

**MINUTES
CITY COMMISSION REGULAR MEETING
March 21, 2023**

The City of Cordele Commission held a Regular Meeting on March 21, 2023 at 9:00 AM, Cordele City Hall Courtroom, 501 North 7th Street, Cordele, Georgia with the following present:

Joshua Deriso, Commission Chair	Royce Reeves, Sr., Commission Vice Chair
Wesley Rainey, Commissioner	Vesta Beal Shephard, Commissioner
Isaac Owens, Commissioner	Tommy Coleman – City Attorney
Angela Redding – City Manager	Janice Mumphery – Recording Secretary

Staff present: Rusty Bridgers – Finance Director, Interim Fire Chief Frank Bullington, Irene Cantrell – HUA Director, Jack Wood, Sr. – Chief Codes Official, David Wade – Human Resources Director, Captain Jeremy Taylor – Police Department, Steve Fulford – Asst. City Manager/Public Works Director, Teddy Hubbard – UC&T Superintendent.

Staff absent: Police Chief Jalon Heard and Debbie Wright – UC&T Director

Media Present: Ricky Smarr - South GA TV; Chris Lewis and Sonia Brown – Cordele Dispatch

Call to Order: Commission Chair Joshua Deriso called the Meeting to order at 9:00 a.m.

INVOCATION: There was a moment of silent prayer.

PLEDGE ALLEGIANCE TO THE UNITED STATES FLAG: The Pledge of Allegiance was led by Commission Vice Chair Reeves.

ROLL CALL: A quorum was established.

Attendee's Name	Title	Absent	Present
Joshua Deriso	Commission Chairman		✓
Royce Reeves, Sr.	Commission Vice Chairman		✓
Vesta Beal-Shephard	Commissioner Ward 1		✓
Isaac Owens	Commissioner Ward 3		✓
Wesley Rainey	Commissioner Ward 4		✓

APPROVAL OF AGENDA – March 21, 2023: Commission Shephard moved to approve the Agenda for March 21, 2023; seconded by Commissioner Rainey; the motion was approved by the Commission.

APPROVAL OF MINUTES – March 7, 2023: Commissioner Rainey moved to approve the Minutes for March 7, 2023; seconded by Commission Vice Chair Reeves; the motion was approved by the Commission.

SPEAKERS APPEARANCES: Speakers will have five (5) minutes:

Ms. Laine Lee – AirEvac Lifeteam: Education and Membership – Ms. Lee gave the advantages of having a membership with AirEvac Lifeteam and a summary of how it works.

SPEAKERS ON A SPECIFIC AGENDA ITEM: Speaker will have three (3) minutes:

No Requests.

DEPARTMENT HEADS GOALS AND ACCOMPLISHMENTS

1. FINANCE DEPARTMENT: Rusty Bridgers Reported.

Goals

Cross Training

Complete FY2022 Audit

Improve Records - storage, electronic, organization

Replace manual documents with spreadsheets

Improve purchasing process with better accountability

Departmental Reporting

Monthly expenses with budget v/s actual

Identify key metrics for managers

Achievements

New hire Staff Accountant - Sonya Alexander

Destruction of old records by Shred-it - 75 banker's boxes

Year-end reporting to various agencies

Auditors are presently doing the yearly audit

2. FIRE DEPARTMENT REPORT: Frank Bullington Reported

Goals

1. To fill four (4) positions at the Fire Department.
2. We are working on a Fireworks Tax Grant that is a maximum of 25,000.00 for ISO related equipment purchases, which requires a 10% match from City funds.
3. All Fire Pumpers are scheduled to be tested by the end of June along with Air Mask and Harnesses.

Accomplishments

1. The necessary turnout gear has been ordered; all personnel will have a primary set of NFPA compliant structural firefighting gear.
2. Our Ladder tests have been completed for 2023. All passed.
3. The Hurst extrication tools have been tested and passed for 2023.

3. HOUSING AND URBAN DEVELOPMENT – Irene Cantrell Reported.

CDBG 2019/2020 Existing Goal:

We would like to complete the ground installation of the sewer pumps and sewer line improvements/activities within the Mcleod Subdivision for the forty-eight (48) households.

Accomplishment:

As of March 2023, the Project Engineers estimated the percentage of contract completion is at 65%. The Contractor, RPI Underground, Inc. is very near completion.

Goal: EDRLF Committee:

To discuss ways to better serve loan recipients that may need some assistance in properly managing their income, debts and assets prior to obtaining an EDRLF loan.

The EDRLF Committee will conduct a meeting on March 23, 2023 to review the Loan Application Process, etc.

The EDRLF Committee will continue to work on these goals.

Goal: Official City Maps Updates:

To be prepared for the upcoming U.S. Census Bureau Boundary and Annexation Survey updates.

Accomplishments:

Progress is being made in placing current Annexations on the City's Official Map and in placing Zoning Amendments on the City's Zoning Map.

4. CODES REPORT: Jack Wood, Sr. Reported.

Five (5) vacant single-family homes placarded as condemned due to dilapidation and unsanitary conditions.

712, 714, 716 South 13th Street – Tom Waters

612 West 18th Avenue – Wilson Family

808 West 15th Avenue – Victor Lemmon's

Working to encourage the rehabilitation of any vacant houses that might be saved before they get too far gone.

5. PERSONNEL DEPARTMENT: David Wade Reported.

Attended an H. R. Roundtable hosted by the Cordele/Crisp IDC to discuss various issues including regional recruitment and retention strategies.

A Defensive Driving Course will be held in June. The course will be available to all employees and their family members to help lower their personal insurance costs. It will be required for everyone that drives a City vehicle.

A Health Fair will be held in April in conjunction with Georgia Cities Week. The Health Fair will be open to all employees. Family members that are covered on the City's insurance may attend as well.

Hired a Staff Accountant in the Finance Department.

Assisted in interviews for the Fire Chief vacancy.

Commission Chair Deriso inquired about a four-day work week; he stated he asked for this to be looked into last year. He stated research has become more prevalent that a four-day work week are good for the staff and recruiting.

6. POLICE DEPARTMENT – Captain Jeremy Taylor Reported.

Goals

Our department has plans to increase the morale and manpower in the department. This is an ongoing goal.

We will continue community policing thru events and public contacts.

We are focusing on increasing the quality of training for our officers, by offering more in-house training class which can be specific to the city's needs.

Our department will be starting the process of becoming State Certified.

Accomplishments

Coffee with A Cop was held at the Woodvale Community Center on Friday March 17. It was well attended and a great time was had by all.

8. PUBLIC WORKS – Steve Fulford Reported.

Work is completed on the holding pond at West 18th Avenue and South 10th Street. Working on GI/LID Program, Inspection & Maintenance Procedures, and Logs – required submittal date of February 15, 2020. This portion of the previous 5-year SWMP (2017-2022) was never submitted. GAEPD stated this portion needs to be completed in order to meet the requirements for our new SWMP.

9. UC&T – Teddy Hubbard Reported.

Water restrictions are still in place since 2011. You cannot irrigate/water your property with City water from 10 am till 4 pm. This applies to residential and commercial property. If you have an automatic irrigation system, make sure your timer is set properly.

Our sixth samples at the WWTP for Heptachlor and Cyanide came back as Not Detected.

The UV System is on hold and a ton of chlorine just went up another \$200 a ton last week. It is now over \$2000 a ton. Last year at this time we were paying \$960 a ton.

We drained and American Tank Co cleaned and inspected the Cedar Creek Industrial Park Elevated Water Tank. They are recommending that all water tanks have a 24” manway. We have 3 tanks that will have to be retrofitted to meet this recommendation.

We started a new project in conjunction with the City Clerk to make sure all businesses have a required Backflow Prevention Device installed. We have run into some problems but most people will comply when they know it is Federal Law to have one.

AGENDA ITEMS

1. Second Reading of an Ordinance of the City of Cordele Repealing the Requirement that One Percent of the Hotel/Motel Tax Shall Be Exclusively Used for the Quiet Community Project; Repealing All Ordinances in Conflict Herewith; And for Other Purposes. Commissioner Rainey moved to approve the Second Reading of an Ordinance of the City of Cordele Repealing the Requirement that One Percent of the Hotel/Motel Tax Shall Be Exclusively Used for the Quiet Community Project; seconded by Commissioner Shephard; the motion was approved by the Commission.
2. Consider and Approve an Event Permit – Family Easter Event: Organizers – Monica Rentfrow, Downtown Director and Miriam Edwards, Crisp Area Arts Alliance; April 8, 2023, 9:00 AM – 5:00 PM; Gallery 41, 302 North 7th Street, Cordele, GA. Special Requests to close East 9th Avenue from 7th to 6th Streets, have own barricades. Approved by Police Chief Jalon Heard on March 16, 2023. Commissioner Shephard moved to approve the Event Permit, seconded by Commission Vice Chair Reeves, the motion was approved by the Commission.

3. Consider and Approve Alcohol License Renewals. No exceptions noted.

NAME	ADDRESS	TYPE OF BUSINESS
Dollar General Store #4025	1101 E 16 th Ave. Suite N	Beer & Wine – Consumed Off Premises
Hachi Sushi & Japanese Grill	1817 Laporte Dr.	Beer and Wine – Consumed On Premises
Hachi Sushi & Japanese Grill	1817 Laporte Dr.	Liquor By The Drink

Approved by Police Chief Jalon Heard March 16, 2023.

Commission Vice Chair Reeves moved to approve the Alcohol License Renewals; seconded by Commissioner Rainey; the motion was approved by the Commission.

3. **CITY MANAGER’S REPORT: Angela Redding Reported.**

Occupation License

Occupation license (business license) renewal is due by April 1st. A penalty is imposed for occupation licenses not renewed prior to April 1st. The penalty is ten (10) percent of the regulatory and administrative fee and occupational tax determined to be due. The delinquency will accrue interest at the rate of one (1) percent for each month or partial month of such delinquency.

Keep Crisp Beautiful Spring County-Wide Clean Up – March 19-25

Individuals or Groups interested in cleaning up an area can pick up trash bags and gloves from the Chamber. Also, the Chamber has a supply of vests and pick up sticks that can be borrowed.

Titan One Missile

Th City has received notice from the Department of the Air Force, regarding the annual requirement to ensure that the Missile is being used for approved purposes and maintained according to the loan agreement.

ARPA Kick-off Meeting

The ARPA Kick-off Meeting has been scheduled for March 29th at 10 AM, this is for sewer improvements. The project will consist of replacing 100 thousand feet of sewer lines by conducting CCTV inspection and installation using slip lining and by pass pumping.

Hot Air Balloon Festival – March 24-26, 2023

Waste Management Flyer

This is a flyer that will be included with utility billing.

City Manager Angela Redding stated, at the last meeting she mentioned, discussing an Ordinance, regarding the maximum number of dogs and cats allowed in residential areas. The City Attorney will give an update in his report.

City Manager Angela Redding stated that they have had the second rounds of interviews for Fire Chief last Thursday, March 16th. She is hoping the first meeting in April she will have a recommendation for Fire Chief.

The Chairman mentioned a four-day work week. There is a one-day Leadership Retreat scheduled in April, the four-day work week will be discussed at that time.

Commissioner Shephard stated, with the debris in the City of Cordele. The City of Cordele needs to emphasize that there will be a fine with all this dumping that is taking place in the City of Cordele. City Manager Angela Redding stated the fine is \$1,000.00 for illegal dumping.

4. CITY ATTORNEY'S REPORT:

Tommy Coleman, City Attorney stated the City chooses to regulate animals, in addition to their Animal Control Ordinance, also through their Zoning Ordinance. The City's Zoning Ordinance defined as the ownership of more than four (4) animals. Veterinarians are the only one that can have a kennel, in a neighborhood commercial district. You cannot have a kennel on residential property and you cannot have more than four (4) animals on residential property, according to the law. Mr. Coleman stated, if the Commission would like, he can put that requirement in the City's Animal Control Ordinance. There is a Zoning Ordinance that states no more than four (4) animals in residential areas.

He also gave a report on the Peanut Gin located on South 11th Street and 6th Avenue. He stated there was a judgment against the owners of the Peanut Gin some time ago and he thinks they have found themselves in financial trouble; he cannot locate them. He has asked Gary Lamar to take care of this project for the City. Mr. Coleman and Mr. Lamar has discussed this and there will be another report, hopefully at the next Meeting.

5. **EXECUTIVE SESSION:** (For Personnel, Litigation, Real Estate): No Executive Session Requested.
6. **COMMENTS BY THE GOVERNING BODY:** No Comments.
7. **ADJOURNMENT:** Commissioner Rainey moved to adjourn the Meeting at 9:46 a.m.; seconded by Commission Vice Chair Reeves; the motion was approved by the Commission.