

**MINUTES
CITY COMMISSION REGULAR MEETING
FEBRUARY 15, 2022**

The Regular Meeting of the Cordele City Commission was held on February 15th, 5:31 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
Hayden Hooks, Attorney	

Staff present: Police Chief Mike Hathaway, Capt. Jalon Heard, Irene Cantrell – HUD Director, Fire Chief Augusta Telfair, Debra Perry – City Clerk, Lin Mercer - Assistant Protective Services Coordinator, David Wade, - Personnel Director, Steve Fulford – Asst. City Manager/Public Works Director, Cathy Mygrant – Asst. Finance Director, Elaine Kent – Financial Consultant, Debbie Wright – UT&C Director, Kimberly Jackson – Detective Administrative Assistant.

Others present: See Sign in Sheet.

Media present: Not Present - South GA TV; Cordele Dispatch – Neil McGaHee.

Call to Order: Commission Chair Joshua Deriso called the meeting to order at 5:31 p.m.

Invocation: Prayer was rendered by Mr. Courtney Oliver.

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

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 – February 15, 2022: Commissioner Shephard moved to approve the Agenda for February 1, 2022; seconded by Commissioner Rainey; the motion was approved by the Commission.

Approval of Work Session and Regular Meeting Minutes – February 1, 2022: Commissioner Shephard moved to approve minutes for February 1, 2022; seconded by Commissioner Rainey; the minutes were approved by the Commission

PUBLIC COMMENTS: All Speakers will have 5 minutes

1. **Mr. Milton Holly** – Mr. Holly appeared before the Commission to express his feelings, in reference to placing Mobile Home in different locations in the City of Cordele. Mr. Holly stated that it is too difficult to get permission to place a Manufactured/Mobile Home in the City

of Cordele; he would like to see some changes to this process. Mr. Holly stated there are many delapidated houses on the West side of town and he would like to place Mobile Homes in this area to assist with decent housing. The Commission did inform Mr. Holly that he could replace a Mobile Home at 404 South 13th Street because the other one had been burned. The Manufactured/Mobile Home Ordinance does state if a Mobile/Manufactured Home has been burned, it can be replaced with another Manufactured/Mobile Home. Placing a new Manufactured/Home at 606 West 14th Avenue in the Gillespie Historic District and one has never been there, the Commission will have to discuss this matter in detail and alert Mr. Holly later to their decision.

2. **Rev. Larry Rollins:** Rev. Rollins prayed for the leaders of the City of Cordele.

DEPARTMENT HEADS REPORT:

Finance Director's Report: Elaine Kent – Financial Consultant Reported

Will have a more detailed report at the next meeting.

***See Report submitted for information.

Fire Chief: Augusta Telfair Reported – Goals and Accomplishments

Goals:

1. Purchase or lease a 100' stick or ladder unit for large diameter suppression to replace the 32-year-old 50-foot ladder truck that is becoming harder to find parts for and is becoming more and expensive to maintain.
2. Build a new fire station on the Southeast side of Cordele to incorporate a training facility that will serve future growth.
3. Hire or promote a full-time Training Officer, 8:00 a.m. – 5:00 p.m., Mondays - Fridays.
4. Upgrade our aged personnel vehicles.
5. Would like to add one more shift level Fire Fighter to each of our three shifts.
6. Upgrade the cascade system within a year or two before the parts become obsolete, in the case of the system failing. Repairs may not be an option and we wouldn't have a breathing air system to fill air tanks. (29 yrs. Old)
7. Our main goal is to continue protecting life and property of our Citizens and to serve them in any way we can in order to promote a safer and healthier environment.

Accomplishments: Lt. Justin Cook initiated these ideas

1. Recently we received a \$17, 490. 64 Grant for equipment through Firehouse Subs for fire equipment.
2. Installation of a Washer and Drying unit that is designed for Fire Service use in order to reduce carcinogens blood borne pathogens, toxins and other hazardous substances that Firefighter come in contact with.

Housing and Urban Development: Irene Cantrell Reported.

Goals:

1. Start and complete the ground installation of the Sewer Pumps and Sewer Line Improvements/Activities within the McCleod Subdivision for the (48) forty-eight households and complete the final improvements prior to the end of 2022.

2. Start and Complete the Home Improvement work to at least (3) three of the four (4) homes with the CHIP 2018 Grant Funds. Be prepared to start the application process for additional CHIP Funds in the next funding year.
3. Work with the Economic Development Revolving Loan Fund (EDRLF) Committee to develop a plan to better serve the loan recipients to arrange for timely monthly payments.
4. Make all updates to the Official City Map and get the Cordele City Commission to accept and approve before the end of 2022.
5. Prepare for the Year 2023 CDBG Application – Housing Rehabilitation on the Northwest Section of the City of Cordele.
6. Continue to organize stored files in the Community Development Department.

****See Report for additional information.**

Chief Codes Official Report: Lin Mercer - Assistant Protective Services Coordinator:

Goals:

1. To continue to provide prompt and professional service to all businesses and citizens of Cordele.
2. To continue to grow our knowledge of code requirements as they evolve.
3. To work towards the continued development and improvement of The City of Cordele by eliminating dilapidated properties and hazardous conditions.

****See Report for additional information.**

Personnel Director's Report – David Wade Reported:

Goals for 2022:

1. **Recruiting** – Transition from a recruitment strategy where we are focusing on specific current or upcoming hiring needs to a marketing strategy with aims to promote the City as an appealing employer to facilitate future hiring. Utilize youth programs such as Work Based Learning along with career days, job shadowing and summer youth internships. Expand the City's branding.
2. **Improve the Employee Experience** – Utilize employee surveys to uncover areas of improvement. Foster a healthy work culture by ensuring a routine of giving and receiving constructive feedback. Improve the onboarding process by focusing on giving the employees the tools they need to be successful and clarifying our work expectations in their first weeks and months. Investing in employee wellness which enhances productivity, lowers healthcare cost and reduces turnover. Offer career development plans that pays attention to employee's specific needs for growth and learning and offer the assistance they need to get there.
3. **Succession Planning** – By utilizing some of the facets of the Employee Experience goal, start a process of looking at key-employee skills and finding potential replacements from within the organization to ensure that there is no leadership vacuum. Identify employees with unique abilities and skills that can move up to key roles. Identify an employee's weak areas and where training could help to improve performance outcomes and potential for advancement. Have potential successors work alongside key-employees before their knowledge escapes the organization.
4. **Leveraging H.R. Technology** – Acquire a fillable application program along with an Applicant Tracking System to assist with gathering, sorting and filtering pertinent information. Preferably one with integrated workflow to give access to all those involved in the hiring

process along with a performance evaluation system capable of providing real time feedback and coaching models. Continue to update and utilize our current HRIS program.

**See Report for additional information.

Cordele Police Department Report: Chief Hathaway Reported.

Goals:

1. Continue our transition into community policing by working with Cordele Housing Authority and establishing town hall meeting with community members.
2. Coffee with a Cop setup up for Wednesday, February 16, 2022
3. Seek ways to reach potential applicants for open positions within the agency.

Accomplishments:

1. Hosted a Community Policing Course for all officers by former Valdosta Police Chief.
2. Established a new Field Training Officer program for new recruits.
3. Removed all window tint from vehicles, so community has visibility of officers on patrol.
4. Made tremendous strides in officers reaching out and engaging with citizens while on patrol.

Anyone that desires a copy of the Police Department Strategic Plan can come to the Police Department and get one.

Public Works Director – Steve Fulford Reported.

Goals:

CEMETERY/PARKS

1. Remove the vegetation and trash that has accumulated on the banks and inside all 7 holding ponds.
 - In order to complete this goal, we will need to pump down the holding ponds.

2. GAS DEPARTMENT

Meter Testing Program – Begin a meter testing program for commercial and industrial customers. This program will ensure that the meters are recording the correct consumption. Correcting or replacing inaccurate meters will increase revenue and reduce the lost and unaccounted for gas numbers. We will begin with our largest users. This program was approved last year, but due to issues with the Covid pandemic, the program was not started.

- Our goal is to begin the program in March/April 2022 and test approximately 25-30 meters per year. The recommended testing rate will ensure that all of our commercial and industrial meters will be tested for accuracy (or proofed) once every 5 years.

3. ENGINEERING/STORM WATER

Complete the Annual Report (AR) required for the Stormwater Management Program (SWMP) for this year. This is a yearlong event to get the materials/information for this report.

4. STREET DEPARTMENT

- To complete all LMIG Projects.
- Storm drain re-location next to 908 East 29th Avenue. The existing drain pipe begins in front of 908 and travels at an angle across the customer's front yard and across his neighbors' back yard. There is a 20' easement in between these two properties where we will install the new pipe. The pipe has not been purchased yet as there has been supply issues. This project will need to be done during the heat of the summer months. This work should take 4 to 6 weeks.

5. WATER/SEWER – 2022 PRIMARY GOALS

- To complete at least 25% of the camera sewer line inspection this year.
- To complete left hand water valve, change out program. The department is in the process of changing all left-hand water valves to the standard water valve.

***See Report for additional information.

U C & T Director: Debbie Wright Reported:

Goals:

1. To get her employees a pay raise.
2. Ultra-Violet Disinfection for the WWTP
3. New Elevated Water Tank @ Hwy 90 Well (already designed)
4. New well on northside of West Hwy 280 (replacing 19 ½ Alley Well drilled in 1948)
5. New Generator and Transfer Switch for the WWTP
6. New aeration system in the old pond @ the WWTP (replacing 10 aerators with more efficient aeration technique)
7. New conveyor system for the Sludge Filter Belt Press
8. Continue CIPP work on the sewer system. Starting with completion of the entire Northwest Trunk Line to MH #1 behind Penia Well
9. I want to leave this WWTP and Sewer System in top notch shape when I retire!

***See Report for additional information.

AGENDA ITEMS

1. PROCLAMATIONS:

- a) **Mother Lucille Shazier** – 109 years old – Presentation from Tammye Jones, Field Representative for U. S. House of Representative Sanford Bishop. The City of Cordele Commission presented a Proclamation, Rose and Key Chain from the City of Cordele
- b) **Mother Leila Mae Smith** – 102 years old – The City of Cordele Commission presented a Proclamation, Rose and Key to the City from the City of Cordele Commission.
- c) **Mrs. Rosie Watkins** – The City of Cordele Commission presented a Proclamation, Rose and Key to the City from the City of Cordele Commission.
- d) **Former Magistrate Judge Gail Sims** – The City of Cordele Commission presented a Proclamation, Rose and Key to the City from the Cordele City Commission.

EXECUTIVE SESSION: Commissioner Owens moved to go into to Executive Session at 6:42 p.m. to discuss personnel and litigation matters; seconded by Commissioner Shephard, the motion was approved by the Commission.

MEETING RECONVENED: Commission Chair Joshua Deriso called the meeting back to order at 7:42 p.m.

2. Bank Signatories: This item was not discussed by the Commission.

3. Consider Event Permit for Cordele Main Street: Cordele Main Street/Downtown Cordele, Monica Rentfrow – Director, will host “Food Truck Friday” on March 11, 2022, from 11 am

until 5:30 pm. Trucks will line up at 105 East 9th Avenue in front of the Cordele Historic Museum and the Downtown SAM Shortline Depot. Request from the Commission to close 9th Avenue East from North 7th Street to North 6th Street from 10:30 am until the Food Trucks leave at 6:00 p.m. Commissioner Owens moved to approve the request; seconded by Commissioner Rainey; Commission Chair Deriso voted aye; Commissioners Rainey and Owens vote aye; the request was approved by the Commission.

4. Consider a Request from Corey Hobbs – Quail Run Subdivision Homeowner Association President

Background and Summary:

Mr. Hobbs is requesting to place LED light bulbs in the security lights in the Quail Run Subdivision; presently there are incandescent light bulbs in the security lights. Commission approval is needed for Crisp County Power to install the lights. The Home Owners Association will pay for LED light bulbs. Commissioner Rainey moved to approve the request contingent upon a contractual agreement that the Quail Run Subdivision Home Owners Association will pay for the LED light bulbs; seconded by Commissioner Owens; the request was approved by the Commission.

5. Consider a Request for a Variance to Locate a Manufactured Home at 705 South 15th Street

Background and Summary:

The zoning classification of this property is R-7.5, One and Two Family Residential Medium Density District. A Public Hearing was held before the Board of Zoning Appeals on January 27, 2022. Commissioner Shephard moved to approve the request; seconded by Commissioner Shephard; the request was approved by the Commission. Commission Chair Deriso, Commissioners Rainey and Shephard voted aye. Commissioner Owens abstained from the vote because he sits on the Board of Zoning Appeals.

6. Consider a Resolution of the City Commission of Cordele, Georgia, to Relocate the Confederate Statue Currently Situated at the Community Clubhouse, and for Other Purposes. Commissioner Owens moved to approve the Resolution; seconded by Commissioner Shephard; the Resolution was approved by the Commission. Commission Chair Deriso, Commissioners Owens and Shephard voted aye; Commissioner Rainey voted nay. It was approved with a 3/1 vote.

7. Discussion: An Ordinance Repealing Section 12.5 of the City Code of the City of Cordele: Adopting a New Section 12.5 Entitled Demonstrations and Parades; Repealing all Ordinances in Conflict Herewith; and for Other Purposes. After a brief discussion; Commission Chair Deriso stated his two concerns for not approving the First Reading of this Ordinance; (1) More language needed to be included on Picketing in this Ordinance, this Ordinance is replacing the Picketing Ordinance; (2) Being under staff in the Police Department. The Commission agreed to have the City Attorney to present another Ordinance with more language on Picketing.

8. **Consider a First Reading of an Ordinance of the City of Cordele, Georgia Adopted Pursuant to the Provisions of O.C.G.A. § 36-35-4.1** Reapportioning the Election Districts from Which Members of the Governing Authority of the City of Cordele are Elected; Providing an Effective Date; Repealing Prior Ordinance and Charter Provisions in Conflict Herewith; and for Other Purposes. This item was not discussed by the Commission.
9. **Consider a First Reading of an Ordinance to amend and restate the Retirement Plan for the Employees of the City of Cordele, Georgia** in accordance with and subject to the terms and conditions set forth in the attached Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement. When accepted by the authorized officers of the City and GMEBS, the foregoing shall constitute a Contract between the City and GMEBS, all as authorized and provided by O.C.G.A. § 47-5-1 et seq. After a brief discussion; Commissioner Rainey moved to approve the First Reading of this Ordinance; seconded by Commissioner Shephard; the motion was approved by the Commission.

10. Discussion – Manufactured Homes in Gillespie Historic District

Background and Summary:

In 2020, the Historic Preservation Commission deferred the decision as to whether or not manufactured homes could be placed in Gillespie Historic District to the City Commission. The minutes reflect no action was taken by the City Commission. Mr. Holly is requesting to locate a manufactured home at 404 S 13th Street and 606 W 14th Avenue. The Commission decided to wait on placing new Manufactured/Mobile Homes in the Gillespie Historic District. Mr. Holly can replace a Mobile Home at 404 S 13th Street because the one previously burned. This is per Ordinance 2021-14; Amending the Zoning Code of the City of Cordele to provide for location of Manufactured or Mobile Homes on Property where they previously existed; Repealing all Ordinances in Conflict Herewith; and for other purposes.

11. **CONSIDER BOARD APPOINTMENTS:** Commissioner Owens moved to approve the new and reappointment to City Boards; Seconded by Commissioner Shephard; the motion was approved by the Commission. The City Boards were discussed in a Work Session before the Meeting.
12. **CITY MANAGER’S REPORT:**
 - a. **Proposal from Personnel Attorney:** City Manager Angela Redding stated she received a proposal from a Personnel Attorney and she inquired if the Commission wants to accept the proposal. The Commission stated that adjusts needed to be made before considering the proposal. Commissioner Rainey moved table this item until the Commission receive other reviews from him and give the Commission adequate time to read the proposal; seconded by Commissioner Owens; the Commission approved to table this item.
 - b. **COVID Pay from a previous discussion:** City Manager Angela Redding stated that employees who did not receive COVID pay and was out with COVID, will receive pay on February 25, 2022.

- c. **FY2021 Audit:** Mauldin and Jenkins Accounting, the City's present Auditor, will make their FY2021 Audit Presentation on March 1, 2022.
- d. **Discussion on Williams Park:** City Manager Angela Redding stated that she had received invoices on design services for Williams Park. She needs a decision from the present Commission if the City will move forward with the Park. The City Attorney needs to be informed. Commission Rainey moved to pay for the design plan only and table Williams Park until the Commission can find a proper way of funding it; seconded by Commissioner Shephard; the motion did not carry. Commissioner Owens wanted clarification about the amount received and the amount to be paid out.
Amended Motion: Commissioner Rainey moved not to exceed \$35,000.00 on the completed Design Plan for Williams Park; seconded by Commissioner Shephard; the motion was approved by the Commission.

13. OTHER REPORTS: Commissioner Shephard moved to give the owners of the Peanut (Gin) Warehouse, located on Joe Wright Drive and West 6th Avenue, 90 days to bring it up to compliance and after 90 days the City of Cordele will demolish the building; seconded by Commissioner Owens; the motion was approved by the Commission.

14. CITY ATTORNEY'S REPORT: N/A

13. ADJOURNMENT: Commissioner Shephard moved to adjourn the meeting at 8:28 p.m.; seconded by Commissioner Owens; the motion was approved by the Commission.

APPROVAL OF MINUTES: Commissioner Rainey moved to approve the Meetings Minutes for February 15, 2022; second by Commissioner Rainey; Minutes were approved unanimously by the Commission.