

**MINUTES
CITY COMMISSION REGULAR MEETING
March 7, 2023**

The City of Cordele Commission held a Regular Meeting on March 7, 2023 at 9:00 AM, Cordele City Hall Courtroom, 501 North 7th Street, Cordele, Georgia with the following present:

Royce Reeves, Sr., Commission Vice Chair	Wesley Rainey, Commissioner
Isaac Owens, Commissioner	Tommy Coleman – City Attorney
Angela Redding – City Manager	Janice Mumphery – Recording Secretary
Commissioner Vesta Bela Shephard – via Telephone	

Commissioner absent: Commission Chair Joshua Deriso

Staff present: Rusty Bridgers – Finance Director, Interim Fire Chief Frank Bullington, Irene Cantrell – HUA Director, Jack Wood, Sr. – Chief Codes Official, David Wade – Human Resources Director, Jackie Walker – Municipal Court Clerk, Police Chief Jalon Heard, Steve Fulford – Asst. City Manager/Public Works Director, Debbie Wright – UC&T Director.

Media Present: Ricky Smarr - South GA TV; Chris Lewis and Sonia Brown – Cordele Dispatch

Call to Order: Commission Vice Chair Royce Reeves, Sr. called the Meeting to order at 9:02 a.m.

INVOCATION: There was a moment of silent prayer.

PLEDGE ALLEGIANCE TO THE UNITED STATES FLAG: The Pledge of Allegiance was led by Commission Vice Chair Reeves.

ROLL CALL: A quorum was established.

Attendee's Name	Title	Absent	Present
Joshua Deriso	Commission Chairman	x	
Royce Reeves, Sr.	Commission Vice Chairman		✓
Vesta Beal-Shephard	Commissioner Ward 1		✓
Isaac Owens	Commissioner Ward 3		✓
Wesley Rainey	Commissioner Ward 4		✓

APPROVAL OF AGENDA – March 7, 2023: Commission Rainey moved to approve the Agenda for March 7, 2023; seconded by Commissioner Owens; the motion was approved by the Commission.

APPROVAL OF MINUTES – February 21, 2023: Commissioner Rainey moved to approve the Minutes for February 21, 2023; seconded by Commissioner Owens; the motion was approved by the Commission.

SPEAKERS APPEARANCES: Speakers will have five (5) minutes:
No Requests.

SPEAKERS ON A SPECIFIC AGENDA ITEM: Speaker will have three (3) minutes: No Requests.

PRESENTATION: Judge Russell Wright, Municipal Court Judge: Judge Wright stated he was appointed the City Judge in February 2018. He stated the first thing he did as City Judge was to hire Blake Brantley as Prosecutor (Solicitor) and Dustin Land as a Defense Lawyer. He stated a Judge cannot simply change a case, he can take the advice of the Solicitor to settle that case. The Municipal Court meets the second and fourth Tuesday of each month; on the second Tuesday arraignments are done and on the fourth Tuesdays cases are tried. Judge Wright gave a detail description on the operation of the City Municipal Court.

DEPARTMENT HEADS REPORTS

1. FINANCE DEPARTMENT: Rusty Bridgers Reported.

Mr. Bridgers introduced the Staff Accountant, Ms. Sonya Alexander.

LOST (Local Option Sales Tax

<u>Received</u>	<u>Amount</u>	<u>Collected</u>
9/30/2022	218,847.17	August
10/31/2022	230,872.11	September
11/30/2022	228,292.88	October
12/29/2022	228,919.79	November
1/30/2023	237,469.63	December
2/27/2023	213,693.35	January

SPLOST (SPECIAL PURPOSE LOCAL OPTION SALES TAX

9/25/2022	235,043.57	July
10/25/2022	212,136.34	August
11/23/2022	223,016.01	September
12/19/2022	221,910.45	October
1/30/2023	222,089.70	November
2/24/2023	228,904.97	December

TSPLOST (TRANSPORTATION SPECIAL PURPOSE LOCAL OPTION SALES TAX)

9/30/2022	29,444.86	August
10/31/2022	30,007.53	September
11/30/2022	28,683.20	October
12/30/2022	29,474.82	November
1/31/2023	33,427.28	December
2/28/2023	26,894.52	January
Total Collected in February 2023 \$469,492.84		

2. FIRE DEPARTMENT REPORT: No Report.

City Manager Angela Redding introduced Mr. Frank Bullington as Interim Fire Chief.

3. HOUSING AND URBAN DEVELOPMENT – Irene Cantrell Reported.

ECONOMIC DEVELOPMENT REVOLVING LOAN FUND:

The EDRLF Committee has scheduled a public hearing / meeting on Thursday, March 23, 2023, 10:00 a.m., to consider a Revolving Loan Application submitted by Hunt & Company, LLC .

CDBG 2020 SEWER IMPROVEMENTS PROJECT:

The Construction Contractor, RPI Underground, Inc. continues to make progress with the McLeod Subdivision Sewer Improvements and clearing up some small complaints such as replacing mail boxes with the proper height per the mail carriers.

CORDELE HISTORIC PRESERVATION COMMISSION:

The Cordele Historic Preservation Commission met on January 19, 2023, to review one “Application for Certificate for Preservation” submitted by Ms. Juanita Harrold for her property located within the Gillespie Selden Historic District. Ms. Harrold was requesting to construct wooden and chain link fences each at 409 West 13th Avenue and 301 South 11th Street, Cordele, Georgia. The Application was reviewed and approved with some modifications to adjust for proper right-of-way clearance.

CHIP 2018 GRANT PROJECT:

The CHIP Rehab Grant Program have successfully completed two homes and are making progress with the next homeowner.

BOARD OF ZONING APPEALS:

The BZA has been notified that two (2) perspective manufactured home owners are requesting public hearings at the next BZA meeting to submit their applications for review.

4. CODES REPORT: Jack Wood, Sr. Reported.

Combined Total of Commercial/Residential Construction Projects: \$50,475.897.00

5. PERSONNEL DEPARTMENT: David Wade Reported.

February 06, 2023	Promoted a Sergeant to the rank of Captain in the Fire Department.
February 07, 2023	Updated the Section 125 plan of the City’s renewed medical insurance which allows insurance premiums to be deducted pre-tax.
February 09, 2023	Met with Shannon Middleton of Premise Health to update the February and March 2023 provider schedule. They are still in the process of hiring a replacement.
February 15, 2023	A Women’s Health Fair was hosted in conjunction with the Howard’s Women’s Center.
February 15, 2023	Conducted interviews for the vacant Staff Accountant position in the Finance Department. A conditional offer of employment was extended to a candidate on February 16, 2023.
February 27, 2023	Began conducting interviews for the upcoming Fire Chief vacancy. Additional interviews were held on March 01, 2023.
February 28, 2023	Proceeded and submitted required information for filing of the annual 1094/1095 forms.
June 20-22, 2023	Government Risk Management Services will offer a Defensive Driving Course at City Hall; this will be a requirement for all employees who Drives City vehicles and it will also be available to all family members.

6. MUNICIPAL COURT – Jackie Walker Reported.

Monthly Court Summary Report, February 2023

Total Traffic Cases	204
Total Criminal Cases	<u>50</u>
Total Court Cases	254

Bench Warrants Ordered	6
License Suspensions Ordered	32

Total Cash Bonds Paid	\$ 12,298.00
Total Fines Collected	8,506.00
Total Deposits from CSRA	13,158.80
Total Deposits from CRSA Pretrial Sentences	3,400.00
Total Deposits from Restitution	200.00
Total Deposits from Web Payments Collected	15,529.00
Total Deposits GA Depart. Corrections	<u>148.00</u>
Total	\$ 52,969.80

Total Cases Transferred to Superior Court	1
Total Defendants Incarcerated	0
Total Days in Jail	0

7. POLICE DEPARTMENT – Chief Jalon Heard Reported.

Numerical Breakdown and calls for service – February 1-28, 2023

Robberies (Armed by Force/Strong)	2 (1 armed; 1 by snatching 1 warrant issued)
Motor Vehicle Thefts	3 (3 recovered)
Aggravated Assault	5
Larceny (Thefts)	34 (3 entering autos, 5 shoplifting w/4 arrests, 26 other thefts)
Burglary	4 (4 residential)

Departmental News

The Police Department next “Shop with A Cop” is scheduled for March 17, 2023 at Woodvale Apartments.

The Police Department held their first “Community Forum” on February 28th. The event was a Success and they plan to hold another one in the next few months.

8. PUBLIC WORKS – Steve Fulford Reported.

Mr. Fulford stated that Public Works will start on the Holding Ponds, Thursday, March 9th; they will start on West 18th Avenue and 10th Street.

9. UC&T – Debbie Wright Reported.

Month of February

Water Treated Treated a little over 49,000,000 gallons from the wells

Waste water Treated Treated 159,000,000 gallons

Mrs. Wright stated the first of year this was initiated, when a business applies for a Business License, an employee from UC&T has to go out and check to see if the business has a Backflow preventer, they are required by Federal Law and has been required for years. No one is grandfathered in, there is no such thing. Everyone has to have one at your residence, every

business, every industry; it depends on the type that is required. Call UC&T before one is installed, to inform of the type that is needed. When a Business License is renewed, this is the process taken.

AGENDA ITEMS

1. Second Reading of an Ordinance to Establish and Designate Food Truck Zones (areas in which Food Trucks are allowed to use throughout the year by completing an annual form).
City Attorney Tommy Coleman stated that there was a discussion on the zones, in which the Food Trucks will be allowed in; they can operate in the ones that are provided in the Ordinance, they cannot operate in residential zones. Food Trucks can operate in industrial or commercial zones, but they have to have permission from the property owner.
City Manager Angela Redding stated the Food Truck areas on City owned property will be: Williams Field, The Community Clubhouse (during non-rental hours) and East 9th Avenue, where Main Steet is located; these are areas that the City have identified for Mobile Food Vendors. City Manager Angela Redding, asked if there were any more areas the City Commission would like to consider, as far as City property? She also stated that if they are on private property, the Mobile Food Vendor will have to have written permission from the property owner. They are required to have a permit, along with the Ordinance, the City has the Agreement for Mobile Food Vendors, and the insurance requirement. As far as the annual permit fee, this is the decision of the Commission to decide. The permit fee is good for one (1) year and the Mobile Food Vendor can set-up at any time, as long as, they notify the City. City Attorney Tommy Coleman stated that Ice Cream Trucks will be treated differently; Ice Cream Trucks can go in residential areas.
Commissioner Rainey moved to approve the Second Reading of an Ordinance to Establish and Designate Food Truck Zones and to set the permit fee at \$100; seconded by Commissioner Shephard; the motion was approved by the Commission.
2. Consider and Approve an Event Permit for a Wedding Ceremony: Organizer's Name is Maty Jane Gozman, 514 East Oakland Avenue, Cordele, GA. Date of Event is June 14, 2023, 12:00 noon until 6:00 PM. Requesting to block off: 500 block of East Oakland Avenue, between 2nd and 3rd Street. Approved by Chief Heard on March 2, 2023. Commissioner Shephard moved to approve the Event Permit; seconded by Commissioner Rainey; the motion was carried by the Commission.
3. First Reading of an Ordinance of the City of Cordele Repealing the Requirement that One Percent of the Hotel/Motel Tax Shall Be Exclusively Used for the Quiet Community Project; Repealing All Ordinances in Conflict Herewith; And for Other Purposes. Commissioner Rainey moved to approve the First Reading of an Ordinance of the City of Cordele Repealing the Requirement that One Percent of the Hotel/Motel Tax Shall Be Exclusively Used for the Quiet Community Project; seconded by Commissioner Shephard; the motion was approved by the Commission.
4. Consider and Approve a Resolution Pledging to Practice and Promote Civility in the City of Cordele. Commissioner Owens moved to approve a Resolution Pledging to Practice and Promote

Civility in the City of Cordele; seconded by Commissioner Shephard; the motion was approved by the Commission.

5. Consider and Approve Agreement with Albany State University for use of Campus Facilities. Commissioner Shephard moved to approve the Agreement with Albany State University for use of Campus Facility; seconded by Commissioner Rainey; the motion was approved by the Commission.
6. Consider a Resolution Creating a Study Committee on Juvenile Crime and Community Safety Repealing All Resolutions in Conflict Herewith; And for Other Purposes.
City Attorney Tommy Coleman stated that the Commission discussed that they wanted to create a Study Committee on Juvenile Crime and Community Safety in general. Mr. Coleman stated he drafted a general Resolution that would create a Study Committee; there are four people who will be on the committee; the Chief of Police, the Sheriff, the Department of Juvenile Justice and Crisp County Superintendent of School. Mr. Coleman stated he left, Section 3, blank for the Commission to decide how many additional people they would like to appoint, then the Committee is free to begin to study this issue and he will assume when they are finished, they would make recommendations back to the Commission.
City Manager Angela Redding stated, please note that in Section 3, if additional members are appointed that they include members of the clergy, education, youth workers or others who have experience in the field of community safety and juvenile justice.
Commissioner Shephard moved to approve a Resolution Creating a Study Committee on Juvenile Crime and Community Safety with the Commission appointing seven (7) additional members, which will make a total of eleven (11) members; seconded by Commissioner Owens; the motion was approved by the Commission.

7. **CITY MANAGER'S REPORT: Angela Redding Reported.**

AED Training

There was Defibrillator (AED) Training for employees and a total of thirty-three (33) employees completed the training.

11th Street/Joe Wright Drive Sidewalk Project

The project is approximately 2.8 miles in length and would provide handicap accessible sidewalks on both sides of 11th Street from 16th Avenue to Bethel Cemetery and on the west side of 11th Street from Bethel Cemetery to the State Farmers Market. The consultants managing the project for GDOT is Atlas Technical Consultants. A project manager has been assigned to the project and a kickoff meeting will be held in April. The total preliminary engineering phase is \$300,000.00, \$240,000 provided by GDOT and \$60,000 is matched by the City.

Occupation License

Occupation license (business license) renewal is due by April 1st. A penalty is imposed for occupation licenses not renewed prior to April 1st. The penalty is ten (10) percent of the regulatory and administrative fee and occupational tax determined to be due. The delinquency will accrue interest at the rate of one (1) percent for each month or partial month of such delinquency.

Georgia Municipal Association (GMA) and Georgia Cities Solution (GSC) Municipal Workforce Needs Assessment

The City of Cordele received an invitation to participate in GMA/Georgia Cities Solution Municipal Workforce Needs Assessment. Participating cities will receive technical assistance in conducting a workforce needs assessment, leading to the development of a strategy that identifies action items to be implemented to strengthen the city's workforce development efforts. Once the assessment is complete, participating cities will receive assistance in developing a talent recruitment communication strategy using a recruitment tool developed by GMA. There is no cost to the city except staff time and meals for the 2 to 3 onsite meetings during the needs assessment phase. David Wade, HR Director has been designated as the primary liaison to work with GMA/GCS on this project.

Code Enforcement – Residential Parking of Tractor Trailer Trucks and Trailers

Complaints have been received at Cordele Square; food Trucks and citizens selling items. They have been setting up in the parking lot, they do not have permission from the property owner. The property owner has submitted written documentation to the Police Chief that he does not want these types of activities on his property. So, citizens and vendors that set-up on the property will be asked to leave, unless they have written authorization from the owner of the Plaza, not the Store Owner, but the owner of the Plaza.

We have stepped up code enforcement efforts throughout the city. Citizens should be aware that it is unlawful in a residential zone to park tractor trailer trucks and trailers on the public right-of-way of the city or upon privately-owned property.

City Manager Angela Redding stated one way to combat the problem is to make City owned property where tractor trailer trucks can park.

Wage and Compensation Study

The RFP for the Wage and Compensation Study will be advertised this month.

Women History Month

March is Women's History Month; it was designated in 1987 by the U. S. Congress in recognition of women's many accomplishments.

Proposed Ordinance

I will give the Commission a proposed Ordinance to limit the maximum limit of dogs and cats. Because the City is receiving complaints, people have many cats and dogs. City Manager Angela Redding stated she has put together some information for the Commission to review and if it is something the Commission wants to move forward with, it will be added to the Agenda for the next Meeting.

Chief Telfair Retirement Ceremony

City Manager Angela Redding recognized Chief Telfair and his many accomplishments and contributions to the City. The retirement ceremony was held this past Friday, it was well attended

8. **CITY ATTORNEY'S REPORT:** No Report.

Commissioner Shephard asked the City Manager Angela Redding about the plans for GA Cities Week.

City Manager Angela Redding stated the City has the Employee Service Awards Recognition Luncheon, working on a date for the Employee Appreciation Luncheon, and then there are other activities, one will be Movie Night on the lawn at the Community Clubhouse.

Commissioner Shephard asked the City Attorney Tommy Coleman about the Peanut Gin on 6th Avenue and Joe Wright Drive.

City Attorney Tommy Coleman stated he does not have anything. The Commission turned this over to Mr. Brantley, but Mr. Coleman stated he will call and ask him how it is coming along. Commissioner Shephard asked Mr. Coleman to have a report at the next City Commission Meeting.

9. **EXECUTIVE SESSION:** (For Personnel, Litigation, Real Estate): No Executive Session Requested.
10. **COMMENTS BY THE GOVERNING BODY:** Commission Vice Chair Royce Reeves, Sr. stated he has some comments about this great City in which we live in, there is bad and good property throughout the City. For most of it, it starts with the property owner. The westside is not in as bad of a shape as people make it out to be. We need to get out and take interest in our own property. There have been a lot of talk about the conditions of the westside of town. There are some good people on the westside of town. There is bad property all over the City, on the eastside and westside. There are houses that need to be torn down on the eastside as well as the westside of town. Commission Vice Chair Reeves stated he would like to thank the people like Bryd Tripp, Leonard Patrick and Ricky Redding for the works that they have done in the past few years, works that they are doing to revitalize the westside of town. Commission Vice Chair Reeves stated it starts with the property owners investing into their property. If this governing body can assist anyone along the way, within reason which the law allows, that they will. I just want to thank everyone for working all over this great City of Cordele, Georgia.
11. **ADJOURNMENT:** Commissioner Owens moved to adjourn the Meeting at 9:54 a.m.; seconded by Commissioner Rainey; the motion was approved by the Commission.