

MINUTES
CITY COMMISSION REGULAR SCHEDULED MEETING
January 19, 2021

The regular scheduled meeting of the Cordele City Commission was held on January 19th, 5:30 p.m., Cordele City Hall Courtroom, 501 North 7th Street, Cordele, Georgia with the following present:

John Wiggins, Commission Chair
Royce Reeves, Commissioner
Wesley Rainey, Commissioner
Janice Mumphery, Recording Secretary

Jeanie Bartee, Vice Chair
Vesta Beal-Shephard, Commissioner
Roland McCarthy, City Manager
Tommy Coleman, City Attorney

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

Staff absent: Debra Perry.

Others Present: Rev. Isaac Owens, Senecius Whitehead, Ricky Dawson, George Whitehead, Jr., Kenya Whitehead, Miller Edwards – Mauldin & Jenkins Accounting.

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 Smarr.

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

Mr. Miller Edwards – Mauldin and Jenkins Accounting Co., FY2020 Audit: Mr. Edwards gave a detail FY2020 Audit report to the City of Cordele Commission. Recommendation given to the Commission is to examine the cost of Natural Gas and Health Insurance. The FY2020 Audit had no findings. Mr. Miller Edwards gave his condolence to the City of Cordele in the loss of the Late Edward Beach, City Manager.

Approval of Minutes of January 5, 2021: Commissioner Reeves moved to approve the meeting minutes of January 5, 2021; it was seconded by Commissioner Bartee; the meeting minutes of January 5, 2021 were approved unanimously by the Commission.

Old Business:

- Commissioner Reeves commented on the Holding Ponds that were cleaned; he stated that the ponds look great. There is a Holding Pond on Pecan Street that needs some attention and there are other ponds in Ward 2 that need attention also.
- Commission Chair John Wiggins stated that the Commission had talked about doing a Memorial for Mr. Edward Beach; his suggestion is to have a marbled bench, In Memory of Edward Beach. Commissioner Wiggins asked the Commission to think about this Memorial and it will be discussed at the next meeting, February 2, 2021.
- Commissioner Reeves stated he has gotten complaints about trash and debris on 11th Avenue, in front of the Hotdog Stand and 7th Street down towards the Courthouse; he is requested for this area to be cleaned. Commissioner Reeves requested having the person that operates the Street Sweeper to clean the area.

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- Commissioner Shephard requested for R&D Landscaping Service to do more cleaning to the culverts in Ward I. Commissioner Shephard stated that R&D Landscaping is doing a great job, but a little more work needs to be done on the culverts in Ward I. Commissioner Shephard requested not to move the landscaping service until the culverts are cleaned thoroughly.
- Commissioner Shephard requested that the City Attorney and City Manager look into the expansion of Bethel Cemetery and to converse with the Haugabrook Family about selling of the property next to the cemetery. Commissioner Bartee inquired about the Cemetery Study Committee, if this committee was still active; this committee needs to become active again. Commission Chair Wiggins stated that this committee will be reestablished. Commissioner Shephard requested at least one person from the Historic Committee to serve on the Cemetery Committee.

New Business:

Commissioner Rainey inquired about the Purchasing Agree, will the agreement address the issue with the City's sub-contractors? Commission Chair Wiggins stated that the City Manager, Roland McCarthy will address this issue in his report.

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. The projects will be engineered separately with priority given. 13th Street will be done when more funding is received at a later date.
2. **11th Street North Improvement Project** – (From 16th Avenue, North to City Limits) 2018-2022 SPLOST Funds committed for project. This project will have to be prioritize.
3. **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.
4. **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. This project is 85% complete.
5. **Gillespie Selden Rehab Project/Urban Renewal:**
 - a) **The 2018 (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.
 - b) **2020 CDBG:** J. B. Faircloth & Associates and Lanier Engineering, Inc., are the Project Engineers for the Sewer Line Improvements Project for the McLeod Subdivision Sewer Line problems have advised that the survey and field work have commenced and is scheduled to be complete by the end of January, 2021.

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- c) **Gillespie Gardens Development Tax Credits:** DCA has given their final approval to award tax credits for this project.
6. **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.
7. **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.

Land Bank Authority Board Members: The Crisp County Board of Commissioners appointed two members to the Land Bank Authority, they are as follows:

1. Commissioner Larry Felton – two-year term
2. Commissioner Mark Crenshaw – one-year term

It is with understanding the two members from the City and two from the County will need to meet and select among themselves the fifth member of the Land Bank Authority Board. Mr. McCarthy informed the Commission of the appointees from the County that will serve on the Landbank Authority Board. The two City Commissioners that were appointed to serve on the board will be up for reelection this year; Mr. McCarthy asked if they wanted to change the two appointments or let them stay the same. They all agreed to let the appointees remain the same. City Manager Roland McCarthy will set up a meeting with the County and alert Commissioners Reeves and Barteo of the date and time.

Site Visit for an Industrial considering to locate in Cordele: Steve Fulford and Roland McCarthy attended a meeting on Tuesday, January 12, 2021, with Grant Buckley, Director of IDC and members of an Industrial that is considering to locate in the City of Cordele. The Project is called Project Diego. Overview for the project is as follows: (1) Project value is \$320,000,000; (2) Metal Processing Plant; (3) It will employ 100 employees. We should know if they will locate in Cordele by the end of 2021.

Holding Ponds: As requested by the Commission to clean up Holding Ponds on 19th Avenue, 13th Street and 20th Avenue, 9th Street. Mr. McCarthy stated that he and Steve Fulford met with Ricky Dawson of R&D Landscaping Service to discuss cleaning of the Holding Ponds, they came up with an hourly rate. R&D worked forty (40) hours on both ponds, the price for cleaning of ponds was

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\$10,300.00. The quote for cleaning the other Holding Ponds (which is three (3) of them) is \$1,325.00 per pond, for a total of \$3,975.00; the quote for the one on Pecan Street is \$2,650.00. Approval is needed from the Commission to get this done. Commissioner Rainey moved to have the remainder of the Holding Ponds cleaned; the motion was seconded by Commissioner Shephard: the motion was approved unanimously by the Commission.

Action Report

Second 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 Second 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:

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| 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 16, 2021 and will end at noon on August 20, 2021. The General Election will be held on November 2, 2021. GMA sent out an email stating qualifying dates have changed from previous years, they are listed above. City Attorney Tommy Coleman stated that there is an Ordinance dated 2001 and states a cost-of-living increase for the Commissioners. The Ordinance states the Chair salary is \$850.00 a month and all other Commissioners salaries are \$750.00 a month; if other Commissioners are elected this is the salary they will make. This changes the qualifying fees a great deal, qualifying fees are 3% of the salary that was set in 2001. The qualifying fees for this ordinance was revised; they are as follows:

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| Cordele City Commission Chair (At Large) | \$306.00 |
| Cordele City Commission (Wards 1, 2, 3, 4) | \$270.00 |

Commissioner Bartee moved to approve the Second Reading of an Ordinance to Fix and Publish Qualifying Fees with the revisions of the qualifying fees; Commissioner Rainey seconded the motion; the motion was approved unanimously by the board.

Number of Contracts Issued by the City and Approval for a Work Shop: The number of contracts that were issued in 2020 by the City of Cordele is 395. This was requested by the Commission at the last meeting. Roland McCarthy requested approval from the Commission to have a Work Shop to discuss in detail the Purchasing Agreement, he suggested having the Work Shop before the next Commissioner's Meeting, which will be held on Tuesday, February 2, 2021 at 4:30 p.m. Commissioner Bartee moved to approve a Work Shop on February 2, 2021 at 4:30 p.m., in reference to the Purchasing Agreement; it was seconded by Commissioner Shephard; the motion approved unanimously by the Commission.

Approval of an Application for Beer and Wine – Consumed Off Premises: Commission approval is requested for an Application for Beer and Wine – Consumed Off Premises for Cordele Supermarket LLC at 311 West 24th Avenue. The applicant's name is Rasiklal R. Patel. Chief Green approved the application on January 5, 2021. Pending your approval, the license will be issued. Commissioner

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Shephard moved to approve the Beer and Wine License; it was seconded by Commissioner Reeves; the motion was approved with a 3/1 vote. Commissioner Barteo voted nay.

Thank You Card: The City of Cordele received a Thank You Card from Scott Eldridge and Deborah Meador; thanking all the Commissioners and Staff for a beautiful act of support and kindness in regards to Cordele City Manager Edward Beach. Also, our heartfelt thank you to the Police Department and Fire Department for the caravan.

City Attorney Report:

- City Attorney Tommy Coleman stated City Court for depilated structures will continue.
- Attorney Coleman gave the Commission two Ordinances; (1) An Ordinance that the Commission could create an RM (Manufactured Homes) Zone anywhere they wanted to through the City called Spot Zoning; (2) An Ordinance that establishes a conditional use for Manufactured and Mobile Homes in certain districts, ex. Multiple Family Districts (R5). If someone wanted to put a Mobile Home in a certain district, they will put in an application, the application will go to the Zoning Board and Appeals, the Zoning Board will make a recommendation and then the application will come before City of Cordele Commission to make a final decision.

Attorney Coleman stated the Commission cannot adopt anything this evening because before a Zoning Ordinance is adopted, you have to have a hearing before the Planning Commission and in fifteen (15) days The City would have to have a Public Hearing.

Approval of an Executive Session: City Attorney Tommy Coleman requested an Executive Session to discuss litigation and property acquisition. Commissioner Reeves moved to go into Executive Session immediately following the meeting; the motion was seconded by Commissioner Shephard; the motion was approved unanimously by the Commission.

Finance Director Report: Roland McCarthy reported.

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

Fire Chief Report: Chief Telfair reported.

Chief Telfair stated there has been twelve (12) alarms within the last two weeks:

4 alarm activations, 1 smoke investigation, 1 odor investigation, 1 EMS assistance call, 1 motor vehicle accident, 3 vehicles involved in vehicle fire, 1 smoke house fire, 1 fully engulfed structure fire. The City of Cordele Fire Department has one prospect to fill a vacancy at the Fire Department.

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

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

CDBG 2020 – J. B. Faircloth & Associates and Lanier Engineering, Inc., are the Project Engineers for the Sewer Line Improvements Project for the McLeod Subdivision Sewer Line problems have advised that the survey and field work have commenced and is scheduled to be completed by the end of January, 2021.

CHIP (Community Home Investment Project) 2018 – The Southwest Georgia Regional Commission, Grant Administrator, Ms. Brenda Wade, has advised that she has not received a response from DCA concerning Ms. Diane Ford's CHIP documents. The CHIP Housing Inspector, Mr. Jeff

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Kurtz, is working on scheduling home inspections with Ms. Ida Bell Patrick, 509 West 18th Avenue and Ms. Mattie Gary, 107 Ross Street.

CHPC (Cordele Historic Preservation Committee) – There are no pending Certificate of Preservation Applications for review and consideration within the O’Neal Historic District nor the Gillespie-Selden Historic District.

CPC (Cordele Planning Committee) – There are no pending applications for annexation, zoning amendments, etc.

BZA (Board of Zoning and Appeal) – There are two (2) incomplete requests for conditional use variances.

EDRLF (Economic Development Revolving Loan Fund) – One potential business owner requested a Revolving Loan Fund Application, but has not returned the application for review and consideration at this time.

Chief Codes Official Report: Jack Wood reported.

Twelve On-going Projects: Seven Projects are new buildings, five are expansion or remodels.

Four (4) more UBPO cases – total of eight (8) cases to be torn down.

Project Valuation: \$6,672,540.00

Permit Fess: \$ 17,938.00

New Business at 802 West 6th Avenue - \$260,000.00 Project

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

Personnel Director Report: David Wade reported.

- On January 08, 2021, The Health Department began offering on-site voluntary COVID-19 vaccinations to all Police and Fire personnel. We are attempting to have weekly on-site visits for the remainder of the month.
- On January 12, 2021, David Wade participated in a teleconference presented by GMA and hosted by Dr. Steven Gordon covering a comprehensive update on COVID-19. Topics included statistics on cases, infection rates, deaths, trends and other information specific to Georgia.

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

Police Chief Report: Police Chief Lewis Green reported.

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| Part I Crimes | 36 |
| Homicide/Murder | 0 |
| Rape | 0 |
| Robberies (Armed/by force/strong arm) | (2) 1 strong arm; 1 Horizon. 2 arrests made |
| Motor Vehicle Thefts | (3) 2 recovered |
| Aggravated Assault | 3 |
| Larceny (Thefts) | (25) 3 shoplifting-4 arrests; 17 enter autos-pending arrest |
| Arson | 0 |
| Burglary | (3) 2 residence, 1 Turton Mini Storage |
| Part II Crimes | 41 |
| Incidents Reported | 85 |
| Family Violence Incident Reported | (2) no arrests |
| Miscellaneous Incidents | 28 |

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| Motor Vehicle Crashes | (12) 9 roadway, 3 private properties |
| Arrests Made from Incidents | 31 |
| Citations Issued | 97 |
| Warnings Issued | 38 |
| Total Calls for Service | 647 |

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

Public Works Director: Steve Fulford reported.

- 8th Avenue Road – all utilities have been moved, had to get a contractor to move the gas line, the road should be done in a couple of weeks.

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

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

- Year to Date 681,760,100 gallons
- Year to Date 1,423,470,000 gallons

Other Reports: No other City reports.

Adjourn: Commissioner Bartee moved to adjourn the meeting at 6:58 p.m. and go into Executive Session.



John E. Wiggins, Chairman



Roland McCarthy, City Manager

February 2, 2021

Date