

MINUTES
CITY COMMISSION REGULAR SCHEDULED MEETING
January 5, 2021

The regular scheduled meeting of the Cordele City Commission was held on January 5th, 5:30 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	Flinn Coleman, City Attorney

City Attorney absent: Tommy Coleman

Staff present: David Wade, Irene Cantrell, Police Chief Lewis Green, Debra Perry, Deputy Chief Jeremy Taylor, Fire Chief Augusta Telfair, Debbie Wright.

Staff absent: Steve Fulford.

Others Present: Velesia Grant, Ruby Jackson, Rev. Isaac Owens, George Whitehead, Jr., Seneicus Whitehead, Ricky Dawson.

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

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

Invocation: Prayer was rendered by Rev. Ricky Pastor.

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

Elect Vice-Chair: Commission Chair John Wiggins opened the floor for nominations for City of Cordele Commission Vice-Chair. Commissioner Royce Reeves moved to nominate Commissioner Jeanie Bartee. There were no other nominations. Commission Chair John Wiggins asked for a motion to close the nomination with said one name, Jeanie Bartee. Commissioner Reeves moved to close the nomination with the said one name; it was seconded by Commissioner Rainey. Commissioner Reeves moved to elect Commissioner Jeanie Bartee for Vice-Chair; it was seconded by Commissioner Rainey; the motion was carried unanimously by the Commission. Commissioner Jeanie Bartee is Vice-Chair for Year 2021.

Appoint and Set Retainer for Municipal Court Judge: Commissioner Reeves moved to appoint Judge Russell Wright for City of Cordele Municipal Court Judge and to set his retainer the same as it was last year, it was seconded by Commissioner Bartee; the motion was approved unanimously by the Commission. G. Russell Wright is the City of Cordele Municipal Court Judge for Year 2021 and his retainer will remain the same as last year.

Appoint and Set Retainer for City Attorney: Commissioner Bartee moved to appoint City Attorney Tommy Coleman and to set his retainer the same as it was last year, it was seconded by Commissioner Shephard; the motion was carried with a 3/1 vote by the Commission. Commissioner Bartee, Commissioner Shephard and Commissioner Rainey voted aye; Commissioner Reeves voted nay. Tommy Coleman is the City Attorney for Year 2021 and his retainer will remain the same as last year.

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Approval of New Appointments to City Boards: Commissioner Reeves moved to approve the New City Board Appointments for Year 2021 with a three (3) term; it was seconded by Commissioner Shephard; the motion was approved unanimously by the Commission.

Approval of Reappointments to City Boards: Commissioner Bartee moved to approve the reappointments to the City Boards for Year 2021; it was seconded by Commissioner Rainey; the motion was approved unanimously by the Commission.

Approval of Minutes of December 15, 2020: Commissioner Shephard moved to approve the minutes of December 15, 2020; it was seconded by Commissioner Reeves; the minutes of December 15th were approved unanimously by the Commission.

Approval of Called Meeting Minutes of December 18, 2020: Commissioner Shephard moved to approve the called meeting minutes of December 18, 2020; it was seconded by Commissioner Bartee; the called meeting minutes of December 18th were approved unanimously by the Commission.

Old Business: Commissioner Reeves requested the status of funds for sidewalks on 11th Street, South of 24th Avenue West. Commissioner Reeves suggested to seek funds from Department of Transportation (DOT) to install sidewalks on 11th Street, South of 24th Avenue, down to Pateville Road. Commissioner Reeves stated that this project is very crucial since two lives were lost on this road; he requested for some information to be given by the City Manager about this matter at the next City Commission Meeting, which will be held on January 19, 2021. Mr. McCarthy stated he will get with the Public Works Director, Steve Fulford, about his request.

Motion to have an Executive Session: Commissioner Reeves moved to have an Executive Session to discuss privileged matters; Commissioner Rainey seconded the motion; the motion was carried unanimously by the Commission.

New Business:

- Commissioner Bartee requested that the yellow lines in the street on North 6th Street between 12th and 11th Avenue, in front of the Post Office, be restriped because they are completely faded out. Commissioner Bartee wanted to alert the citizens that they are parking illegally on this road.
- Commissioner Shephard introduced to the public, the City of Cordele City Manager Roland McCarthy and she congratulated him for accepting the position of Cordele City Manager.
- Commissioner Shephard moved to have a Memorial for Edward Beach. Mr. Beach was the Cordele City Manager and long-time employee; motion was seconded by Commissioner Bartee; the motion was carried unanimously by the Commission. Ideas for the Memorial will be discussed at a later date.
- **Motion:** Commissioner Reeves moved to enter into a discussion on plans to remember the life of the Late Robert Clemmie Gaston. Mr. Gaston was a true pioneer and a civil right activist; it was seconded by Commissioner Shephard; the motion was carried unanimously by the Commission. Commission Chair John Wiggins stated this matter will be discussed at the next City Commission Meeting, which is January 19, 2021.

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- Commissioner Reeves requested for the Holding Ponds in the area of 19th Avenue, 13th Street and 20th Avenue, 9th Street to be cleaned, this item needs immediate attention.
- **Motion:** Commissioner Reeves moved that every contract that is issued by the City, will be viewed by the Commission before they are approved, starting date January 5, 2021; it was seconded by Commissioner Shephard. Commissioner Bartee inquired about the number of contracts that the City enters into. City Manager Roland McCarthy stated that the City enters into a lot of contracts and he will bring back this information at the next Commissioner's Meeting. Commission Chair Wiggins inquired about the City having a Purchasing Agreement. Mr. McCarthy stated he did find a Purchasing Agreement, it said the Commission approved this Agreement in 2014, but the City employees was not given the Purchasing Agreement. Mr. McCarthy also stated that he and Steve Fulford has discussed rewriting the agreement. Commission Chair Wiggins asked for Mr. McCarthy to have the Purchasing Agreement ready to be viewed by the Commission at the January 19, 2021 meeting. After a short discussion, vote was taken in reference to the motion: Commissioners Reeves and Shephard vote aye; Commissioners Rainey and Bartee voted nay. There was a tie, 2/2 vote; Commission Chair John Wiggins had to break the tie. Commissioner Rainey suggested to table this matter until Mr. McCarthy bring back the information requested at the next meeting, January 19, 2021. Commission Chair Wiggins stated he will table his vote until the Commission get the information that was requested.

Commission Priorities – In Progress: Roland McCarthy, City Manager reported.

1. **Sidewalks on 8th Street and 11th Street (Joe Wright Drive) south of 24th Avenue** – Seeking funds for this project in year 2021. Will concentrate on 11th Street (Joe Wright Drive) and 8th Street, South of 24th Avenue West. 13th Street will be done when more funding is received at a later date.
2. **Sidewalk for Pecan Street:** The City has completed their portion of the sidewalks. Steve Fulford has conversed with CSX and they plan on finished their part of this project by the end of January, 2021.
3. **Inflow/Infiltration Program for Wastewater Collection/Treatment Project:** The City did receive the EIP (Employment Incentive Program) Grant for the North sewer and truck line in the amount of \$500,000. The bid has been approved for work on rehabilitation of sewer lines along the Northside trunk sewer. The vendor has begun work on the project which will hopefully be completed by the end of this year. This trunk line will serve future development in the Eastside Industrial Park, as well as Love's Travel Center and Indian River Transport Facility.
4. **Gillespie Selden Rehab Project/Urban Renewal:**
 - a) **The 2018 (Community Housing Improvement Program) Grant:** The City has started environmental clearance on two homes for rehabilitation. There are new requirements regarding the environmental clearance which have slowed the process for beginning rehab on these homes. Also, the pandemic has slowed the process to obtain clearance on the rehab. As soon as inspection reports are completed, they will be presented to the homeowners and the Commission for approval of scope of work.
 - b) **2020 CDBG:** This award for \$750,000 has been officially awarded by the Department of Community Affairs. Thanks to Commissioners Wiggins and Shephard for accepting the official award from the DCA Commissioner. An initial start-up meeting will be

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held November 23, 2020 at which time we will begin to set parameters for the project timeline with DCA Reps.

- c) **Gillespie Gardens Development Tax Credits:** DCA has given their final approval to award tax credits for this project.
- 5. **Demolish Dilapidated Structures/Remove Abandoned Vehicles:** UBPO cases are being processed. Code Enforcement Officer has resumed his duties as of October 1, 2020. We have the Property Maintenance Ordinance. Landbank Authority - The City and County has signed the Intergovernmental Agreement and two Commissioners have been approved to serve on the Landbank Authority Board.
- 6. **Cordele Railway Park Project:** This project is approximately 97% complete. The contractor for the project has been moving along nicely with the project. Being funded by Tourism and SPLOST funds.

Commission Priorities – Future Projects:

- 1. **16th Avenue Widening** – This is on a TSPLOST Referendum that the City will be working on in the future. DOT is paving West 16th Avenue. (From West City Limits to 5th Street Vicinity) (15 years)
- 2. **11th Street Improvement Project - (From 16th Avenue, North to City Limits)** The City has worked this project with the latest SPLOST Issue that was approved. 2018-2022 SPLOST Funds are committed to this project.
- 3. **DOT Study Request/Extend Ga. 300** – This is still on DOT radar. Requesting Update.
- 4. **Widening US Hwy 280 from Cordele to Americus (has been put on the DOT's TSPLOST approval list.)** TSPLOST approval list. Bridge over Lake Blackshear is completed.

CITY MANAGER REPORT – Roland McCarthy reported.

Approval of Beer Only – Consumed Off Premises: The alcohol application is submitted by Fast Stop, located at 104 W. 6th Avenue. The applicant's name is Tiffany Y. Graham. The application was approved by Chief Green on 12/18/2020. Contingent upon your approval, the licensed will be processed. Commissioner Shephard moved to approve the Beer Only – Consumed Off Premises License; it was seconded by Commissioner Rainey; there was a tie 2/2. Commission Chair Wiggins broke the tie with an aye vote. The application was approved with a 3/2 vote. Commissioners Shephard and Rainey voted aye. Commissioners Reeves and Bartee voted nay, Commission Chair Wiggins vote aye.

First Reading of an Ordinance to Fix and Publish Qualifying Fees for offices subject to election in the Year 2021; repealing all ordinances in conflict herewith; and for other purposes: Approval is requested from the Commission for the First Reading of an Ordinance to fix and publish qualifying fees for this election year; required by law qualifying fees must be set before February 1, 2021. Upon your approval, the fees will be advertised in the local paper. Please see the fees as follows:

Cordele City Commission (At Large)	\$425.11
Cordele City Commission (Ward Two)	\$375.10
Cordele City Commission (Ward Three)	\$400.11

Qualifying for the offices listed above will begin at 9:00 AM on August 23, 2021 and will end at noon on August 27, 2021. The General Election will be held on November 2, 2021. Commissioner Shephard moved for the approval of the First Reading on an Ordinance to Fix and Publish Qualifying

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Fees. it was seconded by Commissioner Bartee, the motion was approved unanimously by the Commission.

Approval of City Manager's Contract: Commission Approval is requested for the City Manager's Contract. Commissioner Reeves moved to approve the City Manager's contract; it was seconded by Commissioner Shephard; the motion was approved unanimously by the Commission.

Martin Luther King, Jr. Holiday Observed: As approved by the Commission. City offices will be closed on Monday, January 18, 2021 in observance of the holiday. Non-essential personnel will be given this day off.

Former Police Chief William Hooper passed away: This is to inform the Commission that the Former Police Chief William Hooper passed away on January 3, 2021 and Gordon Atkins, a City employee. Our condolences go out to the families.

*****NOTE:** Commissioner Reeves requested to have a representative present from each City Department to give the department reports, if the Department Head will not be present at the meeting.

City Attorney Report: City Attorney, Tommy Coleman was not present. A representative was present, Flinn Coleman. Flinn Coleman stated that they are still working on the dilapidated cases that was in court on August, 2020. They have also contacted the owners of the Peanut Gin on North 11th Street and 6th Avenue.

Finance Director Report: Roland McCarthy reported.
FY2020 Property Tax collections are \$2,046,622, 76% collected of total due.
**Please see report that was submitted for additional information.

Fire Chief Report: Chief Telfair reported.
Responded to fourteen (14) fire calls and alarms – December 14-30, 2020.
One (1) unattended cooking, one (1) alarm malfunction, two (2) nothing found, two (2) false alarms, three (3) alarm activated due to working on the system, one (1) rubbish fire, two (2) odor investigation with one being a gas leak, one (1) motor vehicle with a person being extricated, one (1) structure fire.
**Please see report that was submitted for additional information.

Housing & Urban Advancement Director's Report: Irene Cantrell reported.

2020 Year End Report:

Cordele Historic Preservation Commission Applications for Year 2020 – O'Neal Neighborhood Historic District and Gillespie-Selden Historic District:

Twelve (12) Applications for Certificate of Preservation

1/29/2020	2 CP Applications
5/27/2020	3 CP Applications
6/17/2020	4 CP Applications
9/16/2020	1 CP Application
11/18/2020	2 CP Applications

Board of Zoning Appeals Applications for Year 2020

Two (2) Applications requesting zoning variances

- Southwest GA United Empowerment Zone and
- Rural Community Improvement Corp., Inc.

Cordele Planning Commission Applications for year 2020

- Application - Plat Review - Love`s Travel Stops
- Application - Annexation and Zoning Request – Southwest GA United Empowerment Zone
- Application – Annexation and Zoning Request – Rural Community Improvement Corp., Inc.
- Application – Rezoning Request - St. Paul Presbyterian Church, Inc.
- Application – Rezoning Request – DCMS, Inc.
- Application – Rezoning Request - Milton Holly, Jr.
- Application – Rezoning Request – Milton Holly, Jr.

Encroachment Applications During Year 2020

One (1) Encroachment Agreement – Danny Ross

Community Development Permit Applications for Year 2020

Fifty Six (56) Building Permits
Fourteen (14) Electrical Permits
Sixteen (16) Heating/Air Conditioning Permits
Seven (7) Plumbing Permits

Economic Development Revolving Loan Fund

Six (6) outstanding Loans:

- Hobo Café` (First Loan)
- Hobo Café` (Second Loan)
- Georgia Design Center, LLC
- Williams Septic & Grease Service
- Ray Ray`s Restaurant
- The Grant Building – Sky Light Apartments

Community Home Investment Program (CHIP 2018) for Year 2020

Four (4) homes have been approved for Rehabilitation

- 211 West 27th Ave
- 307 South 12th St
- 509 West 18th Ave
- 107 South Ross St

Community Development Block Grant Year 2020

The CDBG Grant Time Line Requirements & Deadlines:

<u>ACTIVITY</u>	<u>PLANNED DATES</u>
Start Up Meeting	11-23-2020
Post Award Public Hearing	12-02-2020

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Clear all Grant Award Conditions	05-15-2021
Environmental Release of Funds	06-12-2021
Design Work Completed	04-01-2021
Acquisition Completed	N/A
Advertise for Bids on GPR	07-15-2021
Bid Opening	08-15-2021
Recommendation of Award	09-21-2021
Preconstruction Conference	10-07-2021
Start of Construction	11-01-2021
All Funds Expended	07-01-2022
Public Hearing and Close Out	N/A

Chief Codes Official Report: Jack Wood reported.

Ongoing Construction Projects:

Harry's Liquors	Package store at 1807 Central Avenue 90% complete Project value \$350,000 Permit fees \$1,230
Eastside Grocery	East 8 th Avenue About 80% completed. State Fire Marshall and Agricultural Dept. will join the City because Of the food and the gas tanks.
Ellianos Coffee	Completed. Project value \$327,384 Permit value \$1,164
Train Viewing Platform	201 North 7 th St. Completed Project value \$644,700 Permit fees \$1,970
Circle K	Putting in an island for diesel trucks Plans have been approved, work should start soon Permit has not been generated.
Crisp Regional Hospital	Urgent care pharmacy addition 90% complete Project value \$323,288 Permit value \$1,152
Crisp Regional Rehab	Blackshear Road Project value 979,352 Inspection will be done by State Fire Marshall and the City
China One Restaurant	Expanding into and adjoining suite Plans have been approved 75% complete Project value \$50,000 Permit value \$280
Christian Homes Comm.	24 apt. complex on West 25 th Avenue Plans have been approved No permit purchased.
Harris Manufactured Co.	Expansion Plans have been approved

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\$4,000,000 project
Permit fee \$8,680.00

Total job valuation: \$6,122,540

Total permit fees: \$ 15,198

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

Personnel Director Report: David Wade reported.

1. Manpower and Vacancy Summary given to be the Commission abreast of what is going on in Human Resources.
2. Due to CPVID-19 cases rising, Judge Wright has postponed all cases for this month, January.
3. Presently working on getting the COVID-19 vaccine for police officers and firefighters, it will be totally voluntary to this vaccination.

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

Police Chief Report: Police Chief Lewis Green reported.

Part I Crimes	28
Rape	00
Robberies	(2) 1 strong arm and 1 attempted at O'Reilly's both cleared arrest
Motor Vehicle Theft	(1) recovered
Aggravated Assault	(2) 1 arrest
Larceny (thefts)	(18) 10 shoplifting 6 arrests, 4 enter autos
Burglary	(5) 3 residence, 2 business with one cleared by arrests of 5 juveniles
Part II Crimes	71
Incidents Reported	100
Family Violence	(5) 3 arrest
Miscellaneous Incidents	31
Motor Vehicle Crashes	(33) 22 roadway, 11 private properties
Arrests made from incidents	60
Citations issued	153
Warnings issued	59
Total Calls for Service	1,062

Public Works Director: City Manager, Roland McCarthy reported.

- Public Works has received the Street Sweeper and the employees at Public have been trained how to use it.
- The culvert at 9th Street, near Fast Stop needs to be replaced and it will be replaced in the next couple of days.

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

U T & C Director's Report: Debbie Wright reported.

Work has finished on Phase 4 Rehabilitation of the Northside Trunk Line. We got a slow 2-inch rainfall right after completion. It has been very dry for the last several months so it was hard to gauge how much benefit we got from this job. Today we are running 4.5 MGD but we are also trying to get rid of water to be ready for the rainfall coming on New Years' Eve and New Years' Day.

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Other Reports: No other City reports.


Adjourn: Commissioner Bartee moved to adjourn the meeting at 6:30 p.m. and go into Executive Session.



John E. Wiggins, Chairman



Roland McCarthy, City Manager



Date