

**CITY OF METTER  
REGULAR MEETING/PUBLIC HEARING  
MONDAY, MAY 8, 2017  
5:30 P.M.**

A regular meeting was held at City Hall on Monday, May 8, 2017 at 5:30 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  
Councilman Paul MacGregor  
City Manager Mandi Cody  
City Clerk Angie Conner  
Public Works Director Cliff Hendrix  
Chief of Police Mack Seckinger  
Fire Chief Jason Douglas  
Finance Manager Cindy Collins  
HR/Purchasing Manager Missy Edenfield  
Interim Chamber Director Victoria Gaitten  
Carvy Snell, Metter Advertiser

Attending the meeting were the following guests:

Heidi Raposa	Cheryl Aasheim
Brian Aasheim	Stephen Snell
John Miles	Dennis Allen
Felix Johnston	Glyn Thrift
Amanda Wilson	Mal White
Jean Furr	Dustin Durden
Maxine Griffin	Gay Beville
Chris West	Amy Harrelson
Shelly Strange	Tommy Condrey
Tina Crooms	Jennifer Durham
Catherine Muse	Angel Jackson
Rob Gordon	

**CALL TO ORDER AND WELCOME**

Mayor Trapnell called the meeting to order and welcomed everyone. He announced that we will be holding a public hearing along with our regular meeting to meet the state requirements for not placing a city decal on the administrative car and the city manager car.

**PLEDGE OF ALLEGIANCE**

Councilman Boyd led the Pledge of Allegiance.

**INVOCATION**

Councilman Thomas gave the invocation.

**APPROVAL OF AGENDA**

Councilwoman Kilcrease made a motion to approve the agenda adding Item O) 6 months disconnect from Georgia Power. Councilman Thomas seconded the motion, and the vote was unanimous.

**APPROVAL OF MINUTES**

Councilwoman Kilcrease made a motion to approve the following minutes:

Regular Meeting – April 10, 2017

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

**GUEST RECOGNITION**

A presentation by Metter Police Chief Mack Seckinger to present the Metter Police Department Certificate of Appointment to Mr. Larry Guido to recognize his appointment to the position of Police Chaplain for the Metter Police Department was listed on the agenda but Mr. Guido was not present at the meeting.

**OLD BUSINESS**

No old business.

**NEW BUSINESS**

**Presentation by Heidi Raposa, Chairperson of the Grayson Trapnell Special Committee for Animal Services**

Ms. Heidi Raposa, Chairperson of the Grayson Trapnell Special Committee for Animal Services gave a presentation regarding recommendations for improvements in Animal Services and distribution of the \$100,000 bequest to the Metter Animal Shelter.

Ms. Raposa informed everyone that the Grayson Trapnell Special Committee for Animal Services was formed as a temporary committee in honor of Mr. Trapnell and the \$100,000 bequest he left the Metter Animal Shelter in memory of his mother, Mrs. Wilma B. Tull and “her long commitment to helping homeless animals”. This committee was tasked to review the needs and opportunities affecting the Metter Animal Shelter, and to specifically consider alternative courses for honoring Mr. Trapnell’s bequest to benefit the local homeless animal population.

Ms. Raposa gave a list of the top five (5) improvements:

- 1) Adding a separate quarantine area (portable building would be more cost efficient)
- 2) Improve climate control
- 3) Need a meet and greet room – activity room (space in existing building)
- 4) Fenced outdoor exercise area (tie into existing fence)
- 5) Additional feral cat cage

The next three (3) requested improvements are as follows:

- 1) Addition of small office area (minor revision)
- 2) Signage for visibility – Hwy 46 East larger sign and one on South Leroy St.
- 3) Road improvement

The Committee is asking for the city to pay for these improvements

Ms. Raposa said that there could be funds left from the bequest and the committee would like to keep them. We would like to revisit the memorial and create something personal to recognize Mr. Trapnell and his mother.

Ms. Raposa presented some operational revisions:

- 1) The public came out and gave concerns about additional shelter staffing, new procedures, and updated procedures.
  - a) Position of animal caretaker move from part time to full time. Their job will be solely taking care of the animals. This position should be at the same level as the animal control officer. The committee is asking the city to fund this.
  - b) Add the position of Animal Services Director who will be responsible for the immediate oversight of daily operation of the shelter. This position could backup the other positions. This operation could be taken out from under public works. It could be a separate department.

- 2) Policies and procedures for the direct care of animals
  - a) Nose to tail examination
  - b) Addition of heart worm testing at beginning. The cost for this service is estimated at \$1,900 per year. The city could raise the adoption fee to recover some of this expense.
  - c) Modify kennel cleaning procedures
  - d) Permission to allow toys for animals

Next, Ms. Raposa presented some Animal Services Revisions:

- 1) Remove owner and turn-in fees. The city can recoup these fees by raising the adoption fee up to \$40 per dog and \$20 per cat.
- 2) Feline pick-up service
- 3) 24 hour animal control services
- 4) More efficient spay and neuter requirements. The city could work on the enforcement.
- 5) Do not adopt through online services. We need to screen our adopters. There is no cost for this service.
- 6) Timely advertisement of at-risk animals
- 7) Update procedures
- 8) Create a 501 3C status

Ms. Raposa requested to continue the Animal Services Committee for the purpose of monitoring changes and working on a ten (10) year plan for awareness. The committee is also requesting that the city create and utilize a volunteer program.

Ms. Raposa suggested a Public Outreach Program which was recommended by Dr. Jay Bridgers from Metter Veterinary Clinic. We need public outreach and educational program.

Ms. Raposa presented a ten (10) year vision for Animal Services being Better in Metter:

- 1) Zero (0) or low kill shelter
  - a) Organizations to help
  - b) Creation of a spay and neuter program
- 2) Establish a tap, neuter, release program
- 3) Creation of Adoption Center – We need a building solely for adoption (keeping the old building too). We visited the Metter Police Department property. This would be a safer place for the adoption center and it would be easier to access. It already has a courtyard, several empty rooms and plenty of parking. We could host events in this area. Public Safety and Animal Services go together.

Mayor Trapnell thanked Ms. Raposa for her presentation. He also expressed the city's appreciation to all groups.

### **Presentation of FY 2018 Budget Request – Candler County Industrial Authority**

Ms. Molly Olson, Executive Director and Mr. Brian Tootle, Secretary/Treasurer of the Candler County Industrial Authority presented the FY 2018 Budget Request. Ms. Olson said that the goal is to have a draw for people to come to Metter for retail. Industry is part of it. It supports the retail and restaurants. Ms. Olson passed out handouts. She presented the mayor and council with a budget request that is fully functional, fully funded for the necessary operations of the Candler County Industrial Authority.

Mr. Tootle thanked the mayor and council for their previous support of the Candler County Industrial Authority. He said that in the past the city has given the authority \$25,000 per year and the county has given \$55,000. We would like to see 50/50 support from the city and county. This budget year, we are proposing \$72,478 from the city and the same amount from the county.

### **Presentation of FY 2018 Budget Funding Request for Candler County Family Connection**

Mr. Dennis Allen, Chairman, gave the presented the FY 2018 Budget Funding Request for the Candler County Family Connection. Mr. Allen explained that one of the functions of Family Connection is to operate the Bridge Outreach Center. The Bridge helps families going through a hard time. It operates off of donations and fund raising. It averages helping about 40 families per month. The center is run by Family connection and volunteers. It is open Monday and Thursday for a couple of hours each day. On behalf of Candler County Family Connection, Mr. Allen requested \$6,000 from the city for FY 2018. This money will be used to support a part-time position to open the center for three (3) days per week for a total of twelve (12) hours per week. Mr. Allen said that the Bridge is used as a gap to help someone get back on their feet. Councilman MacGregor asked the location of the Bridge Outreach Center. Mr. Allen said that it is located above Queensborough National Bank, which makes it hard for some people to get to; but there they have free rent and electricity. He said that he would love to move it to a more convenient location if someone had something else to offer.

**FY 2018 Budget Funding Request for Metter Candler County Communities in Schools**

Mrs. Jean Furr, Board Member, presented the FY 2018 budget funding request of the Metter Candler County Communities in Schools. Mrs. Furr thanked Ms. Cody, Mayor Trapnell and City Council for the financial support given over the past few years and for the opportunity to present their budgeting needs for the upcoming year. The concept of this program is to bring communities into schools to help the under-privileged children. At the present time the City of Metter contributes \$5,600 per year. Mrs. Furr said that this year we are asking for \$12,000 which will help support another site coordinator at the middle school. We have a lot of poverty in our county. We also have a lot of good people who are willing to help. Metter had an 87.2% graduation rate this last year. The graduation rate for the case managed students is 100%. This program does make a difference.

**FY 2018 Budget Funding Request for the Metter Tree Board**

None of the tree board members were present at the meeting. Chairman Eddy Jones sent a budget funding request, in writing, for the Metter Tree Board to City Manager Mandi Cody. The request included \$24,000 to plant eight (8) Live Oaks in the park and \$8,000 for routine maintenance, replanting trees, and markers.

**FY 2018 Budget Funding Request for the Metter Candler County Airport Authority**

Mr. Cliff Hendrix, Secretary/Treasurer presented to mayor and council the FY 2018 budget funding request for the Metter Candler County Airport Authority. Mr. Hendrix said that the Authority appreciates the past years of support from the City and the County. In the past we have been able to complete the following projects:

- 1) Runway Extension
- 2) Built New T-Hangar
- 3) Apron Expansion Improvement
- 4) Raise the Height of Beacon Tower
- 5) Runway Crack and Seal
- 6) Obstruction Lighting
- 7) 10KW Regulator Upgrade
- 8) Vehicle Parking Lot Improvements

The following are the up-coming FY 2018 Proposed Projects

- 1) Install a Jet A Fuel System
- 2) Automated Weather Observing System
- 3) Update DBE Plan
- 4) Public/Private Partnership with Crider Foods

The FY 2018 budget request for the Metter Candler County Airport is \$31,927.50. This money will cover matching monies for grants and the difference in revenues verses expenses. Mr. Hendrix stated that we are only asking for the amount of money it takes to

operate and maintain the airport. The airport is audited every year by the same CPA firm that audits the city.

**FY2018 Budget Funding Request for the Statesboro Regional Library System, Metter Branch – L.C. Anderson Memorial Library**

Ms. Jennifer Durham, Regional Library Director, presented the FY 2018 budget funding request of the Statesboro Regional Library System for the L.C. Anderson Memorial Library. The City of Metter has been strong supporters of the library. Many years the city has been the primary supporter/lead funder. The City of Metter and Candler County now provide the same amount of funding. Ms. Durham said that the board is asking for 2.9% increase or \$105.00 per month for wages and benefits. The library is open forty (40) hours per week. The requests to both the city and county have a modest increase of \$1,250.00 for the fiscal year. They did not ask for an increase from Board of Education.

The largest change in the Library's expenditures is for Wages & Benefits. This year is a mandated 2.54% increase for the employer's share of Teacher Retirement System of Georgia. A 2% increase was budgeted for the staff. Wherever accountable and practical, the board adjusted the Library's expenditures to minimize the impact to the City and County.

**FY2018 Budget Funding Request for the Candler County Archway Partnership**

Co-Chairs Dustin Durden and Steven Snell presented the FY2018 budget funding request of the Candler County Archway Partnership. Mr. Snell introduced the following people, who were present at the meeting representing the Archway Program: Dustin Durden, Co-Chair, Steven Snell, Co-Chair, Catherine Muse, Archway Professional, Angel Jackson, Archway Operations Coordinator, and Rob Gordon, Director of Archway.

Mr. Snell stated that it is time to renew the annual Memorandum of Understanding (MOU). Archway is governed by an executive committee. The funding partners (City, County, Hospital, Schools, Chamber, and Colleges) are the core. This program was spurred off the Leadership Candler Partnership. We are all working on a common goal. Presently the city is contributing \$10,000 annually which is greatly appreciated.

Mr. Durden reported fifty (50) projects have been handled by the UGA staff and students. Ninety (90) new visitors have come to Metter because of Archway. Archway has led or impacted several city projects. These projects were led by students and their PHD instructors. \$150,000 worth of time from these students and PHD instructors were given to the city, which includes (gateway design, park design, grant for park, reengineering of Caney Branch, and report on drainage on the West side of town in the Aline Ave. area. These are products that the city would have gotten from professionals.

They have also completed the Historic District inventory. They put together a 150 page report on the historic downtown. They have worked on the façade grants and other grants. They have a detailed report on all historic property. The annual MOU consists of the following partners, City, County, Chamber, Board of Education, and Industrial Authority. We are now entering our 4<sup>th</sup> year partnership. There are still things that we would like to accomplish. It takes a collaborative effort to bring community leaders together. We are asking the city to continue with their \$10,000 annual contribution. At the present time each partner pays \$10,000 annually. Since the city and chamber are in contract negotiations, we are unsure as to whether the chamber will continue with their support.

**Consideration of Request made by Mr. & Mrs. J.T. Tyler for City of Dispose of Property Located on Bulloch Street**

City Manager Mandi Cody presented the mayor and council with a request by Mr. & Mrs. J.T. Tyler to dispose of property located on Bulloch Street for cost of transfer. Mrs. Tyler is asking if the city is willing to surplus the city property adjacent to her property. The Community Development Block Grant project (CDBG) impacted her property and she had to move her carport. Now she needs that lot for parking. The city uses it to

access the Lee Street Park. It is located at the corner of Lee Street and Bulloch Street. Mayor Trapnell asked if the city could lease the property to her. Mrs. Tyler would like to fence in the property. Mayor Trapnell said that he is receptive to help her out if we can. Ms. Cody said that the city would have to go through the proper process (bid process). Mrs. Tyler is trying to keep the foot traffic down in that area. The council agreed to work on this by exploring options.

**Ordinance Amendment Chapter 5 of the Official Code of Metter, Georgia regarding Alcoholic Beverages**

Ms. Cody presented to mayor and council the second reading of an Ordinance to Amend Chapter 5 of the Official Code of Metter, Georgia regarding Alcoholic Beverages; to amend proximity restrictions and to establish a Special Event Permit. She said that the three major changes are as follows:

- 1) This permit will be issued by staff with appeal to council.
- 2) We took out the requirements for security. This can be handled through conditions of the permit.
- 3) Proximity restrictions in HOC, HOC1-A, and CBD zones to churches.

Councilman MacGregor made a motion to approve the amendment to the alcohol ordinance as presented. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

**Resolution - Housing Authority Annual Appointment – Resident Member**

Councilman MacGregor made a motion to approve a Resolution appointing Angela Mack as Resident Commissioner of the Metter Housing Authority for a one year term. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

**Resolution Exempting City Manager’s Car from Marking Requirements**

Councilwoman Kilcrease made a motion to approve a resolution exempting the City Manager’s car from marking requirements required by O.C.G.A. 36-80-20. Councilman Boyd seconded the motion, and the vote was unanimous.

**Resolution Exempting the Administration Car from Marking Requirements**

Councilwoman Colson made a motion to approve a resolution exempting the City Administration car from marking requirements required by O.C.G.A. 36-80-20. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

**Approval of Use of Park for The Wall That Heals**

Councilwoman Colson made a motion to approve use of the downtown park for The Wall That Heals, October 19-22, 2017. Councilman MacGregor seconded the motion, and the vote was unanimous.

**LED Lighting – Georgia Power**

Mayor Trapnell informed council that Georgia Power is working on a proposal for switching the street lights over to LED. To get our name on the list so we can get started, we need to approve at the six (6) month disconnect from Georgia Power. In six months they will take out the old lighting and replace with LED. It will cost Georgia Power an estimated \$230,000 to replace the lights.

The lights at the interstate are on a flat rate and have a disconnect at each photo cell. Georgia Power will give us a price to replace and maintain these lights. Neil Beard will also give us a price.

Councilman Boyd made a motion to approve for the city to get on the 6 month list for disconnect with Georgia Power. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

**MAYOR’S REPORT**

Mayor Trapnell informed everyone that he has signed a proclamation recognizing Municipal Clerk’s Week – May 7-13, 2017. This recognizes municipal clerks for their dedicated and hard work.

**STAFF REPORTS**

**Police Department Report**

Chief Seckinger submitted a written report.

**Public Works Report**

Mr. Hendrix submitted a written report.

**Fire Department Report**

Chief Douglas submitted a written report.

**Main Street Program Report**

Ms. Cody said that there is no report for the Main Street Program but we are proud to have Mrs. Victoria Gaitten serving as Interim Director of the Chamber of Commerce.

**Administration Report**

Mrs. Conner submitted a written report.

**Finance Report**

Ms. Cody reported that staff is working on reports.

**City Manager’s Report**

Ms. Cody announced that there will be a SPLOST meeting May 17<sup>th</sup> with the county at 5 p.m. at the Candler County Commissioner’s Office. This meeting will be to call for a SPLOST referendum.

There will be a called meeting/budget work session to discuss the FY 2018 budget on Tuesday, May 23<sup>rd</sup> starting at 10:00 a.m. at the Metter Police Department.

**EXECUTIVE SESSION**

Councilwoman Kilcrease made a motion to go into executive session to discuss pending litigation and personnel issues. Councilwoman Colson seconded the motion, and the vote was unanimous.

At 7:58 p.m., Councilwoman Colson made a motion to close the executive session and reopen the regular meeting. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

**ADJOURNMENT**

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

The meeting was adjourned at 7:59 p.m.

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Angie Conner, City Clerk

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William M. Trapnell, Mayor