

MINUTES
CITY COMMISSION RESCHEDULED WORK SESSION
NOVEMBER 3, 2021 AT 4:30 PM

The Cordele City Commission held a Rescheduled Work Session on November 3rd, 4:30 p.m., Cordele City Hall Courtroom, 501 North 7th Street, Cordele, Georgia with the following present:

John Wiggins, Commission Chair
Royce Reeves, Commissioner
Vesta Beal-Shephard, Commissioner
Tommy Coleman, Attorney

Jeanie Bartee, Vice Chair
Wesley Rainey, Commissioner
Roland McCarthy, City Manager
Janice Mumphery, Recording Secretary

Staff present: Police Chief Mike Hathaway, Irene Cantrell, Fire Chief Augusta Telfair, Debra Perry, Jack Wood, Sr., David Wade.

Staff absent: Steve Fulford, Debbie Wright.

Others Present: Don Cole, Velesia Grant, Ricky Dawson, Kimberly Askew, Ronald Michael, Joshua Deriso, Lisa Garcia, Isaac Owens.

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 Police Chief Mike Hathaway.

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

Approval of Meeting Minutes, October 19, 2021: Commissioner Reeves moved to approve the called meeting minutes of October 19, 2021; seconded by Commissioner Shephard; the minutes were approved unanimously by the Commission.

Presentation – Mrs. Monica Rentfrow, Downtown Development Director: Mrs. Rentfrow presented to the Commission the Master Plan for the Downtown area. Concentration for the Downtown area will be on beautification and business retention. Mrs. Rentfrow asked the Commission to give her permission to do research and find funding for the beautification of the Downtown area. By consensus from the Commission, Mrs. Rentfrow has the permission to seek funding for the Downtown area. Approval will be requested from the Commission at the next meeting, which will be held on November 16, 2021, for a Designer to come into Downtown Cordele to give designs for this area, Downtown Development will be responsible for funding.

DEPARTMENTAL HEAD REPORTS:

Finance Director – Roland McCarthy reported

- Revenue is over Expenses in FY2022 to date \$1,089,755.
- FY2021 Property Tax Bills were mailed on Friday, October 22, 2021 and will be due by December 20, 2021.

***Please see report submitted for additional information.

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Fire Chief – Augusta Telfair reported:

17 fire alarms, 5 motor vehicle accidents, 1 rubbish fire, 3 vehicle fires, 1 structure fire, 3 stove fires, 1 fuel leak, 2 odor investigations, 2 grass fires, 1 electrical shortage, 1 EMS assistant call.

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

Housing and Urban Development – Irene Cantrell reported.

- **BZA** – The BZA Board met on Thursday, October 21, 2021, to consider a variance / permit request from Ms. Lisa Garcia, owner and president of Maxwell Investments LLC, to use an existing structure as her real estate/property management office and to install a double-faced sign exceeding 16 square feet. This property is located at 209 East 14th Avenue and zoned Mixed-Use District in O'Neal Historic Neighborhood. The Board of Zoning Appeals unanimously approved this request.
- **BZA** – November 19, 2021, there will be a BZA Meeting and there will be two cases to be heard. Kimberly Askew to locate a manufactured home at 1209 South 15th Street. Ms. Askew manufactured home burned, the burned manufactured home will be moved out and the new one moved in, she will put in a 2021 Doublewide Manufactured Home. After a brief discussion, the City Attorney, Tommy Coleman, stated that he and Irene Cantrell will get together to get this situation rectified sooner, as knowing the Manufactured Home will be delivered on November 19, 2021. The other case that BZA will hear is for Jackie Walker, to locate a Manufactured Home at 10th Street and 1st Avenue. Mr. Coleman and Irene Cantrell will also work out something for this case also.
- **CPC** - There is one proposed request for annexation scheduled to come before the Cordele Planning Commission in the following month for consideration, this meeting is scheduled for December 2, 2021.

City Manager Roland McCarthy stated in the Staff Meeting this morning, November 3, 2021, there was a discussion, in reference to, the Commission amending the Manufactured Home Ordinance so when a Manufactured Home has to be replaced, it does not have to be approved by the Commission, to allow the Zoning Board to make the decision. Commissioner Reeves asked for this to be approved at the next meeting, which is November 16, 2021.

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

Chief Codes Official – Jack Wood, Sr. reported.

Total of Job Valuations: \$5,412,835.00 Permit Fees: \$14,977.00

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

Personnel Director – David Wade reported

Mr. Wade gave the Commission an update on the Enhanced Retirement Options for Public Safety (Police and Fire) and all other employees. Mr. Wade stated this is a two-part study, one for Public Safety (Police and Fire) employees and one for all employees, these studies were done by Segal Consulting, it is for a possible 30 year and out Retirement Plan. Requirements will be the same as the current retirement plan, which is:

- Ten years of full-time employment to become vested.
- Minimum age of 55.
- 30 years of service.

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Commission Chair John Wiggins requested for the Enhanced Retirement Plan/30 year out, for all employees to be approved at the next Commission Meeting, which is November 16, 2021.

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

Cordele Police Department – Police Chief Mike Hathaway reported – Sept. 30 – Oct. 27, 2021

- **Part I Crimes - 39:** Homicide/Murder – 0; Rape – 0; Robberies – 0; Motor Vehicle Thefts – (3) 2 recovered; Aggravated Assault – (5) 2 arrested; Larceny – (29) 7 shoplifting w/5 arrested, 5 entering autos w/1 warrant issued, 17 other thefts; Arson – 0; Burglary – (2) 1 residential, 1 storage unit.
- **Part II Crimes – 124:** Incidents Reported – 184; Family Violence Incident Reported – (12) 3 arrests; Miscellaneous Incidents – 82; Motor Vehicle Crashes – (59) 34 roadway, 25 private property; Arrests Made from Incidents – 87; Citations Issued – 243; Warnings Issued – 74.
- **Total Calls – 1,239**
- The Department participated in the Red Ribbon Kickoff, Roadblock and County to County Tie Off in honor of Red Ribbon Week 2021.
- The Department has started preparation for Shop with a Cop 2021, which will be held on December 17, 2021.

Public Works – Roland McCarthy reported.

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

UC&T – Roland McCarthy reported.

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

CITY MANAGER UPDATE: Roland McCarthy reported.

FOR YOUR INFORMATION:

Vacation Day: Roland McCarthy will be out of the office on Friday, November 5, 2021.

Veterans Day, Thursday, November 11, 2021: As a recognized City Holiday, Veterans Day will be observed with City offices closed and non-essential personnel being given the day off.

SPLOST Funds Received: August SPLOST funds were received in the amount of \$102,844.45.

Receipt of Insurance Premium Tax: For informational purposes to the Commission, this year's receipt of this tax was received in the amount of \$926,450.75

ADMINISTRATION – FISCAL MATTER – N/A

ORDINANCES AND RESOLUTIONS – City Attorney, Tommy Coleman reported.

- An Ordinance Amending the Alcohol Beverage Ordinance for the City of Cordele restricting the issuance of on-premises consumption licenses in the Downtown

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Development District; repealing all Ordinances in conflict herewith; and for other purposes. Mr. Coleman explained in detail the rationale in amending this Ordinance; he stated the Downtown Development Director (Mainstreet), Monica Rentfrow has recommended that Alcohol License be issued to restaurants only in the Downtown area, and they want the restriction to be made in the Alcohol License Ordinance. After a brief discussion, the Ordinance will be on the Agenda, November 16, 2021, for the Commission to approve the First Reading.

- In reference to the Park, Mr. Coleman suggested creating an Informal Steering Committee during this process to get the Community input, if the Commission agrees, Mr. Coleman will bring back a structure for the Informal Steering Committee.

OLD BUSINESS:

- **13th Street Sidewalk Project:** The Engineers have brought to the City's attention that of the 1,160lnft of sidewalk being added that 965lnft is in the County. Mr. McCarthy stated he spoke to the County and they are not able to pay for the sidewalk at this time. They did point out that the County just resurfaced 13th Street and are planning to resurface Pateville Road, both of which are "shared roads" which they paid for the whole project. Mr. McCarthy asked the Commission if they want to continue with this project, knowing the information above. It was agreed by the Commission for this item to be approved at the next meeting, which is November 16, 2021.
- **Trash Collection:** Trash Collection was discussed at length, in reference to, ways of cleaning up the City. City Manager Roland McCarthy stated he will have a flyer on the proper way to dispose of trash and debris, this will be put in each customers' bill. I will have this flyer available at the next meeting for the Commissioner's review, which will be Tuesday, November 16, 2021.

NEW BUSINESS:

List of Surplus Property: Louis New, Codes Compliance Officer is requesting to deem items listed in the attachment as surplus. This will allow the department to dispose the property via GovDeals.com or to take to Salvage Partners for the current scrap price. Approval will be requested at the Commission Regular Scheduled Meeting, which will be November 16, 2021. See Attachment. This item will be approved at the Commission Meeting, November 16, 2021.

Consideration for a Street Light to be place at 7 ½ alleyway: Latasha Brown at 407 North 11th Street, Cordele, GA, is requesting a Street Light to be place at the beginning of the alleyway near her house, which is West 7 ½ alleyway. Ms. Brown stated that there have been several attempted break-ins at her house. Approval will be requested at the Commission Regular Scheduled Meeting, which will be November 16, 2021. The City of Cordele Commission stated that this request cannot be granted. Mr. McCarthy will alert the citizen of the decision made by the Commission.

Discussion of the City Holiday Schedule: Mr. McCarthy is requesting the Commission to discuss the City's Holiday Schedule for Year 2022, two new holidays have been added, which are Good Friday and Juneteenth.

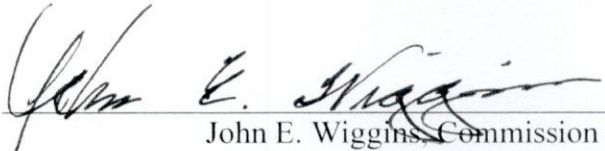
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This schedule is in alignment with the Federal and County schedules. See Attachment. This item will be approved at the next meeting, which will be November 16, 2021.

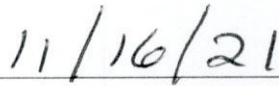
Adjourn: Commissioner Bartee moved to adjourn the meeting at 6:15 p.m.



John E. Wiggins, Commission Chair



Roland McCarthy, City Manager



Date