

CITY OF METTER
REGULAR MEETING
AGENDA
MONDAY, MARCH 04, 2019
5:30 p.m.

1. CALL TO ORDER – Mayor Boyd
2. WELCOME – Mayor Boyd
3. PLEDGE OF ALLEGIANCE – Councilwoman Amy Harrelson
4. INVOCATION – Councilman Brandon Sikes
5. MOTION TO APPROVE THE AGENDA – Motion made by Councilman MacGregor adding Item (I) consideration of a motion to award a bid from Robert’s Trucking in the amount of \$146,954.69 to purchase a knuckle boom truck with a Pac Mac loader. Councilman Sikes seconded the motion, and the vote was unanimous.
6. MOTION TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:

- a) Regular Meeting, Monday, February 11, 2019, 5:30 p.m.

Motion made by Councilman Sikes, seconded by Councilwoman Harrelson, vote was unanimous.

7. PUBLIC COMMENTS

No public comments.

8. PRESENTATIONS

Presentation by Metter’s Animal Services Committee regarding a recommendation for the use of the \$100,000 bequest for improvements at the Metter Animal Shelter.

Committee Chair Susan Williams gave the presentation. Mrs. Williams asked that city council consider approving the use of the \$100,000 bequest for improvements at the Metter Animal Shelter. Improvements to include improving the cattery, adding a cat quarantine area, creating a visiting room for potential adopters, re-purposing the existing cat room into a storage and bathing area, and creating an improved reception and office area.

9. OLD BUSINESS

None

10. NEW BUSINESS

- a) Consideration of a Motion to approve the use of the \$100,000 bequest for improvements at the Metter Animal Shelter as recommended by the Grayson Trapnell Special Committee for Animal Services. Improvements to include improving the cattery, adding a cat quarantine area, creating a visiting room for

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potential adopters, re-purposing the existing cat room into a storage and bathing area, and creating an improved reception and office area.

Motion to approve as presented made by Councilwoman Harrelson, seconded by Councilman MacGregor, vote was unanimous.

- b) Consideration of a of a Motion to appoint the City of Metter representative for the Budget Review Committee to serve with representative from the Town of Pulaski and Candler County to advise the City Council regarding the FY 20 operating and capital budgets for the Metter Fire & Rescue Department in accordance with the 2018 City of Metter/Candler County Service Delivery Strategy.

Motion made by Paul MacGregor to appoint Councilman Brandon Sikes to the Budget Review Committee, seconded by Councilwoman Harrelson, vote was unanimous.

- c) Consideration of a Motion to award a contract and enter into an agreement for grant administration services for the preparation and administration of the 2019 Community Development Block Grant.

Motion made by Councilman MacGregor to award a contract and enter into an agreement for grant administration services for the preparation and administration of the 2019 Community Development Block Grant to Associates in Local Government Assistance, Inc. Vote seconded by Councilwoman Taylor, vote was unanimous.

- d) Consideration of a Motion to award engineering services for the preparation and design of the 2019 Community Development Block Grant.

Motion made by Councilwoman Taylor to award engineering services for the preparation and design of the 2019 Community Development Block Grant to Parker Engineering. Vote seconded by Councilman MacGregor, vote was unanimous.

- e) Consideration of a Motion to approve Mayor Edwin O. Boyd and City Clerk Angie Conner to complete and sign the Department of Community Affairs (DCA) Application Form 10 (DCA-10) which addresses Conflict of Interest Regulations along with all other certifications and assurances.

Motion made by Councilman MacGregor to approve the DCA Form 10, seconded by Councilman Sikes, unanimous vote.

- f) Consideration of a motion to award a bid for the repair and replacement of identified fire hydrants (Project No. FD2019) to Georgia Hydrant Services, Inc.

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with the ad alternative bid using the insertion valves (ad Alternative bid using the insertion valves \$199,070.00) with project date beginning May 1, 2019.

Motion made by Councilman MacGregor to award the ad alternative bid to Georgia Hydrant Services, Inc., seconded by Councilwoman Taylor, unanimous vote.

- g) Consideration of a Motion to approve a Resolution to surplus equipment: 2001 Chevrolet pickup and 1989 GMC dump truck as identified in Memo and to authorize the HR/Purchasing Manager to advertise the property in the Metter Advertiser and on the Govdeal.com website for this disposal.

Motion made by Councilwoman Harrelson to approve the resolution, seconded by Councilman MacGregor, unanimous vote.

- h) Consideration of a Motion to approve a Resolution adopting the City of Metter Comprehensive Plan 2019-2029 as approved by the Georgia Department of Community Affairs.

Motion made by Councilman MacGregor to approve the Resolution, seconded by Councilwoman Harrelson, unanimous vote.

- i) Consideration of a Motion to award a bid from Robert's Trucking in the amount of \$146,954.69 to purchase a knuckle boom truck with a Pac Mac loader.

Motion made by Councilman MacGregor to award the bid to Robert's Trucking, seconded by Councilwoman Taylor, unanimous vote.

11. DEPARTMENTAL REPORTS

- a) Police Department Report – Chief Shore submitted a written report. Chief Shore and Captain Wadley completed taser instruction training. Officers completed spike sticks training. Officers also completed quarterly training which included pursuits and domestic violence. Lost one officer, Corey Williams and hired Kurt Thompson as his replacement. Friday will hold a meeting with local pastors for community outreach.
- b) Public Works Report – Mr. Hendrix submitted a written report. He announced that we received notice from GDOT to advertise for the next TIA project which includes Burton Ave., S. Kennedy St., and S. Williams St. We are also working on the design phase of the next TIA project.
- c) Fire Department Report – Chief Douglas submitted a written report. He reported that calls were slightly down for last month. He submitted a grant application to

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FEMA for generators. This grant is for approximately \$200,000. It could take up to a year. This application includes generators for pump stations and for one well. It also includes a portable generator. The radio project is almost complete. The new fire engine should be delivered by the middle of April. There is a \$100 per day penalty if not delivered by delivery date.

d) Administration Report – Mrs. Conner submitted a written report. She highlighted the following:

- Helped with CDBG surveys
- Posted audit to TED website as required
- Recent ordinances sent to Municipal Code for codification
- Announced Called Meeting/Public Hearing – USDA and Zoning Issues Tuesday, March 19, 2019 at 5:30 p.m.
- Announced Planning Commission meeting on Monday, March 11, 2019 at City Hall at 6:00 p.m.
- Annual SAM registration renewed
- BAS information submitted to Census
- Announced GMA Convention registration

e) Finance Report – Mrs. Collins reported the following:

- Still working with Edmunds to get correct financial statements
- Provided information to FEMA
- Talked with representative from USDA and they are reviewing our grant/loan application
- Auditor reviewing reports from Edmunds to make sure accounts are correct.

f) HR/Purchasing Report – Mrs. Edenfield didn't have anything to add since all her items were addressed during the meeting.

g) Department of Economic Development Report – Ms. Jeffers reported the following:

- Attended Magnolia Midlands Retreat
- Gave a presentation to the Young Farmers Organization
- Meeting with people – Georgia Grown
- Meeting with business men from Germany (Farming Tour)

Victoria Gaitten, Executive Director, Chamber of Commerce reported on the following:

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- Bloomin Festival
- Business After Hours – Mutt Muffins – 10-year anniversary
- Industrial Tour (Pineland Telephone, CPE, Linzer, and Crider)
- Youth Leadership
- Blessing of the Crop

h) City Manager's Report – Ms. Cody reported on the following:

- Paws, Hearts and Hands road race March 16th held by Metter Chiropractic – Money raised goes to the Metter Animal Shelter. – the city is certifying the route and will have city hall facilities open that day.
- Great American Cleanup will be held April 6th.
- The surveys required for the CDBG application are slowly coming in. These are imperative. City staff will be going out on March 16th to assist citizens with these surveys.
- Attended a Federal Zones workshop and part of Metter is in the zone.
- We are getting closer to the end with Edmunds.
- Starting the budget process – Budget retreat will be held on May 7th at the Metter Police Department. Will be finalizing calendar and sending it out soon.
- Planning Commission will meet on Monday, March 11th at 6:00 p.m. on the conditional use application for properties located at 20 and 30 S. College St.
- Called Meeting/Public Hearing, Tuesday, March 19th, 5:30 p.m.

12. MAYOR'S REPORT

Mayor Boyd reported on the following:

- Expressed appreciation to all employees for all the hard work they are doing.
- Looking forward to the street repairs and the fire hydrant repairs and replacements.
- Sending prayers to the people who lost their lives in the bad weather in Alabama and Georgia over the weekend and thanks for sparing us.
- Looking forward to the festival. City is preparing to have town looking good. Working on correcting the problem with the grass in the park. Cleaning up the streets and lanes

13. EXECUTIVE SESSION

- a) Consideration of a Motion to go into executive session to discuss real estate.

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At 6:18 p.m. Councilman MacGregor made a motion to go into executive session for real estate purposes. Councilman Brandon seconded the motion, and the vote was unanimous.

- b) Consideration of a Motion to go back into open session.

At 7:03 p.m., Councilman MacGregor made a motion to go back into open session. Councilwoman Taylor seconded the motion, and the vote was unanimous.

14. ADJOURN

After no further business, Councilman MacGregor made a motion to adjourn the meeting. Councilman Brandon Sikes seconded the motion, and the vote was unanimous. The meeting was adjourned at 7:05 p.m.

Attending the meeting were the following officials:

Mayor Edwin O. Boyd
Councilwoman Amy Harrelson
Councilman Paul MacGregor
Councilwoman Rashida Taylor
Councilman Brandon Sikes
City Manager Mandi Cody
City Clerk Angie Conner
Director of Tourism/Business Development Heidi Jeffers
Chief of Police Robert Shore
Public Works Director Cliff Hendrix
Fire Chief Jason Douglas
HR/Purchasing Manager Missy Edenfield
Finance Manager Cindy Collins
Carvy Snell – Metter Advertiser

Guests attending were as follows:

Members of the Grayson Trapnell Special Committee for Animal Services (Susan Williams, Cheryl Aasheim, Deborah Johns)
Victoria Gaitten – Chamber of Commerce
Bryan Aasheim – Candler County Board of Commissioners
Richard Williams