

**MINUTES
WORK SESSION OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
DECEMBER 27, 2022**

The Board of Commissioners held a Work Session on Monday, December 27, 2022, at 6:00 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, Kentaiwon Durham, Steve Bailey, Olivia Pearson, and Mike Gowen were present.

REVIEW OF DECEMBER 12, 2022, MEETINGS MINUTES

The first business item presented by Mayor Tony Paulk was to review the minutes from December 12, 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.

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

DISCUSSED APPOINTMENTS TO HOUSING AUTHORITY BOARD

Wynetta J. Bolder, City Clerk, appeared before the Commission to seek approval of the reappointment of Rosemary Street Nixon and Irene Murray as board members for the term of January 20, 2023, to January 20, 2027.

Mrs. Bolder stated that staff received a letter from the Housing Authority and a 2022 attendance record from the Housing Authority's Board of Commissioners. The letter states that as Resident Housing Authority Commissioner, Ms. Frankie Brockington's term expired on December 31, 2022. They scheduled an election on December 7, 2022, where Ms. Frankie Brockington was reelected as Resident Commissioner to serve for 2023.

Mrs. Bolder explained that Rosemary Street Nixon's term as a board member expires January 14, 2023, and Irene Murray's term expires January 20, 2023. 2 applications were turned in to the City Clerk's Office: Mrs. Rosemary Street Nixon and Mrs. Irene Murray. The staff has properly publicized the Douglas Housing Authority Board vacancy to fill the expiring terms of Rosemary Street Nixon and Irene Murray. It is the Douglas Housing Authority's favor to reappoint Rosemary Street Nixon and Irene Murray for a renewed period from January 20, 2023, to January 20, 2027. At the time of preparing this agenda, no other applications were received.

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

DISCUSSED THE FY23 DURANGO EQUIPMENT BID

Nikki Thompson, Purchasing Agent, appeared before the Commission to seek approval to accept the low bid submitted by West Chatham Warning Devices for purchasing equipment for four (4) new Dodge Durango for the Police Dept.

Mrs. Thompson stated that this bid was advertised in the Douglas Enterprise on November 10 and 17, 2022. It was opened publicly on December 12, 2022, at 2:30 pm.

**MINUTES
WORK SESSION OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
DECEMBER 27, 2022**

DISCUSSED THE FY23 DURANGO EQUIPMENT BID -CONTINUED

Bids were sent to five vendors, and two bids were received. The purchased equipment will be installed in four (4) new Durango Police Dept. use. Purchasing Agent Nikki Thompson and Police Chief Shane Edmisten agree to accept the low bid submitted by West Chatham Warning Devices, located in Augusta, GA. The total submitted is \$44,939.32. Outside the state and federally funded projects. Under this agreement, the consultant will provide planning, environmental, architectural, and engineering services at the Douglas Municipal Airport.

FUNDING: 100-3223-53.1114 Vehicle Equipment

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

DISCUSSED AND ADVERTISE FOR VACANT CITY/COUNTY POST ON RECREATION BOARD

Stevie Young, Parks & Recreation Director, appeared before the Commission to advertise the vacancy.

Mr. Young stated that The Term of City/County Appointee Rueben Speight expires on December 31, 2022. He has decided not to re-apply. He is requesting to move forward with the advertising of this vacant post.

The Commission's consensus was to move this item forward on the **Regular Agenda** for advertisement.

DISCUSSED APPOINTMENT TO DOWNTOWN DEVELOPMENT AUTHORITY

Georgia Henderson, Community Development Director, appeared before the Commission to seek permission to reappoint two (2) members to the Downtown Development Authority.

Mrs. Henderson stated that the Downtown Development Authority seeks to fill two (2) seats that expire on December 31, 2022: Mr. Jeff Hennesy and Mr. Johnny Wilkerson. The staff has followed the standard procedure of publicizing the seats for two weeks and has yet to receive any applications. Those with expiring terms have expressed an interest in continuing to serve and are requesting to serve another term.

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

DISCUSSED APPOINTMENT TO THE HISTORIC PRESERVATION COMMISSION

Georgia Henderson, Community Development Director, appeared before the Commission to seek permission to publicize an upcoming vacancy on the Historic Preservation Commission.

Mr. Hudson explained that the Historic Preservation Commission is seeking to fill one (1) seat that expires on December 31, 2022, that of Mrs. Brenda Veal.

**MINUTES
WORK SESSION OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
DECEMBER 27, 2022**

DISCUSSED APPOINTMENT TO THE HISTORIC PRESERVATION COMMISSION - CONTINUED.

Staff would like to follow the standard procedure to publicize the seats for two weeks or until applications are received and then bring the item before the Mayor and Commission for approval of the appointments. The newly appointed member will serve the standard term for the Historic Preservation Commission of 3 years. Mrs. Brenda Veal has expressed an interest in continuing to serve.

The Commission's consensus was to move this item forward on the **Regular Agenda** for advertisement.

DISCUSSED AND APPROVE REVISED LANGUAGE ACCESS PLAN FOR GA DCA, HUD, AND OTHER FEDERALLY FUNDED GRANT PROGRAMS

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval for a revised Language Access Plan (LAP) for GA DCA, HUD, and other federally funded grant programs.

Mrs. Henderson explained that in compliance with Title VI of the Civil Rights Act of 1964 and Executive Order 13166, the Recipient must take timely and reasonable steps to provide Limited English Proficient (LEP) persons with meaningful access to programs and activities funded by the federal government and awarded by DCA. This Language Access Plan has been prepared to address the City of Douglas's responsibilities as a recipient of Federal financial assistance related to the needs of individuals with limited English language skills. The City of Douglas has developed this Language Access Plan to help identify reasonable steps for providing language assistance to persons with Limited English Proficiency (LEP) who wish to access services provided through Federal and State programs. As defined by Executive Order 13166, LEP persons do not speak English as their primary language and have limited ability to read, speak, write or understand English.

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

DISCUSSED THE 2023 LMIG APPLICATION

Mike Hudson, Utility Director, appeared before the Commission to fill out the 2023 LMIG Application so we can get approval from Ga DOT for funding the list of streets for paving.

Mr. Hudson stated that staff had supplied 3 Options for the 2023 LMIG Street Paving Application that has to be submitted by February 1, 2023. The staff has ranked the options in the order of recommendation by staff and our consultant. The 2023 LMIG Funding is projected to be \$187,605.78, with the City having to match 10% (\$18,760.58).

**MINUTES
WORK SESSION OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
DECEMBER 27, 2022**

DISCUSSED THE 2023 LMIG APPLICATION-CONTINUED

FUNDING: FY24 Highway and Streets Budget \$376,940.41 LMIG Funding \$187,605.78

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

DISCUSSED THE 2023 PIKE ELECTRIC LLC RATES

Mike Hudson, Utility Director, appeared before the Commission to approve 2023 rates so we can continue subcontracting to Pike Electric LLC.

Mr. Hudson stated that staff needs to approve Pike Electric LLC's rate sheet at the end of every year for the start of the following year. I have attached a copy of the proposed 2023 rate sheet.

FUNDING: Electric Department FY 23 & FY 24 Budget

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

DISCUSSED THE ESTIMATE FOR RECONDUCTOR PROJECT ON THOMPSON DRIVE WITH PIKE ELECTRIC LLC

Mike Hudson, Utility Director, appeared before the Commission to reconductor necessary electric lines to support the new Pilgrim's Pride Protein Plant.

Mr. Hudson stated that staff needs a reconductor 2000' of existing 4/0 wire to 394 AAAC and build approximately 825' of new 394 AAAC to serve the new Pilgrim's Protein Plant Electric Load. I have attached a quote for PIKE Electric LLC to do the work for a not to exceed the amount of \$58,775.00. I have attached a copy of the estimate. **FUNDING:** FY 23 Electric Budget Line-Item Maintenance/Repairs 510/4600-53.1112

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

DISCUSSED PROPOSAL FROM WOODROW SAPP FOR WELL 5 REHABS

Mike Hudson, Utility Director, appeared before the Commission to approve upgrading Well five (5) and increasing output to 1400 GPM.

Mr. Hudson stated that staff has budgeted to rehab and upgrade the pumping capacity of well 5. Woodrow Sapp has pulled well five (5) and provided the list of the following services. New Goulds 14RJLC 5 stage (1400 @ 346 TDH) • New 8" Epoxy Coated Column with new rubber inserts (240') • New 1.5" Stainless Steel Shaft and Couplings (240') • Rebuild Packing Box & clean/paint 8" Discharge Head • New 8"x10' tailpipe with Stainless Steel Cone Strainer • New 150HP 1800RPM Prem Eff US Motor TOTAL PRICE: \$99,800.00* (Approximate 2-3-week lead time) *Price includes all equipment and labor for installation of the pump.

**MINUTES
WORK SESSION OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
DECEMBER 27, 2022**

**DISCUSSED PROPOSAL FROM WOODROW SAPP FOR WELL 5 REHABS-
CONTINUED**

The well-used pump is 700 GPM, and this upgrade will allow it to pump 1400 GPM.

FUNDING: FY 23 Capital Fund Line-Item Water System Infrastructure Improvements

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

GENERAL COMMENTS

Mr. Johnny Wilkerson, the owner of DCTV13, appeared before the Commission to express his concerns regarding having a key to the new City Hall. Mr. Wilkerson stated that this was going against the contract between the City of Douglas and W & W Video Production. After much discussion, City Manager Charlie Davis said there was no problem with him receiving a key to the building. Due to sensitive information, he could not get a key that unlocks the I.T. room.

Kontina Berry, the owner of Time Out Bar and Grill, appeared before the Commission to request the restriction of alcohol sales removed from Thanksgiving a Christmas day. After much discussion, this was moved to the Regular Meeting for approval.

CITY MANAGER'S UPDATES

ADJOURNMENT

There being no further discussion, the work session meeting adjourned at 7:01 p.m.



Wynetta J. Bolder, CMC



Mayor Tony L. Paulk

