

MINUTES
MEETINGS OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
JUNE 13, 2022

The Work Session of the Board of Commissioners was held Monday, June 13, 2022, at 6:02 p.m. in the C. E. Weir Center. Mayor Tony L. Paulk began the Work Session discussion. Mayor Pro Tem Edwin Taylor, Commissioners Cindy McNeill, Kentaiwon Durham, and Mike Gowen were present. Commissioner Olivia Pearson was absent.

WORK SESSION ITEMS

REVIEW OF MAY 16, 2022 & MAY 23, 2022 MEETING MINUTES

The first business item presented by City Manager Charles Davis was to review the Board of Commissioners May 16, 2022 budget meeting minutes and May 23, 2022 (Work Session/Regular Minutes). Mayor Tony L. Paulk requested that the Commissioners offer any changes so that the City Clerk could correctly record the minutes for historical data.

It was the consensus of the Commission to move this item forward on the **Consent Agenda**.

DISCUSSED AIRPORT LAND LEASE AGREEMENT WITH WIREGRASS FOUNDATION, TECHNICAL COLLEGE SYSTEM OF GEORGIA, AND/OR THE STATE PROPERTIES COMMISSION

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of a land lease agreement with Wiregrass Foundation, Technical College System of Georgia, and the State Properties Commission.

Mrs. Henderson stated that for some time now, the City of Douglas has worked to foster collaboration with local educational institutions and private partners to create an Aviation Eco-System. Part of the plan involves partnering with Wiregrass Foundation to operate an FAA-certified Airframe & Power Plan maintenance credit program. This program will result in graduating students as licensed FAA aircraft mechanics. Mr. Thad Carter, who has a current land lease at the airport, would like to end his lease and transfer his building to Wiregrass Foundation. Wiregrass would eventually transfer its building to the State of Georgia Properties Commission (GPC). GPC would like to enter into a perpetual contract with the City of Douglas for a minimal \$10 per year.

It was the consensus of the Commission to move this item forward on the **Consent Agenda**.

DISCUSSED HERSEY WATER METERS & REGISTERS FROM WATER WORKS SUPPLY (SOLE SOURCE)

Nikki Thompson, Purchasing Agent, appeared before the Commission to seek approval to purchase the sole source item, Hersey water meters and registers to be used by ESG Operations.

Mrs. Thompson stated that these Hersey water meters and registers are sole source items from Water Works Supply. These Hersey water meters and registers will be used by ESG Operations to supply water to new and existing customers in the City of Douglas. We currently have Hersey meters in use and want to continue to use this brand. Originally, Ferguson Waterworks was the sole source vendor and they were let go by the manufacturer, Mueller Systems. These are warehouse stock items. Purchasing Agent, Nikki Thompson, and Utilities Director, Mike Hudson are in agreement to accept the sole source supplier, Water Works Supply, located in Cleveland, Georgia, for a Grand total of \$37,054.21

It was the consensus of the Commission to move this item forward on the **Consent Agenda**.

DISCUSSED THE ESG TASK ORDER FOR ENGINEERING SERVICES FOR GEORGIA ARPA PROJECTS

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to allow Engineering Services for upcoming State ARPA Projects.

Mr. Hudson stated that 1 SCOPE OF SERVICES ESG, in conjunction with sub-consultants, will perform the following Scope of Services: Provide Engineering Design, Construction Administration, and ARPA Grant Administration assistance for the Oak Park System Connection, Wastewater Treatment Plant Upgrades, and T&T Forcemain Extension projects. Work will be bid as a minimum of 2, maximum of 3, separate projects depending on design timelines. The construction budget estimates listed in the ARPA application have been utilized to calculate the fees associated with this task order. These estimates were Oak Park System Connection - \$1,080,000; WWTP Upgrades - \$1,332,000; and T&T Forcemain Extension - \$1,170,000 for a total of \$3,582,000 in estimated construction costs. Task 1 – Design Engineering will include creating plans and specifications for bids, including surveying, permitting, bid administration, and contract administration for each of the three projects included above. The scope specifically excludes fees for any experts needed for archaeological investigations and wetland delineation/Corp Permitting as may be required. Task 2 - Construction Administration will include a pre-construction meeting, review of contractor submittals, periodic trips to the project site to observe progress, review of contractor pay requests, punch list visit(s), and engineer's certificate of work completion. Task 3 will include ARPA Grant Administration tasks related to the \$2.11M state grant, including preparing quarterly/yearly reports and reimbursement requests. This scope will include labor interviews, buy American compliance, certified payroll review, and minority-owned company inclusion reporting as required. Task 3 will include reporting and reimbursement requests for Well House #4 and Bojo LS Pump Replacement projects not included in Tasks 1 & 2. Task 4 – State Environmental Permitting shall include the written reports required for EPD submittal to obtain a NONSI for the Oak Park Water System Connection. Task 5 – Wetland Delineation/Army Corp Permitting will include delineation of wetlands along both the T&T Forcemain and Oak Park

DISCUSSED THE ESG TASK ORDER FOR ENGINEERING SERVICES FOR GEORGIA ARPA PROJECTS - CONTINUED

Water Connections routes, obtaining Jurisdictional Determinations, and any other needed permits from the Army Corp of Engineers before construction.

It was the consensus of the Commission to move this item forward on the **Consent Agenda**.

DISCUSSED THE QUOTE FROM CONTROL SOUTHERN FOR NATURAL GAS SCADA EQUIPMENT

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to have the ability to look at real-time pressure data at eight regulated stations and the Main Gate Station.

Mr. Hudson stated that 1. Scope of Work Existing Asset/Equipment: ● 1 x Gate Station with a Mini Max Volume Corrector and YZ odorizer. ● 8 x Regulator Stations without any automation. Customer's Requirement: To monitor the metering and regulator stations via the Zedi Cloud Platform. Proposed Solution: Emerson ZCSS will provide 7 x cellular modem packages with Emerson APN sim cards installed on the gate station and 6 x customer metering station, and 8 x Ranger devices for dual pressure monitoring at regulator stations. After installing the modems and Rangers on site, communication between the field devices and the Zedi Platform through Platform Implementation will be established. The communication protocol on the Mini Max device is Mercury and on the YZ odorizer is MODBUS. The polling rate will be set up at 15min. Live HMI screens will be configured on the Zedi Platform, and alarms will be set per customer directions. Then user accessibility will be granted to the customer via the Zedi Access web application and Zedi Go mobile app. I have attached a copy of the full quote and description for your review.

It was the consensus of the Commission to move this item forward on the **Consent Agenda**.

DISCUSSED THE BACON PRISON LABOR CONTRACTS

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to sign a contract allowing Bacon PDC to continue doing prison detail work for Public Works and Parks & Recreation at the City cemetery.

Mr. Hudson stated that these are the contracts for the two Inmate Crews we have working for the City of Douglas. One crew is paid out of Public Works, and one is paid out of Parks and Recreation. I have attached a copy of the Entity Letter and the contract for your review. There is no increase in the proposed contract. The total contract is \$98,636.00 (\$49,318.00 Public Works & \$49,318.00 Parks & Recreation).

It was the Commission's consensus to move this item forward on the **Consent Agenda**.

GENERAL COMMENTS

There were no general comments.

CITY MANAGER UPDATES


There were no updates from the City Manager.

ADJOURN

There being no further discussion, the work session meeting adjourned at 6:13 p.m.



Wynetta Bolder, CMC



Mayor Tony L. Paulk