

**CITY OF METTER  
REGULAR MEETING  
MONDAY, MAY 13, 2019  
5:30 P.M.**

A regular meeting was held at City Hall on Monday, May 13, 2019 at 5:30 p. m. in the Council Chambers.

Attending the meeting were the following officials:

Mayor Edwin O. Boyd  
Councilwoman Amy Harrelson  
Councilwoman Chyrileen Kilcrease  
Councilwoman Rashida Taylor  
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  
Carvy Snell, Metter Advertiser

Attending the meeting were the following guests:

Roberta Graham, Executive Director, Communities in Schools of Candler County  
Jennifer Durham, Regional Library Director, Statesboro Regional Public Libraries

**CALL TO ORDER AND WELCOME**

Mayor Boyd called the meeting to order and welcomed everyone.

**PLEDGE OF ALLEGIANCE**

Councilwoman MacGregor led the Pledge of Allegiance.

**INVOCATION**

Councilman Sikes gave the invocation.

**APPROVAL OF AGENDA**

Councilwoman Harrelson made a motion to approve the agenda adding item 10e: Motion to approve a lease agreement between the City of Metter and Better Fresh Farms, LLC for incubator space. Councilman MacGregor seconded the motion, and the vote was unanimous.

**APPROVAL OF MINUTES**

A motion was made by Councilwoman Kilcrease to approve the minutes from the Regular Meeting, Monday, April 8, 2019 at 5:30 p.m., seconded by Councilwoman Harrelson, approved by unanimous vote.

**PUBLIC COMMENTS**

There were no public comments.

**PRESENTATIONS**

**Communities in Schools FY 2020 Budget Request**

Ms. Roberta Graham was present asking Council to increase their funding to the CIS Program to \$10,000 for FY 2020 and if they couldn't then to continue with the annual \$6,600. She said that Candler County ranks in the top 3 in the state with the case managed kids. Candler County has a 100% graduation rate with the case managed kids. CIS receives funding from the City of Metter, Candler County Board of Education, and the State Board of Education. We also do a lot of fund raisers.

**FY 2020 Budget Request for L.C. Anderson Memorial Library**

Ms. Jennifer Durham, Regional Library Director, Statesboro Regional Libraries, was present asking the council to keep the library funding for FY 2020 the same as FY 2019. She said that they are not requesting an increase this year. Candler County gave a little bit more than requested this year. We are applying for state grants; one to replace the handrails in the front and back of the building and to update the doors for fire protection. It is a 50/50 match. We are increasing programs at the library. We are opening for a few hours every Saturday. We are holding summer programs at the Boys and Girls Club. We are hoping that the School Board continues their same level of funding.

**OLD BUSINESS**

There was no old business to discuss.

**NEW BUSINESS**

**Resolution Declaring Surplus**

Councilwoman Kilcrease made a motion to approve a Resolution declaring certain personal property of the City as surplus and authorizing its disposal:

1. A 1980 Bomag Asphalt Packer, VIN No. 170119614 that is assigned to the Street and Lane Department. This unit is no longer used due to its age.
2. A 2004 John Deere 997 Z Track Riding Mower, VIN No. DM9975B020878 that is assigned to the Street and Lane Department. The mowing deck is worn out and cost more to replace than the mower is worth. We no longer use this unit.
3. A 2007 Ford Crown Victoria, VIN No. 2FAFP71W47X146369 that is assigned to the Police Department.
4. A 2008 Ford Crown Victoria, VIN No. 2FAFP71V98X147798 that is assigned to the Police Department.
5. A 2009 Ford Crown Victoria, VIN No. 2FAHP71V89X118352 that is assigned to the Police Department.

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

**Conflict of Interest – 2019 CDBG Project**

The fact of apparent conflict of interest with regard to the FY 2019 CDBG application and project, based on the strictest interpretation of the CDBG program rules and regulations, was made public during this meeting. Councilwoman Rashida Taylor stated that she owns a tract of land located in the project activity location (355/325/365 N. Terrell Street and her aunt resides at 325 N. Terrell Street). Councilwoman Taylor's mother owns property at 10 Lincoln Street, but she over sees the property. Councilwoman Chyrileen Kilcrease owns the property located at 514 N. Leroy Street and her brother resides at this location.

Councilwoman Taylor and Councilwoman Kilcrease have been made aware of this apparent conflict of interest with regard to the FY 2019 CDBG program, based on the strictest interpretation of the CDBG program rules and regulations. To avoid even the appearance of impropriety due to these technical conflicts of interest, these council members have agreed to observe the following precautions with regard to the FY 2019 CDBG program:

1. At any meeting where the FY 2019 CDBG application and/or project are to be discussed, Councilwoman Rashida Taylor and

Councilwoman Chyrileen Kilcrease will excuse themselves and leave the room until the discussion is concluded.

2. At any meeting where the FY 2019 CDBG program or any aspect thereof is to be the subject of official action, they will excuse themselves and leave the room until discussion and/or votes have been concluded.

### **Voting Delegate for GMA Annual Meeting**

Councilman MacGregor made a motion to designate Councilwoman Kilcrease to serve as the voting delegate representing the City of Metter at the Georgia Municipal Association (GMA) annual business meeting to be held on Monday, June 24<sup>th</sup> from 8:30 a.m. to 9:15 a.m. Councilwoman Harrelson seconded the motion, and the vote was unanimous.

### **Bid Approval – FireLine Inc.**

Mayor Boyd asked for consideration of a Motion to award a bid for a fire hose and adapters to be used by the Metter Fire Department to FireLine, Inc. in the amount of \$32,266.00 as recommended by Fire Chief Jason Douglas and staff. Of the ten (10) vendors that submitted bids, only four met the bid specs. Of those four (4) FireLine, Inc. has the lowest pricing. \$30,000 was budgeted in the FY 18 Capital Improvement budget, to be funded by 2018 SPLOST.

Councilwoman Kilcrease made a motion to award a bid for a fire hose and adapters to be used by the Metter Fire Department to FireLine, Inc. in the amount of \$32,266.00 as recommended by Fire Chief Jason Douglas and staff. Councilman MacGregor seconded the motion, and the vote was unanimous.

### **Lease Agreement Better Fresh Farms, LLC**

Councilman MacGregor made a motion to approve a City of Metter Business Incubator Lease Agreement between the City of Metter and Better Fresh Farms, LLC and for the mayor to execute the document. Councilman Sikes seconded the motion, and the vote was unanimous.

## **DEPARTMENTAL REPORTS**

### **Police Department Report**

Chief Shore submitted a written report and added the following:

1. State Certification Mock Inspection held on May 8<sup>th</sup> and 9<sup>th</sup>. Still have a lot of work to do. August 31<sup>st</sup> is the deadline for completion.
2. Officer English caught a burglar while in the act.

### **Public Works Report**

Mr. Hendrix submitted a written report and added the following:

1. We have received bids on the S. Kennedy St, S. Williams St., and Burton Ave. project. We are reviewing these bids and will bring a recommendation back to council.
2. Bids for the TIA projects are coming in 40 to 50 percent higher than expected.
3. Almost ready to put the next TIA project out for bid.
4. Hydrant Repair Project started this week.
5. Rate study is complete and recommendations to council are forthcoming.
6. National Public Works Week – May 19<sup>th</sup> – 25<sup>th</sup>.

### **Fire Department Report**

Chief Douglas submitted a written report and added the following:

1. All engines passed pump inspection.
2. Calls were up a little last month compared to last year.
3. Completed final inspection of the new fire truck. Expecting delivery next week.
4. Prepared to start hydrant and flow testing at the end of the week.

### **Administration Report**

Mrs. Conner submitted a written report and went over the highlights as follows:

1. Announced a Called Meeting/Budget Work Session for Wednesday, May 29<sup>th</sup> at 5:30 p.m. at City Hall.
2. GMA invitations included in the agenda packet.
3. Need to submit the City of Metter ballot for GMA District 9 Officers.
4. Still working with Edmunds on credit and debit card payments.
5. Staff completed several training workshops during the month.

### **Finance Report**

Mrs. Collins reported on the following:

1. Getting close to having everything working properly in the Edmunds system.
2. Installed the finance part of QuickBooks at City Hall and the Point of Sale part at the Welcome Center.
3. Should be able to take credit and debit cards at the Welcome Center by the end of the week.
4. In the process of balancing April statements.

### **HR/Purchasing Report**

Mrs. Edenfield announced that she has several bids out including the one for water chemicals. Councilwoman Taylor asked about the bids for the Welcome Center renovations. Ms. Cody reported that she is talking with the Georgia Department of Corrections on performing the labor; presently putting together a scope of work. They will also be helping with the labor on the Terrell Street and Lillian Street building renovations. Councilwoman Taylor asked to see the Lillian Street building to see what renovations will need to be done to house Public Works. Councilman Sikes said he would also like to see it. Ms. Cody said she would be glad to show it to them.

### **Department of Economic Development/Welcome Center**

Ms. Jeffers reported on the following:

1. The Georgia Grown Tour will come to Metter tomorrow. There will be a farm tour and a luncheon at the depot. Executive Chef Holly Chute will be preparing dishes made with local produce. All council members are encouraged to participate. Commissioner Black will be here for the tour.
2. Better Fresh Farms, LLC has located a farm container downtown in the East Park near the depot. Better Fresh Farms and the City of Metter will sign the incubator lease agreement tomorrow at 3 p.m. at the container location. Council are encouraged to participate.
3. Georgia Grown banners are here and up.

### **City Manager's Report**

Ms. Cody informed council that a table has been reserved for tomorrow's luncheon for the Georgia Grown Tour and encouraged each of them to participate and join the signing of the lease agreement with Better Fresh Farms at 3 p.m.

### **MAYOR'S REPORT**

Mayor Boyd reported on the following:

1. Mayor Boyd expressed his appreciation to City Manager Mandi Cody and staff for putting together a great budget work session and for putting together the budget books. He said it was a great meeting and he got a lot out of it.
2. Mayor Boyd is looking forward to the feedback from the water and sewer rate study; making sure we are fair with our rates.
3. Mayor Boyd said he is excited to see Grant Anderson bringing his business Better Fresh Farms, LLC to Metter and participating in the incubator project. He is also looking at moving to Metter/Candler County.

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4. Mayor Boyd said that Better Fresh Farms could lead to another company from Canada, which makes the farm containers, locating here.

**ADJOURNMENT**

After no further business, Councilwoman Kilcrease made a motion to adjourn the meeting. Councilwoman Harrelson seconded the motion, and the vote was unanimous. The meeting was adjourned at 6:05 p.m.

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Angie Conner, City Clerk