

**CITY OF METTER
REGULAR MEETING
MONDAY, JANUARY 9, 2017
7:00 P.M.**

A regular meeting was held at City Hall on Monday, January 9, 2017 at 7:00 p. m. in the Council Chambers.

Attending the meeting were the following officials:

Mayor Billy Trapnell
Mayor Pro tem Chyrileen Kilcrease
Councilman Ed Boyd
Councilman Gregory Thomas
Councilwoman Marsha Colson
City Manager Mandi Cody
City Clerk Angie Conner
Public Works Director Cliff Hendrix
Chief of Police Mack Seckinger
Fire Chief Jason Douglas
Metter Classic Main Street Director Jaime Riggs
Financial Manager/Deputy Clerk Cindy Collins
Human Resources/Purchasing Manager Missy Edenfield
Jerri Goodman, Metter Advertiser

Councilman Paul MacGregor was out of town.

Attending the meeting were the following guests:

Catherine Muse – Archway Professional
Bubba Longgear – Superintendent of Candler County Schools
Casandra Brown – River Keeper
Shelly Strange
Mrs. Gay – Metter Garden Club

CALL TO ORDER AND WELCOME

Mayor Trapnell called the meeting to order and welcomed everyone.

PLEDGE OF ALLEGIANCE

Councilwoman Kilcrease led the Pledge of Allegiance.

INVOCATION

Councilwoman Colson gave the invocation.

APPROVAL OF AGENDA

Councilwoman Kilcrease made a motion to approve the agenda as presented. Councilwoman Colson seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

Councilman Thomas made a motion to approve the following minutes:

Regular Meeting held on Monday, December 12, 2016
Councilwoman Kilcrease seconded the motion and the vote was unanimous.

GUEST PRESENTATIONS

Ms. Catherine Muse, Archway Professional, announced to the group that Archway assisted the K-5 School in applying for a “Making Shade” grant through Georgia Forestry. It was a \$5,000 grant. The grant was awarded and allowed for the purchase and planting of 37 trees of different species to provide shade for the Metter Elementary School playground. The cost of the trees was \$4,500 leaving some money for the purchase of gators for watering purposes. Ms. Muse said that Dr. Bubba Longgear, Ms. Casandra Brown, Members of the Georgia Forestry Commission and students participated in planting the trees. The school will use students to help keep the trees watered. They would like to incorporate this project in with the Arbor Day Program. Ms. Muse also thanked the city for digging the holes for the trees and Mr. Cliff Hendrix for his guidance.

Ms. Muse reported that Archway has finished the historic preservation. Archway also plans to assist with the comprehensive plan. Mayor Trapnell said that he is thankful for the Archway Partnership.

OLD BUSINESS

There was no old business to report.

NEW BUSINESS

Resolution Mayor Pro tem Appointment

Councilwoman Colson made a motion to approve a resolution appointing Councilwoman Kilcrease to serve as Mayor Pro tem for 2017 pursuant to Section 2.04.070 of the Metter Municipal Code. Councilman Thomas seconded the motion, and the vote was unanimous.

Resolution Metter-Candler County Airport Authority Appointment

Councilman Thomas made a motion to approve a resolution reappointing Mr. Bobby Jones to Post 1 on the Metter-Candler County Airport Authority for a six year term which will expire on December 31, 2022. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Resolution Georgia Cities Week

Councilwoman Kilcrease made a motion to approve a resolution of the City of Metter recognizing Georgia Cities Week, April 23-29, 2017, and encouraging all citizens to support the celebration and corresponding activities. Councilman Thomas seconded the motion, and the vote was unanimous.

Resolution Metter Municipal Court Judge Appointment

Councilwoman Kilcrease made a motion to approve a resolution reappointing Mr. Kendall Gross as City of Metter Municipal Court Judge for 2017 in accordance with the Section 4.11 of the Charter for the City of Metter and the Official Code of Georgia. Councilman Thomas seconded the motion, and the vote was unanimous.

Resolution City of Metter Indigent Defense Attorney

Councilwoman Colson made a motion to approve a resolution reappointing Mr. Paul Cook as the City of Metter Indigent Defense Attorney for 2017 as required by the Official Code of Georgia. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Resolution City of Metter Municipal Court Solicitor

Councilwoman Kilcrease made a motion to approve a resolution reappointing Mr. Brent Carter as the City of Metter Municipal Court Solicitor for 2017 in accordance with the Charter and Ordinances for the City of Metter and the Official Code of Georgia. Councilman Thomas seconded the motion, and the vote was unanimous.

Resolution City Attorney

Councilman Boyd made a motion to approve a resolution reappointing Mr. Brent Carter as the City Attorney for 2017 in accordance with the Charter for the City of Metter. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Set and Publish Qualifying Fees

Councilwoman Colson made a motion to set and publish the qualifying fees for the 2017 City of Metter General Election in accordance with Section 2.08 of the City of Metter Municipal Code and the Official Code of Georgia. Qualifying Fees shall be set as follows: For Mayor \$171.00 and For Council seats \$81.00. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Downtown Park Plaque

Councilman Thomas made a motion to support the concept of a request by the Metter Garden Club to place a plaque measuring 31 inches high by 36 inches wide at the fountain in the Downtown Park with the following wording:

Metter's Fountain

In 1979, the Metter Garden Club began the project of replacing a small fountain in this park. The project was supported by the City Council of Metter and the community. Congressman Ronald "Bo" Ginn announced in May of that year that a National Endowment for the Arts grant had been awarded to the project. That grant, along with funds raised by the community, made the fountain a reality. Ivan R. Bailey, metal sculptor from Savannah, Georgia, was commissioned to design and hand forge the fountain. His sculpture depicts this area's rare plant *Elliottia racemose*, first identified here in the 1960s, and the African Cattle Egret, first seen locally in the 1950s, commonly known as the Cow Bird. During the 2016 park renovation, the fountain was completely refurbished. The original metal sculpture was cleaned and returned to its former location in the center of the park with funds provided by the City of Metter.

Metter Garden Club 2016

As part of the motion, council requested corrections to the grammatical errors. Councilwoman Colson seconded the motion, and the vote was unanimous.

STAFF REPORTS

Police Department Report

Chief Seckinger submitted a written report. He added the following:

1. The police department is fully staffed.
2. There were four promotions.
3. We are planning a Public Safety Banquet for the Police and Fire Departments.

Public Works Report

Public Works Director, Cliff Hendrix submitted a written report. He added that there has been a delay with finishing the downtown park project due to all the rain. They have started with the fountain and should be totally finished with the project by the end of the month.

Fire Department Report

Chief Douglas submitted a written report and didn't have anything else to add.

Main Street Program Report

Ms. Riggs reported the following:

1. Working with year-end reports to submit to the Department of Community Affairs.
2. Another Bloomin Festival is scheduled for Saturday, April 15, 2017. There will be a meeting soon.
3. Will measure park for booth spaces.
4. Festival Committee is looking at purchasing some picnic tables.
5. Collected \$4,500 in donations for the "Wall That Heals" so far. Hoping to raise a total of \$10,000. This event will be the week of October 20th, 2017. The next meeting is January 18, 2017 at 9:00 a.m.
6. We will be hosting BRAG in 2017. They have new coordinators. They are guaranteeing us 1500 riders in June. Looking for community committees.
7. The stats for the Welcome Center were impacted by Hurricane Matthew.
8. November revenues are down from last November.
9. The billboards along the interstate are paying off.

Administration Report

City Clerk, Angie Conner reported on the following:

1. All alcohol licensees bought their 2017 license by the close of business on December 30, 2017. After reviewing the alcohol ordinance, Ms. Cody determined that Club 46 Lounge was not properly licensed and that the city ordinance does not allow for a lounge. Therefore, this license was not renewed. Mrs. Eva Collins did not renew Club 46 Package Shop. Dollar General is changing the name of the person responsible for their alcohol license and did not get all of the required documents and payment together in time to receive a license for Jan. 1, 2017. They are in the process now of making corrections so we will bring this back to council. Chesterfields was issued a temporary alcohol license for 30 days giving them time to correct some non-compliance issues with the Life Safety Code. Once they are cleared through the Fire Department, we will issue their regular license.
2. GMA Mayors' Day will be held at the Atlanta Marriott on January 20-23, 2017. All reservations are complete. I will have your tax forms ready by January 13, 2017. Please be sure to take these forms with you and present them at check-in.
3. The City of Metter yearly ordinance updates have been sent to Municode for processing. Once we get the information back from them we will be asking you to bring in your code books so we can put the updates in them.
4. The City of Metter will be participating in the GMA Georgia Cities Week which is April 23-29, 2017. There will be more information forthcoming.
5. City Staff will receive training on the online payment process on Thursday, January 12, 2017. Hopefully, soon after that we will be able to go live. Stay tuned.
6. Stuart Bowen, our IT Consultant, has performed our annual complete system backup.
7. Immigration reports are due by December 31 to the Dept. of Audits. The required annual immigration reporting has been completed for the City of Metter.

8. If 2017 is the city's election year, the city must set and publish qualifying fees, O.C.G.A. § 21-2-131 by February 1, 2017. The required public notice establishing qualifying fees is set to run in the Metter Advertiser on Wednesday, January 11, 2017.
9. Mrs. Cindy Collins is working on the year end reporting. She is getting ready for W-2 and 1099 processing. There have been some software issues. TBS/Harris has lost most of their people who handled technical support so this is causing an issue. Mrs. Collins has contacted a former employee of TBS to come and help us with this problem.
10. Personal Financial Disclosure Reports for the year ending 2016 are due anytime between Jan1 – July 1, 2017, unless running for office in 2017 which allows submitting the PDF when qualifying for office.
11. The administration department has developed a newsletter for our employees and customers. If you have an announcement you would like to post in a newsletter please send your information to Mrs. Shauna Goodman.
12. Georgia Department of Community Affairs has approved the request to change the deadline for our next Comprehensive Plan Update from October 31, 2018 to October 31, 2017. This change will also affect the Service Delivery Strategy deadline.
13. We sent a letter to Georgia Department of Audits & Accounts requesting an extension on submitting the FY2016 audit report as requested by Richard Deal, City Auditor.

City Manager's Report

Ms. Cody reported that we have a busy year ahead of us and we will be working on the following:

1. The DCA Comp Plan and Service Delivery Strategy will have to be approved by October 31, 2017.
2. We will also be working on the SPLOST referendum.
3. There are two franchise agreements and contracts up this year.
4. Making a calendar with deadlines and dates and will share with council.
5. Will need to establish some committees.

The required Report of Local Government Finances has been sent to the Department of Community Affairs by our City Auditor. The Auditor will be here in March to give a full FY 2016 audit report to council.

MAYOR'S REPORT

Mayor Trapnell announced that he does not anticipate running for office this time. He said that it has truly been an honor to serve this community for 24 years (6 terms).

ADJOURNMENT

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

The meeting was adjourned at 7:15 p.m.

Angie Conner, City Clerk

William M. Trapnell, Mayor