

**CITY OF METTER
REGULAR MEETING
MONDAY, NOVEMBER 4, 2019
5:30 P.M.**

A regular meeting was held in the council chambers at city hall on Monday, November 4, 2019 at 5:30 p. m.

Attending the meeting were the following officials:

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

Councilwoman Rashida Taylor was not present for this meeting.

Attending the meeting were the following guests:

Mrs. Claude Whitaker and her son

CALL TO ORDER AND WELCOME

Mayor Boyd called the meeting to order and welcomed everyone.

PLEDGE OF ALLEGIANCE

Councilwoman Harrelson led the Pledge of Allegiance.

INVOCATION

Councilwoman Kilcrease gave the invocation.

APPROVAL OF AGENDA

Councilwoman Kilcrease made a motion to approve the agenda adding Item C) consideration of a motion to approve a resolution to authorize submission of a FY 2020 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 and to authorize Mayor Edwin O. Boyd to submit to the Georgia Department of Community Affairs a FY 2020 Community Development Block Grant application and such supporting and collateral material as shall be necessary and Item D) Consideration of a motion to approve a Fair Housing Resolution. Councilwoman Harrelson seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

A motion was made by Councilwoman Kilcrease to approve the following minutes:

- a) Regular Meeting, Monday, October 14, 2019, 5:30 p.m.

Councilwoman Harrelson seconded the motion, and the vote was unanimous.

PUBLIC COMMENTS/PRESENTATIONS

Kenneth Scott, 198 Eldridge Street Apt. 39, was listed on the agenda to address council regarding the new streetlight fee but he was not present at the meeting.

OLD BUSINESS

There was no old business listed on the agenda.

NEW BUSINESS

Bid Approval – Daniel Bishop Chevrolet

Councilwoman Kilcrease made a motion to approve a bid from Daniel Bishop Chevrolet in the amount of \$37,950.00 for the purchase of a SUV to replace the 2019 Ford Explorer that was totaled in a no-fault accident on May 24, 2019 and to approve the additional cost totaling approximately \$5,700.00 to install salvaged equipment and repair/replace the equipment not salvageable. Councilman Sikes seconded the motion, and the vote was unanimous.

The funding for this project will be as follows:

Insurance claim proceeds:	\$36,659.81
2018 SPLOST:	\$ 6,990.19

Free Adoptions through the Month of December – Metter Animal Shelter

Councilwoman Harrelson made a motion to approve free adoptions at the Metter Animal Shelter for the month of December as recommended by Chief Rob Shore. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Resolution to Apply for FY 2020 CDBG Grant

Councilwoman Harrelson made a motion to approve a resolution to authorize submission of a FY 2020 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 and to authorize Mayor Edwin O. Boyd to submit to the Georgia Department of Community Affairs a FY 2020 Community Development Block Grant application and such supporting and collateral material as shall be necessary. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Resolution – Fair Housing

Councilwoman Kilcrease made a motion to approve a Fair Housing Resolution. Councilwoman Harrelson seconded the motion, and the vote was unanimous.

DEPARTMENTAL REPORTS

Police Department Report

Chief Shore submitted a written report. He also reported on the following:

- The police department was at full staff until Officer Ray Smith resigned.
- Revenues for fines are up.
- Officers are participating in “No Shave November” and proceeds will be given back to the community.

Public Works Report

Mr. Hendrix submitted a written report. He also reported on the following:

- Public Works has completely vacated the Terrell Street property and is now located at the Lillian Street property.
- The electrical project for Better Fresh Farms is on schedule.
- The streets and lanes department are fully staffed.
- The water and sewer department have three vacancies. In the process of advertising these positions.
- Once we receive the contracts on the 2018 TIA then we will need a Notice to Proceed.
- Will have a recommendation on how to proceed with the 2019 TIA by next council meeting.

Fire Department Report

Chief Douglas submitted a written report. He also informed council of the following:

- Had an ordinary month with fire calls.
- Had to assist Emanuel County twice.
- According to the amortization schedule there will be no payment on the brush truck until next budget year.

Administration Report

Mrs. Conner submitted a written report and highlighted the following:

- Completed registration and housing for the 2020 Cities United Summit.
- Initiated the streetlight fee to each water account on the October billing.
- Attended a Census Complete Count Committee meeting at Bevricks. The committee is beginning to come together. Bubba Longgear is serving as Chair.
- Angie Conner and Shauna Goodman attended the Georgia Business Tax Officials Conference on October 20-22 at Unicoi State Park & Lodge.
- Beth Odom, Kaylee Whitfield, and Shauna Goodman attended the Georgia Municipal Association Revenue Program that was offered in Statesboro. Ms. Goodman completed the program and Ms. Odom and Ms. Whitfield still have a few classes left to finish.
- The administration department participated in the SWOT training presented by City Manager Carter Crawford.
- We have two terms expiring in November on the Tree Board – Eddy Jones and Elon Flack. There has also been a vacant seat on that board for several years. Please be thinking of nominations for the next council meeting.

Finance Report

Mrs. Collins reported on the following:

- Have completed quarterly reports July-September.
- Issued a spending freeze through December 31, 2019.
- Any expenditure over \$1,000 Mr. Crawford must sign off on.
- Next Tuesday we will be signing paperwork on the USDA loan for the Fire Truck.
- Working with auditor daily.

HR/Purchasing Report

Mrs. Edenfield reported on the following:

- We have an open position in the police department, fire department and three open positions in the water wastewater department.
- We have submitted bid notices for the thermal image camera and for the renovations at the animal shelter.

Regular Meeting, November 4, 2019

- Flue shots will be available tomorrow at the police department.

Department of Economic Development/Welcome Center

Ms. Jeffers reported on the following:

- Did a presentation on Tourism Product Development – 25 venues and attractions. Recommendations were made some private and some public.
- Working with Georgia Grown on the coming years.
- Working with Metter businesses to sell Georgia Grown products.
- We are moving forward on the Terrell Street building. Georgia Southern to start working on their end.

Councilman MacGregor asked Ms. Jeffers to investigate funding for a splash pad.

City Manager's Report

Mr. Crawford gave an update on the SWOT meetings. He said that first the employees identified the strengths as follows:

- Communication between departments.
- Employee longevity.
- Teamwork.
- Weekly Pay.

We will be working on steps to improve these strengths.

Next the employees identified the weaknesses as follows:

- Limited finances.
- Understaffed.
- Progressive pay scale
- Equipment.

We will be working on steps to improve on our weaknesses. At our next meeting we will be working on action steps and opportunities. We will put together teams to work on this.

Mr. Crawford also reported on the following:

- Spending freeze – has been extended through December 31, 2019 to build up revenues.
- Mr. Crawford will be signing expenditures exceeding \$1,000.

Councilman MacGregor asked to meet with Mr. Crawford and Mayor Boyd. He said that it bothers him that we are balancing the budget by taking employee benefits. He would like to reinstate the 2% retirement for the employees. Councilman MacGregor said that

budgets are just estimates and can be changed. Councilman MacGregor said that he feels very strongly about reinstating this benefit at some point.

MAYOR'S REPORT

Mayor Boyd reported on the following:

- We are receiving responses about the \$5 fee on the water bill for the streetlights. Mayor Boyd said that he knows this is not a perfect system and he didn't take pleasure in adding the fee.
- We have the following to be thankful for:
 1. Innovation center bringing 20 jobs.
 2. Industrial Authority bringing in firm with 20 or so high paying jobs.
 3. Candler Peanut opening a seed manufacturing plant adding permanent jobs.
 4. We are indebted to the state for the One Georgia Grant, thanks to Heidi Jeffers.
 5. Congressman Hill got the Corrections Department to help with renovations to our buildings.
 6. All of our departments are doing good jobs.
 7. We had a good State of the Community address.
 8. We need to put up signs when some of our projects are complete to convince everyone that it's a good thing.
 9. Appreciate the efforts of our animal control and fire and rescue.
 10. Appreciate council's devotion to lengthy and abundance of meetings.
 11. Looking forward to the Food Truck Festival and then the Lighting of Metter.

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 6:04 p.m.

Angie Conner, City Clerk