

**CITY OF METTER
REGULAR MEETING
MONDAY, DECEMBER 10, 2018
5:30 P.M.**

A regular meeting was held at City Hall on Monday, December 10, 2018 at 5:30 p. m. in the Council Chambers.

Attending the meeting were the following officials:

Mayor Edwin O. Boyd
Mayor Pro tem Chyrileen Kilcrease
Councilwoman Amy Harrelson
Councilman Rashida Taylor – (Arrived during staff reports, therefore, did not participate in any votes on the items under New Business)
Councilman Brandon Sikes
Councilman Paul MacGregor
City Manager Mandi Cody
City Clerk Angie Conner
Public Works Director Cliff Hendrix
Chief of Police Robert Shore
Fire Chief Jason Douglas
Finance Manager Cindy Collins
HR/Purchasing Manager Missy Edenfield
Director of Tourism/Business Development Heidi Jeffers
Captain Kevin Wadley
Carvy Snell, Metter Advertiser

Attending the meeting were the following guests:

No guests were present.

CALL TO ORDER AND WELCOME

Mayor Boyd called the meeting to order and welcomed everyone.

PLEDGE OF ALLEGIANCE

Councilman Sikes led the Pledge of Allegiance.

INVOCATION

Councilman Sikes gave the invocation.

APPROVAL OF AGENDA

Councilwoman Kilcrease made a motion to approve the agenda adding Items I and J. Councilwoman Harrelson seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

Councilwoman Kilcrease made a motion to approve the following minutes:

- a) Regular Meeting, Tuesday, November 13, 2018, 5:30 p.m.
- b) Called Meeting, Monday, December 3, 2018, 5:30 p.m.

Councilman MacGregor seconded the motion, and the vote was unanimous.

OLD BUSINESS

There was no old business listed on the agenda.

NEW BUSINESS

Fiduciary Agreement Between Metter Police Department and the Southeastern Regional Drug Enforcement Office

Councilwoman Kilcrease made a motion to approve a Fiduciary Agreement between Metter Police Department (representing the City of Metter as fiduciary) and the Southeastern Regional Drug Enforcement Office for receiving, maintaining, and expending funds awarded to the Southeastern Regional Drug Enforcement Office through the Department of Justice and the Department of Treasury. Councilman MacGregor seconded the motion, and the vote was unanimous.

Chief Shore to Execute Expenditures

Councilman MacGregor made a motion to authorize Chief Rob Shore to execute expenditures (checks) and fiduciary documents on behalf of the City of Metter and the Metter Police Department in regard to the Fiduciary Agreement between the Metter Police Department and the Southeastern Regional Drug Enforcement Office. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Metter Police Department Standard Operating Procedure Manual

Councilman MacGregor made a motion to approve Chapter 11 – Use of Force Policy for the 2018 Metter Police Department Standard Operating Procedure Manual. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Amendment to Chapter 13 of the Metter Municipal Code

Councilwoman Kilcrease made a motion to adopt amendments to Chapter 13.16 of the Metter Municipal Code – Refuse Collection and Disposal with an effective date of February 1, 2019. Councilman MacGregor seconded the motion, and the vote was unanimous.

Adoption of 2017-2018 City of Metter/Candler County Solid Waste Management Plan

Councilwoman Kilcrease made a motion to adopt the 2017-2018 City of Metter/Candler County Solid Waste Management Plan as prepared and recommended by the Heart of Georgia Altamaha Regional Commission. Councilman MacGregor seconded the motion, and the vote was unanimous.

Public Hearing and Vote to Amend the Metter Zoning Ordinance

Mayor Boyd opened a public hearing at 5:39 p.m. for public comment on the proposed amendments to the City of Metter Zoning Ordinance. There were no citizens present at the hearing and no comments from staff. Mayor Boyd closed the public hearing at 5:40 p.m.

After hearing no comments on the proposed changes, Councilman MacGregor made a motion to approve an ordinance to amend the Metter Zoning Ordinance, Appendix A of the Metter Municipal Code to abolish the Zoning Board of Appeals and vest its duties in the Metter Planning Commission and/or City Council, and other changes. Councilman Sikes seconded the motion, and the vote was unanimous.

Resolution – Community Development Block Grant (CDBG)

Councilwoman Kilcrease made a motion to approve a Resolution by the Mayor and Council Members of the City of Metter, Georgia, to authorize solicitation and selection of qualified experts in engineering and grant administration to assist city staff in the preparation of a 2019 Community Development Block Grant (CDBG) application to the Georgia Department of Community Affairs (DCA) for funding under title 1 of the Housing and Community Development Act of 1974, as amended. Councilman Macgregor seconded the motion, and the vote was unanimous.

Ordinance to Regulate Environmental Conservation, On-Site Sewage Management, and Permit Ordinance

A first reading was held for consideration of an Ordinance to regulate Environmental Conservation, On-Site Sewage Management, and Permit Ordinance in accordance with the Heart of Georgia Altamaha Regional Plan. No action was taken on this item.

Resolution – Assistance of Firefighters Grant Program

Councilwoman Kilcrease made a motion to approve a Resolution authorizing the City Manager to submit a grant application thru Assistance of Firefighters Grant Program for hiring a firefighter and recruitment and retention of volunteer firefighters. Councilman MacGregor seconded the motion, and the vote was unanimous.

Resolution – Georgia Forestry Commission Volunteer Fire Assistance Grant

Councilman MacGregor made a motion to approve a Resolution authorizing the City Manager to submit a grant application to Georgia Forestry Commission Volunteer Fire Assistance Grant for ground monitors and wild land suppression gear. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

MAYOR’S REPORT

1. An Archway event was held at the Depot for the graduation of Metter and Candler County five-year partnership with the University of Georgia. Dustin Durden and Steven Snell were presented with recognition pieces along with Mayor Trapnell for getting the program started. We will need to continue with regular meetings with all entities.
2. The Lighting of Metter was a huge success. We had food trucks, a chili cook-off and Santa. Mayor Trapnell thanked staff for all the hard work put into this.
3. The Mayors’ Motorcade in Savannah was quiet the event. We paraded along the street into the Georgia Regional properties. Patients and Staff lined the sidewalks to greet us. The hospital staff unloaded our gifts and provided us with breakfast. Then they had a program in the gym. Each Mayor or representative present was asked on stage to give greetings. Some of the patients read poetry and sang songs. It was very impressive.
4. The Chamber Gala was a great success. The weather was horrible, but it turned out to be a great event for the community.
5. The Employee Christmas Banquet is tomorrow at the Depot.

STAFF REPORTS

Police Department Report

Chief Shore submitted a written report.

Public Works Report

Mr. Hendrix submitted a written report and announced that he has a new Assistant Public Works Director and his departments are now fully staffed.

Fire Department Report

Chief Douglas submitted a written report and added that the fire department has been flow testing hydrants. The fire department has also been flushing hydrants.

Administration Report

Mrs. Conner submitted a written report and gave a brief report on the software conversion.

Finance Report

Mrs. Collins announced that she and Mrs. Edenfield will be training on HR and Payroll for the next three days. She has been working with the auditors to complete the FY19 Yearly Audit Report. Hopefully this will be presented to council in January or February. Mrs. Collins said that she, Chief Douglas and Tim Platt met with FEMA on Hurricane Michael.

HR/Purchasing Report

Mrs. Edenfield submitted a written report. She added that all departments are at full staff. She also added that she has tree removal and maintenance out for bid.

Department of Economic Development/Welcome Center

Ms. Jeffers reported 444 visitors at the Welcome Center last month. She reported that she is working on the renovation project at the Welcome Center.

City Manager's Report

Ms. Cody informed council that Georgia Southern University has asked for an extension to fine tune the feasibility study. She also reminded council of the Employee Banquet tomorrow night at 6:30 p.m. Dinner will be served at 7:00 p.m.

ADJOURNMENT

After no further discussion, Councilwoman Kilcrease made a motion to adjourn the meeting. Councilwoman Harrelson seconded the motion, and the vote was unanimous.

The meeting was adjourned at 6:10 p.m.

Angie Conner, City Clerk