approve the Alcohol License; seconded by Commissioner Owens; the motion was approved by the Commission.
6. Consider an Application for Beer Only – Consumed Off Premises. Name of Business Jyoti 522 LLC dba United Racer, 2109 East 16th Ave. Suite B, Cordele, GA. The Applicant’s Name is Mukesh Patel. The application was approved by Police Chief Jalon Heard on May 25, 2022. Commissioner Shephard moved to approve the Alcohol License; seconded by Commissioner Rainey; the motion was approved by the Commission.
7. Consider an Application for Beer & Wine Consumed Off Premises. Name of Business is WalMart, 1215 East 16th Avenue, Cordele, GA. The Applicant’s Name is Felisha Kay Spells. The application was approved by Police Chief Jalon Heard on May 31, 2022. Commissioner Shephard moved to approve the Alcohol License; seconded by Commissioner Rainey; the motion was approved by the Commission.
8. Consider an Application for Beer Only - Consumed On Premises. Name of Business is Hurling Hatchets, LLC., 2010 Central Avenue, Unit A, Cordele, GA. The Applicant’s name is Lindsey Taylor Thomas. The application was approved by Police Chief Jalon Heard on May 31, 2022. Commissioner Shephard moved to approve the Alcohol License; seconded by Commissioner Rainey; the motion was approved by the Commission.
9. Consider a Permit for a Street Closure Extension for Gillespie Gardens Project. Street Closure requested for South 12th Street from 15th to 16th Avenue; June 1 – September 30, 2022. Commissioner Shephard moved to approve the Street Closure Extension; seconded by Commissioner Owens; the motion was approved by the Commission.
10. Consider request from Crisp County Board of Commissioners to donate drainage easements in Meadow Park Subdivision.
Background and Summary
Crisp County Board of Commissioners are making drainage and street improvements in Meadow Park Subdivision. They are currently in the process of acquiring the needed right-of-way and are requesting the City of Cordele donate two (2) drainage easements containing a total of 0.470 acres. Commissioner Rainey moved for the City of Cordele to donate drainage easements in Meadow Park Subdivision; seconded by Commissioner Shephard; the motion was approved by the Commission.
11. Consider request from the Vecino Group for the City to construct sidewalks on the eastside of 12th Street from 16th to 15th Avenues. The Developer will repave the street.

The Commission discussed this matter and are requesting cost estimates for the sidewalks before a decision is made.

12. Approve the installation of a natural gas main extension in the Industrial Park on Pateville Road, Griffin Asphalt Co. Commissioner Rainey moved to install the natural gas main extension at the City's expense of approximately \$322,000.00; seconded by Commissioner Shephard; the motion was approved by the Commission. The Commission did agree upon putting in standard size lines in an area, if it is larger than the standard size, the company will be responsible for additional line.
13. Consider Award to RPI Underground, Inc for Sanitary Sewer Improvements in McLeod Subdivision (CDBG Project 19p-x-040-2-6121). Bid of \$1,124,165.88 was second lowest responsible bid. City Manager Angela Redding stated RPI bid is \$471,544.88 higher than the budget for CDBG construction funds. She recommended going forward with this project. She stated there are viable options to move forward: (1) utilize the second round of ARPA Funds; (2) utilize the General Fund; (3) reduce the scope of the project (number of homes to fit the budget). After much consideration and discussion; Commissioner Owens moved to approve the bid for \$1,124,165.88 with RPI Underground, Inc. for Sewer Improvements in McLeod Subdivision, utilizing the second round of ARPA funds in the amount of \$471,544.88 to complete the project; seconded by Commissioner Shephard; the motion was approved by the Commission.
14. Consider Quit Claim Deed from PEACH STATE PACKAGING, LLC. (Owens Corning Property). Commissioner Owens moved to approved the Quit Claim Deed; seconded by Commissioner Rainey; the motion was approved by the Commission.
15. Consider First Reading of an Ordinance to the Code of Ordinances of the City of Cordele, Georgia, providing a Per Diem for the Reimbursement of Actually and Necessarily Incurred Expenses by Members of the City Commission; Repealing all Ordinances in Conflict Herewith; and for Other Purposes. City Attorney Tommy Coleman stated, this per diem is for expenses only, if all the per diem is not used, it will have to be given back to the City, if it is not given back, it will become income and then it will be a violation of the statue. The Ordinance will be on the Agenda for 6.21.2022 for the Second Reading.
16. Consider and approve Nationwide 457(B) Restatement Adoption Agreement. Commissioner Owens moved to adopt the Nationwide 457(B) Restatement Adoption Agreement; seconded by Commissioner Shephard; the motion was approved by the Commission.
17. Discuss to create office space for the Chair with an administrative assistant, and designated parking space. Commissioner Owens moved to create office space and designated parking for the Commission Chair. The motion failed for the lack of a second.
18. **CITY MANAGER'S REPORT:** Angela Redding Reported.

Firehouse Subs Ribbon Cutting

Thursday, June 2, 2022 at 10:00 AM – Commission Shephard and City Manager Angela Redding attended a Ribbon Cutting for Firehouse Subs at 1416 East 16th Avenue, Cordele, GA. Firehouse Subs has employment opportunities for ages 16 and above. Please ask for William or Alexis Stilley. Also, donations made at Firehouse Subs benefits the local community. The Fire Department received a grant for \$17,490.64 from Firehouse Subs to purchase equipment.

Home Depot Rebate Program

The City received a check from GMA for participating in GMA's exclusive Government Solutions On-line procurement program. When shopping at Home Depot through GMA's program, the City receives special discounts, free shipping on orders over \$100, volume pricing, and an annual 3% rebate. The City received a rebate check in the amount of \$475.23, that reflects the 3% rebate of annual shopping with GMA's Home Depot Program in 2021.

Employee Newsletter

June employee newsletter was sent via email last week.

Community Newsletter

We are beginning to accumulate email address for the community newsletter. Individuals who would like to receive a copy of the newsletter can send their email address to Janice Mumphery at janicemumphery@cityofcordele.com or call City Hall at (229) 273-3102 and ask to speak with Janice.

Board Appointments

The following Boards need Board members:

- Board of Zoning Appeals – Board member appointed in February is unable to attend meetings due to his work schedule.
- Community Clubhouse Coordination Board

Solar Ordinance

The Planning Commission met Wednesday, June 1st to review the proposed Solar Ordinance. The Planning Commission asked questions, provided comments, and requested clarification on some items. The revised Ordinance will be placed on the next Agenda.

Upcoming Events

- The Watermelon Festival Ribbon Cutting will be held at the Farmer's Market on Friday, June 10, 2022 at 10:00 AM
- Watermelon Parade is Saturday, June 25, 2022 at 9:00 AM.
- Food Truck Friday – June 10, 2022 at the Community Clubhouse, 11 AM – 5 PM.
- Downtown Cleanup Week – June 6-10, 2022
- The Department of Community Affairs, the representative for this area, sent information on Emergency Rental Assistance that is available to our citizens who have been negatively impacted during the COVID-19 pandemic. Also, there are funds for people that have been displaced by COVID and are living in hotels, have items in storage, and need assistance for a deposit for a rental. State of Georgia has \$552 million in federal Emergency Rental Assistance.

- The runoff election is June 21, 2022, from 7 AM – 7 PM, in your assigned precinct. Advanced Voting starts June 13 – 17, 2022, 8:00 AM – 6 PM, in the Elections Office at 210 South 7th Street, Room 103. Friday, June 10th is the last day to request a ballot by mail.

Request from EJB Family Youth Outreach Services

EJB Family Youth Outreach Services is requesting to utilize the Old Boys and Girls Club facility (YES Building), June 17-19, 2022, as well as the ball field. City Manager Angela Redding stated she did reach out to Mr. Waters to let him know that he would need to reach out to the County regarding the use of the ball field because the field is under the direction of the County. Commissioner Owens moved for EJB Family Youth Outreach Services to utilize the YES Building June 17- 19; seconded by Commissioner Shephard; the motion was approved by the Commission.

Request from IDC

The City owns property (an empty lot), located on 7th Street, behind Fast Stop and across from Cordele Glass, it was formerly a gas station. Grant Buckley, Crisp IDC, reach out to the City Manager Angela Redding and mentioned that IDC received funds, where IDC can have a Phase I and possibly a Phase II study performed, free of charge, at no cost to the City, paid for by an EPA Grant. Mr. Buckley is asking if the City would like to move forward because if we have an interest in selling or redeveloping that property, this is something we would need to have done anyway. City Manager Angela Redding stated she is bringing this before the Commission for discussion. Commissioner Owens moved to give IDC permission to have a Phase I and possibly a Phase II study through an EPA Grant; seconded by Commissioner Shephard; the motion was approved by the Commission.

Information on ASD Consultants, Inc.

The Commission agreed to table until they can look over the information.

FYI

The Peanut Gin that is located in Commissioner Shephard's district was advertised in the Newspaper to be sold on the Courthouse steps today (June 7, 2021) by the Bank of Camilla. City Manager Angela Redding stated that she will follow-up with the Bank of Camilla to find out if the Property was sold.

- 19. CITY ATTORNEY'S REPORT:** No Report.
- 20. EXECUTIVE SESSION:** (For Personnel, Litigation, Real Estate and Legal Matters)
Commissioner Shephard moved to go into Executive Session to discuss Personnel and Litigation Matters at 7:20 p.m.; seconded by Commissioner Owens; the motion was carried by the Commission.
- 21. MEETING RECONVENED:** Commissioner Owens moved to reconvene the Meeting at 9:01 p.m., seconded by Commissioner Rainey; the motion was approved by the Commission.
- 22. ADJOURNMENT:** Commissioner Owens moved to adjourn the Meeting at 9:02 p.m.; seconded by Commissioner Rainey; the motion was approved by the Commission.

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APPROVAL OF MINUTES: Commissioner Rainey moved to approve the Minutes of June 7, 2022; seconded by Commissioner Owens; the Minutes were approved by the Commission.