

MINUTES
CITY COMMISSION WORK SESSION
JULY 6, 2021 AT 4:30 PM

The Cordele City Commission held a Work Session on July 6th, 4:30 p.m., Cordele City Hall Courtroom, 501 North 7th Street, Cordele, Georgia with the following present:

John Wiggins, Commission Chair	Jeanie Bartee, Vice Chair
Royce Reeves, Commissioner	Vesta Beal-Shephard, Commissioner
Wesley Rainey, Commissioner	Roland McCarthy, City Manager
Janice Mumphery, Recording Secretary	Tommy Coleman, Attorney

Staff present: Police Chief Lewis Green, Irene Cantrell, Fire Chief Augusta Telfair, Joy Causey, Debra Perry, Jack Wood, Sr., Steve Fulford, Debbie Wright, Major Jeremy Taylor.

Staff absent: David Wade.

Others Present: Larry Felton, Charlie Butts, Ricky Dawson, Isaac Owens, Don Cole.

Media present: Ricky Smarr – South GA TV; Cordele Dispatch – Neil McGaHee.

Call to Order: Commission Chair John Wiggins called the Work Session to order.

Invocation: Prayer was rendered by Rev. Ricky Smarr.

Pledge Allegiance to the United States Flag: The Pledge of Allegiance was recited.

Approval of Public Hearing Minutes, June 15, 2021: Commissioner Bartee moved to approve the minutes of June 15, 2021; it was seconded by Commissioner Rainey; the Public Hearing minutes of June 15, 2021 were approved unanimously by the Commission.

Approval of Regular Meeting Minutes, June 15, 2021: Commissioner Bartee moved to approve the minutes of June 15, 2021; it was seconded by Commissioner Rainey; the Work Session minutes of June 15, 2021 were approved unanimously by the Commission.

DEPARTMENTAL HEAD REPORTS:

Finance Director – Joy Causey reported. Report Ending Date June 30, 2021

- Revenue is OVER Expenses in FY2021 to date: \$ 617,979
- GEFA (GA Environmental Finance Authority) Loan expenses to date - \$771,000.
- FY2020 Property Tax Collections are \$2,394,119 collected of the \$2,657,949 due or 90% total collected.
- Finance Director, Joy Causey, made a presentation to the Commission, in reference to, the contract with Advanced Disposal, which is now Waste Management. Waste Management will increase their rates to 2.1%, July 1, 2021. She recommended to increase the rate to \$21.00 per month for each residential customer, to begin September 1, 2021. Mrs. Causey stated this will assist with the current gap in revenues and expenses, as well as, assist with the 2.1% increase. Mrs. Causey stated that the contract with Waste

WORK SESSION MINUTES

JULY 6, 2021

PAGE 2

Management will end December 31, 2021. Mrs. Causey recommended that Waste Management contract be extended for an additional six (6) months to expire June 2022; the Commission take these six months to look at a new RFI or RFP.

Commissioner Rainey asked the City Attorney to look into sixty (60) day notification with Waste Management.

Fire Chief – Augusta Telfair reported. May 28 – June 30, 2021

Three (3) motor vehicle fires, three (3) grass fires, six (6) fire alarms, one (1) gas spill, one (1) propane gas leak, one (1) natural gas leak, one (1) possible gas leak, four (4) structure fires, one (1) odor investigation, one (1) stove fire, one (1) power line down, one (1) transmitter, one (1) warehouse fire.

Housing and Urban Development – Irene Cantrell reported.

- **GILLESPIE GARDENS** – The Vecino Group Project Engineers and Architects are in the very early stages of the designs, plats and plans for the Gillespie Gardens project.
- **CPC** - The Planning Commission held a public hearing on Thursday, June 10, 2021, at 10 a.m. to review and consider the annexation of 27+ acres of land located in the Southwest section of Cordele. This property is owned by Daniels & Daniels Properties, Inc. After an open public hearing with several questions and answers from the attendees, the public hearing was closed and the CPC Chairman begun the Commission's review and discussion. The CHPC members made a decision to recommend the annexation of the 27+ acres of land into the corporate City limits and that the zoning classification be Single-Family Residential, Medium Density District (R-7.5S).
- **CDBG 2020** – As of June 2021 there have been Twenty-Four (24) residents of the McLeod Subdivision that have agreed to transferred from the use of a septic tank to connection to the City of Cordele sewer system.
- **CHIP 2018** – There has been no action taken via the Grant Administrator nor the DCA office concerning moving forward with the rehabilitation of the three (3) homes for the property owners:
 - Ms. Ida Patrick at 509 West 18th Avenue,
 - Ms. Diane Ford at 211 West 27th Avenue, and
 - Ms. Mattie Gary at 107 Ross Street
- **CHPC** – The Historic Preservation Commission received two Applications for Certificate for Preservation and same were considered at the June 16, 2021 meeting.
 - Ms. Lana Mays for 415 East 13th Avenue requesting to install a six-foot wooden privacy fence to enclose the rear yard.
 - Mr. Jeff Sinnott for 412 South 5th Street requesting ten plus items of improvements and alterations.
- **EDRLF** – We have received one EDRLF Loan Application package that will soon be ready to submit to the EDRLF Loan Committee for evaluation and a recommendation.
- **BZA** – The BZA board held a public hearing that was scheduled for July 1, 2021 at 10:00 a.m., to review a variance request from Ms. Nakia Walker for a home occupation to operate a beauty salon to include the installation of nails, eye lashes, and eye brows to be located within a section of her home at 609 East 18th Avenue. There were no objections to this home occupation from the public.

WORK SESSION MINUTES

JULY 6, 2021

PAGE 3

Chief Codes Official – Jack Wood, Sr. reported.

Job Evaluation - \$5,108,577.00

Permit fees - \$13,569.00

Two new jobs: Starbucks is coming at 1211 East 16th Avenue

Value of job \$275,000 Permit fee \$1,005.00

Single family home at 100 Aberdeen Circle

Value of job \$495,000 Permit fee \$1,665.00

Personnel Director – David Wade absent.

Commissioner Rainey requested an update on a Retirement Enhancement Cost Study that the Commission approved April 20, 2021. City Manager, Roland McCarthy stated he will get an update and give a report at the next meeting, which will be July 20, 2021.

***Please see report that was submitted for information.

Police Chief – Lewis Green reported.

Motor Vehicle Thefts – (1) 3 recovered, 1 arrested and 1 warrant issued; Aggravated Assault – (6) 5 arrests; Larceny – (28) 6 shoplifting w/5 arrests, 7 entering autos, 15 other thefts; Arson – 1; Burglary – (6) 4 residential – 1 mini storage unit, 1 business; Incidents Reported – 183; Family Violence Incident Reported – (15) 4 arrests; Miscellaneous Incidents – 93; Motor Vehicle Crashes – (74) 44 roadway, 30 private property; Arrests Made from Incidents – 66; Citations Issued – 178; Warnings Issued – 60.

Total Calls – Reporting Period May 27 – June 30, 2021: 1701.

Executive Session: Commissioner Reeves move to have an executive session immediately following the meeting to discuss personnel matters; seconded by Commissioner Shephard; motion was approved unanimously by the Commission.

Public Works – Steve Fulford reported.

Please see report submitted for information.

UC&T – Debbie Wright reported.

- The Ground Storage Tank at Penia Well is painted and back in service.
- Our Risk and Resilience Assessment is finished and has been certified to EPA as being completed. The Emergency Response Plan must now be finished before December 31, 2021.
- The Trickling Filter media has started coming in and work is going on getting it installed in #1. When finished we will begin work on #2.
- Well levels have started dropping. We have dropped 10 feet in most wells. We will begin checking the well levels twice a month for the summer months. This very hot weather combined with unusually dry conditions will definitely have a negative impact on the well levels.

CITY MANAGER UPDATE: Roland McCarthy reported.

MEETINGS ATTENDED

- Meetings on June 16, 2021: Cordele-Crisp IDC and Historic Preservation Committee

WORK SESSION MINUTES

JULY 6, 2021

PAGE 4

- Meetings on June 23, 2021: Cemetery Committee and River Valley Regional Commission with Commissioner Bartee
- Meeting on June 24, 2021: Crisp County Community Council.
- Meeting on June 29, 2021: David Wade, HR Director and Jeff Cobb from AKIN Insurance Agency, Inc. met to discuss the Insurance Renewal for FY2021.
 - Trident Insurance– Their renewal premium is for \$303,857.00 an increase of 5.5% over last year’s policy.
 - Travelers Insurance – Their proposal is for \$274,863.00 with a reduction in the current deductibles being paid.
- The main difference in the proposals is that Trident is a Claims-Made Form and Travelers is an Occurrence Form on the General Liability. Checked with the City Attorney and he stated this is not a problem. So, we will be changing our insurance carrier to Travelers Insurance for FY2022.
- Meeting on June 30, 2021: Main Street Board.

FOR YOUR INFORMATION:

- Received April SPLOST in the amount of \$106,237.92.

MAJOR PROJECTS UPDATES:

*****Sidewalks on 8th Street south of 24th Avenue:** The bid opening was June 22, 2021 at 2PM. The results will be given at the Called Meeting asking for approval to move forward.

*****Sidewalks on 13th Street south of 24th Avenue:** Funds for the 13th Street, South of 24th Avenue sidewalks are becoming available so, have asked Lanier Engineering to begin work on the designs.

*****Inflow / Infiltration Program for Wastewater Collection / Treatment Project in Progress** – SPLOST funds committed for project. The city has been approved for a GEFA Loan to rehabilitate the Trickling Filter System this work is in progress.

*****Gillespie-Selden Rehab Project/Urban Renewal**

- 2018 CHIP (Community Housing Improvement Program) Grant: Work is currently being performed on the Environmental Documents for the potential housing rehabilitation of the home located at 307 South 12th Street. The CHIP Housing Inspector has been contacted to schedule dates for the next two home inspections located at 107 Ross Street and 509 West 18th Avenue.
- 2020 CDBG: All CDBG paperwork has been submitted to the State and the City has been approved for the drawdown of funds. Lanier Engineering is currently working on the project design and should be furnished within a few months. When the project design has been completed, we will be ready for the bidding process.
- Historic Gillespie Gardens: This project will be done in the Gillespie-Selden Historic District, developers have filed tax credits to pursue project.

*****Demolish Dilapidated Structures / Remove Abandoned Vehicles – In Progress with UBPO Cases:** Landbank Authority Board has been established and met for the 2nd time on

WORK SESSION MINUTES

JULY 6, 2021

PAGE 5

February 19, 2021. Code Enforcements Officers will continue to work on cases. City Attorney is also working on dilapidated property.

ADMINISTRATION – FISCAL MATTER

- **American Rescue Plan Act:** The City of Cordele is expected to receive over 3.3 million dollars in Coronavirus State and Local Fiscal Recovery Funds. See attached for discussion. City Manager Roland McCarthy gave the six items this money can be spent on; (1) to support the public health response; (2) to address negative economic impact; (3) provide equity for services; (4) replace public sector revenue loss; (5) provide premium pay for essential workers; (6) invest in water and sewer broadband infrastructure. Suggestions on how this money should be spent. Commission Chair stated that there will be a Work Session or a Called Meeting to discuss this matter.
- **Discussion on the Community Park Design Concepts:** This Park will be located at Williams Field, East 15th Avenue and Pecan Street. Commissioner Bartee informed the Commission of the plans for Williams Field. Commission Chair Wiggins asked Commissioner Bartee to be the overseer of this matter.

ORDINANCES AND RESOLUTIONS – FOR DISCUSSION

An Ordinance to amend Chapter 7 “Cemeteries” of the City Code of the City of Cordele: A proposed Ordinance to amend to the Cemeteries Code. This Ordinance will be on the agenda for the First Reading at the Commission Meeting, which will be held on July 20, 2021.

Old Business: Commissioner Reeves suggested going back to the having two Commissioner’s Meeting a month with the Department Heads making their reports once a month.

New Business:

Discussion on the Suspension/Revocation of a Business License: A packet to request a Suspension/Revocation of a Business License for Joe’s Meat Market located at 1305 South Joe Wright Drive is attached for discussion. City Attorney Tommy Coleman informed the Commission that a Public Hearing will have to take place within thirty (30) days before suspension/or revocation of a Business License. Mr. Coleman stated to alert the owner of the business about the hearing, date and time. There will be a Public Hearing scheduled to hear this matter.

Adjourned Work Session: Commissioner Bartee moved to adjourn the Work Session.

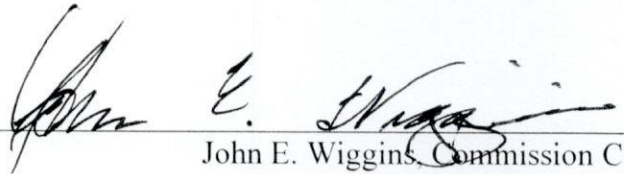
CALLED MEETING: The Commission went into a Called Meeting to approve the following action Items.

- a. **Approval for the 8th Street Sidewalk Project:** Commission approval is requested for a contract on the 8th street Sidewalk Project. The bids for the subject project were opened on June 22, 2021. Three (3) bids were received for the work. HTS Construction, Inc. at \$449,377.24, Zane Grace Construction at \$489,812.55 and Griffin Grading & Concrete at \$572,487.84. After the bid opening, the low bid was reviewed for completeness and we recommend that HTS Construction, Inc. be accepted for this project. Upon the Commission’s approval, we will issue a Notice of Award, request HTS Construction, Inc. provide bonds and certificates of insurance, and prepare the construction contracts for execution. Commissioner Reeves moved to accept the low bid from HTS Construction

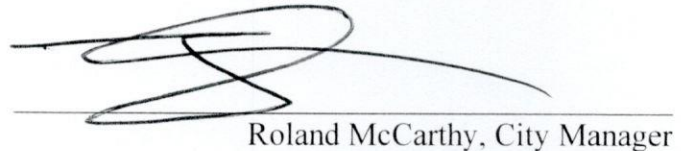
Inc., in the amount of \$449,377.24; seconded by Commissioner Shephard; the motion was approved unanimously by the Commission.

- b. **Approval for an Alcoholic Beverage License, Beer & Wine Consumed on Premises:** Commission approval is requested for an Alcoholic Beverage License, Beer & Wine Consumed on Premises application for Cracker Barrel Old Country Store, Inc. d/b/a Cracker Barrel #456, located at 1905 Central Avenue, Cordele, GA 31015. The applicant's name is Mr. Refik Turkanovic. Chief Green approved the application on June 28, 2021. Pending your approval, the license will be issued. Commissioner Shephard moved to approve the Beer & Wine License Consumed on Premises; seconded by Commissioner Rainey; Commissioners Shephard and Rainey voted aye; Commissioners Reeves and Bartee voted nay; Commission Chair John E. Wiggins broke the tie voting aye. The license was approved with a 3/2 vote.

Adjourn: Commissioner Bartee moved to adjourn the meeting to go into the Executive Session at 5:51 p.m.; seconded by Commissioner Shephard.



John E. Wiggins, Commission Chair



Roland McCarthy, City Manager

7/20/21

Date