

**MINUTES
MEETINGS OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
MARCH 28, 2022**

The Board of Commissioners held a regular meeting on Monday, March 28, 2022, at 7:00 p.m. at the C. E. Weir Center. Mayor Tony L. Paulk was presiding over the meeting. Mayor Pro Tem Edwin Taylor and Commissioners Cindy McNeill, and Mike Gowen were present. Commissioners Kentaiwon Durham and Olivia Pearson were absent.

CALLED TO ORDER

Mayor Tony L. Paulk called to order the Regular Meeting of the Board of Commissioners.

INVOCATION (COMMISSIONER CINDY MCNEILL)

Georgia Henderson, Community Development Director gave the invocation.

PLEDGE OF ALLEGIANCE

Coffee High NJROTC led the Pledge of Allegiance.

APPROVAL OF THE ORDER OF THE AGENDA

Delete

CONSENT AGENDA ITEMS

Delete

APPROVAL OF MARCH 14, 2022 MEETINGS MINUTES

The first business item presented by City Manager Charles Davis was to review the minutes from January 25, 2022 (W.S./Reg Minutes) of the Board Commissioners. Mayor Paulk requested that the Commissioners offer any changes so that the City Clerk could correctly record the minutes for historical data.

Upon recommendation from Mayor Tony Paulk, the Commission **unanimously** approved March 14, 2022, work session and regular meeting minutes. A **MOTION** was made by Commissioner Cindy McNeill was made and seconded by Mayor Pro Tem Edwin Taylor.

PERMISSION TO ADVERTISE APPOINTMENT TO DOUGLAS - COFFEE COUNTY LAND BANK AUTHORITY

Georgia Henderson, Community Development Director appeared before the Commission to seek permission to publicize a vacancy on the Douglas/Coffee County Land Bank Authority (LBA).

Mrs. Henderson stated that the Douglas Coffee County Land Bank Authority (LBA) seeks to fill one (1) vacancy on the board, being that of Theodore Braswell, who is unable to continue serving on the board. Staff would like to follow the standard procedure to publicize for two weeks or until applications are received and bring the item back before the Mayor and Commission for approval of the appointment.

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**PERMISSION TO ADVERTISE APPOINTMENT TO DOUGLAS - COFFEE COUNTY
LAND BANK AUTHORITY-CONTINUED**

Upon recommendation from Georgia Henderson, the Commission **unanimously** approved for staff to properly publicize the vacancy on the Douglas-Coffee County Land Bank Authority (LBA) for two weeks, or until applications are received. At that time, an agenda item will come back before the Mayor and Commission for an approved appointment. A **MOTION** was made by Mayor Tony Paulk was made and seconded by Mayor Pro Tem Edwin Taylor.

**APPROVAL OF THE APPOINTMENT TO DOWNTOWN DEVELOPMENT
AUTHORITY**

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval for the appointment of a new member to the Downtown Development Authority.

Mrs. Henderson stated that the Downtown Development Authority (DDA) is seeking to fill a vacant seat that became vacant upon the termination of former board members. Two individuals are interested in filling the unexpired term, those being Jade Ogden and Key'Shun Holmes. Before this agenda item, there were no applications and DDA reached out to Ms. Ogden who is willing to serve on the committee. Since that time, interest has also come from Mr. Holmes to serve on the committee. The applicant completing the term will serve from the present through December 31, 2023.

Mrs. Henderson also stated that Anyone desiring to serve on DDA must meet the stipulations as follows: Taxpayer residing in the municipal corporation for which the authority is created; owners or operators of businesses located within the downtown development area and who shall be taxpayers residing in the county in which the municipal corporation is located for which the authority is created; or persons having a combination of the qualifications specified in paragraphs (1) and (2) of this subsection.

Upon recommendation from Georgia Henderson, the Commission **unanimously** approved to appoint Jade Ogden or Key'Shun Holmes to service the unexpired term of Mr. Theodore Braswell, on the Downtown Development Authority, from now until December 31, 2023. A **MOTION** to appoint Key'Shun Holmes to service the unexpired term of Mr. Theodore Braswell from now until December 31, 2023, was made by Mayor Tony Paulk was made and seconded by Mayor Pro Tem Edwin Taylor.

APPROVAL TO SELL FUEL AT COST FOR THE DOUGLAS WARBIRD EXPO

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval for 1,000 gallons of fuel to be sold at cost to the Commemorative Airforce for the Douglas Warbird Expo.

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**APPROVAL TO SELL FUEL AT COST FOR THE DOUGLAS WARBIRD EXPO-
CONTINUED**

Mrs. Henderson stated that in 1957, founded was the mission of the Commemorative Air Force (CAF) was restored, and flew World War II aircraft as a tribute to America's veterans. Comprised of over 175 aircraft and 80 chapters across the United States and around the world, CAF is the world's largest flying museum.

Mrs. Henderson explained that the CAF will tour Douglas from May 31st – June 2nd, during the Douglas Georgia Warbirds Expo at the Douglas Municipal Airport. Attendees are welcome and will have the opportunity to book a ride on the B17 Texas Raider, Little Raider, and AT6 Texan/SNJ. An open house will also be held in Building 5, where information will be distributed on Georgia's WWII Museum Trail.

Upon the recommendation from Georgia Henderson, the Commission **unanimously** approved Douglas Municipal Airport to sell, at cost, up to 1,000 gallons of fuel, valued at around \$4,400, to the Commemorative Air Force, during the Georgia Warbirds Expo, which will be in Douglas on May 31, 2022 - June 2, 2022. A **MOTION** was made by Mayor Tony Paulk was made and seconded by Mayor Pro Tem Edwin Taylor.

**APPROVAL TO SEEK TEMPORARY NINE (9) MONTH VARIANCE OF CITY
ORDINANCE 111-73 FOR MODULAR BUILDING**

Rodger Goddard, City Marshal, appeared before the Commission to seek approval of the request to issue a 9-month temporary variance for two modular buildings at 1263 Old Axson Rd (Precious Possessions location).

Mr. Goddard stated that Precious Possessions is a child care learning center located at 1263 Old Axson Rd. They are in the planning process of renovating their current facilities. To continue to provide child care and learning while renovating, there is a temporary need for two modular units. To use the two modular units, the Mayor and Council would have to issue a nine (9) month temporary permit for the two modular homes. In City Ordinance 111-73, Industrialized Buildings are not allowed in Residential Professional districts. This ordinance's intent is for permanent structures. This facility is located at the entrance of a mobile home. In Section 111- 282, manufactured homes can be used as a temporary construction office for a designated period. Industrialized buildings are similarly built to manufactured homes. The modular buildings will meet all state rules and "Bright from the Start" standards. The staff and regional commission do not see any reason not to issue the nine (9) month variance.

Upon recommendation from Rodger Goddard, City Marshal, the Commission unanimously approved the request to issue a nine (9) month temporary variance for two modular buildings at 1263 Old Axson Rd (Precious Possessions location). A **MOTION** was made by Mayor Tony Paulk was made and seconded by Mayor Pro Tem Edwin Taylor.

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APPROVAL FOR THE FY22 ELECTRICAL SUPPLIES BID (BID: 3-14-2022)

Nikki Thompson, Purchasing Agent, appeared before the Commission to seek approval from the Mayor and Board of Commissioners to approve the bid to purchase various electrical supplies for the City of Douglas.

Mrs. Thompson stated that this bid was advertised on February 3 & 10, 2022 in the Douglas Enterprise and was publicly opened at the Utilities Complex Conference Room on March 14, 2022, at 2:30 pm. Bids were sent to nine (9) vendors with four (4) responding. These items were bid for the annual electrical supplies to be stocked in the warehouse and ordered on an as-needed basis for the Electric Department's use. The total of all the awarded bids is \$53,365.70.

Upon recommendation from Nikki Thompson, the Commission **unanimously** approved the low bids as discussed in tonight's work session for Electrical Department Supplies from the low bidders listed below. These items will be purchased as warehouse stock on an as-needed basis for the Electrical Departments. These items will also be ordered for one year as needed if vendors can hold their bid prices. The total cost of the awarded items is \$53,365.70. A **MOTION** was made by Mayor Tony Paulk was made and seconded by Mayor Pro Tem Edwin Taylor.

**APPROVAL OF THE QUOTE FROM PIKE ELECTRIC LLC TO RELOCATE A
REGULATOR STATION ON THOMPSON DRIVE**

Mike Hudson, Utilities Director appeared before the Commission to approve the regulator station on Thompson Drive being relocated.

Mr. Hudson stated that Carlton Dorminey has requested that a regulator station be relocated on Thompson Drive, which is in front of his property. The regulator is in conflict with where he wants to locate the driveway on the property development. I have attached a not to exceed quote from Pike Electric LLC to do the relocation. If approved, the City of Douglas would pay for the work to be done and be reimbursed by Mr. Dorminey. Mr. Dorminey would be required to sign a promissory agreement before the work could be scheduled.

Upon recommendation from Mike Hudson, the Commission **unanimously** approved the not to exceed the amount of \$13,656.00 from Pike Electric LLC to relocate the regulator station on Thompson Drive and that the City of Douglas will be reimbursed by Mr. Carlton Dorminey. A **MOTION** was made by Commissioner Cindy McNeill was made and seconded by Mayor Pro Tem Edwin Taylor.

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APPROVAL OF THE PROPOSAL FROM WOODROW SAPP FOR THE REHAB OF WELL 4

Mike Hudson, Utilities Director, appeared before the Commission to approve rehab Well 4.

Mr. Hudson stated that he requested Woodrow Sapp to evaluate well 4 and give us a quote to rehab the well, pump, shafts, and column. Please see the following recommendation: Upon recently clearing the major obstruction within this well, we provide the following quote for a new pump: • New Simflo SP11M-4 Turbine Pump (1300 GPM @ 200 TDH) • New 8” Epoxy Coated Column with new rubber inserts • New 1.5” Stainless Steel Shaft and Couplings • Rebuild Packing Box clean/epoxy coat Flowserve 8” Discharge Head • Riser Plate for Discharge Head • New 8” Stainless Steel Cone Strainer TOTAL PRICE: \$78,500.00* (Approximate 5 week lead time) *Price includes all equipment and labor for installation of the pump. Mr. Hudson also presented a copy of the quote.

Upon recommendation from Mike Hudson, the Commission **unanimously** approved the quote from Woodrow Sapp Well Drilling Inc for \$78,500.00 to rehab Well 4 located on McNeil Drive. A **MOTION** was made by Mayor Tony Paulk was made and seconded by Mayor Pro Tem Edwin Taylor.

APPROVAL OF THE PRIMARY AND ALTERNATE VOTING DELEGATES FOR THE BOARD ELECTION AT THE ANNUAL MGAG MEETING

Mike Hudson, Utilities Director, appeared before the Commission to approve a primary and alternate voting delegate.

Mr. Hudson stated that the current voting delegates for the Annual MGAG Meeting Board Election are Michael Hudson (Primary) and Robert Moore/Edwin Taylor (Alternates). Since Commissioner Moore has resigned from his position, we need to remove him and discuss any changes that would like to be made to the delegates. The annual meeting is scheduled for May 4-6, 2022.

Upon recommendation from Mike Hudson, the Commission **unanimously** approved the Mayor and Commission choose Mayor Tony Palk as the primary voting delegate and Mike Hudson, Utility Director as the alternate for the Board Election at the Annual MGAG meeting to be held May 4-6, 2022. A **MOTION** was made by Mayor Tony Paulk was made and seconded by Mayor Pro Tem Edwin Taylor.

APPROVAL OF THE APPOINTMENT OF THE HOUSING AUTHORITY BOARD

Charles W. Davis, City Manager, appeared before the Commission to reappoint Dr. J.L. Veal as per the request of the Housing Authority Board.

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**APPROVAL OF THE APPOINTMENT OF THE HOUSING AUTHORITY BOARD-
CONTINUED**

Mayor Tony Paulk stated that Dr. J.L. Veal's term as a member of the Board Commissioner expired on January 20, 2022. After publicly advertising for two weeks, the staff received one application, which was from Dr. J. L. Veal. Per the recommendation of the Housing Authority, we ask that the Mayor and Commissioner reappoint Dr. Veal to the Housing Authority board as the Board Commissioner.

Upon recommendation from Mayor Tony Paulk and the explanation of the Housing Authority Bylaws (according to the Housing Authority Bylaws, the Mayor makes the appointment) the Commission appointed Dr. J. L. Veal to the vacant Commissioner position on the Housing Authority Board after being properly advertised for two weeks.

GENERAL COMMENTS

Mayor Pro Tem Edwin Taylor appeared before the Commission requesting to close Coffee, Pearl, and South College for the Hightower Annual Homecoming event. The Commission **unanimously** approved A **MOTION** was made by Mayor Tony Paulk was made and seconded by Commissioner Cindy McNeill.

ADJOURNMENT

Mayor Paulk entertained a motion to adjourn the Regular Meeting at 7:20 p.m. Commissioner Cindy McNeill made a MOTION and seconded by Commissioner Mike Gowen Motion carried **(4-0)**



Wynetta J. Bolder, CMC



Mayor Tony L. Paulk