

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
DECEMBER 12, 2011**

A Regular Meeting of the Board of Commissioners was held on Monday, December 12, 2011 at 7:05 P.M. The meeting was convened in the Council Chambers of City Hall with Mayor Jackie L. Wilson presiding. Mayor Pro Tem Ronnie Anderson, Commissioners Robert Moore, Johnnie Lee Roper, Dennis Josey and Marty Swain were in attendance. Commissioner Olivia Pearson was absent.

INVOCATION

Commissioner Johnnie Lee Roper gave the invocation.

PLEDGE OF ALLEGIANCE

Chief Gary Casteloes, Douglas Police Department led The Pledge of Allegiance to the Flag.

MINUTE ADOPTION

The following revised minutes were unanimously approved:

**Work SessionNovember 14, 2011
Commission Meeting.....November 14, 2011**

A **MOTION** to approve (6-0) the following minutes as presented was made by Commissioner Johnnie Lee Roper, seconded by Commissioner Bob Moore and the Mayor and Commission unanimously approved the motion.

**Work SessionNovember 28, 2011
Commission Meeting.....November 28, 2011**

A **MOTION** to approve (6-0) the following revised minutes as presented was made by Commissioner Johnnie Lee Roper, seconded by Commissioner Bob Moore and the Mayor and Commission unanimously approved the motion.

APPROVAL OF THE ORDER OF THE AGENDA

The Mayor and Commission unanimously approved (6-0) to accept the order of the Agenda by adding **The Christmas Bonus** recommendation.

A **MOTION** to approve was made by Mayor Pro Tem Ronnie Anderson, seconded by Commissioner Dennis Josey.

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RECOGNITION OF FESTIVAL OF LIGHTS CHRISTMAS PARADE WINNERS

Georgia Henderson, Central Services Director, recognized the participants for the 2011 Festival of Christmas Lights Parade. The participants were presented with trophies by Mayor Jackie L. Wilson, City Manager Terrell Jacobs and Parks and Recreation Director Roger Johnson.

Commissioner Swain expressed concern of lack of lighting at the Dairy Queen located on Peterson Ave.

Mayor Pro Tem Ronnie Anderson also stated concern of insufficient lighting located at the Brooks Auto Store.

SECOND READING OF THE RETIREMENT PLAN AMENDMENT

City Attorney Jerome Adams read the second reading of the Retirement Plan Amendment: **“AN ORDINANCE TO AMEND THE RETIREMENT PLAN FOR THE EMPLOYEES OF THE CITY OF DOUGLAS, GEORGIA IN ACCORDANCE WITH AND SUBJECT TO TERMS AND CONDITIONS SET FORTH IN THE ATTACHED ADOPTION AGREEMENT AND ADDENDUM TO THE ADOPTION AGREEMENT, THE GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM (GMEBS) MASTER PLAN DOCUMENT, AND THE GMEBS TRUST AGREEMENT. WHEN ACCEPTED BY THE AUTHORIZED OFFICERS OF THE CITY AND GMEBS, THE FOREGOING SHALL CONSTITUTE A CONTRACT BETWEEN THE CITY AND GMEBS, ALL AS AUTHORIZED AND PROVIDED BY O.C.G.A 47-41 ET SEG.”**

A **MOTION** to amend the retirement plan for those employees who have reached the Rule of 70 and able to retire on 12/31/2011 was made by Commissioner Johnnie Lee Roper, seconded by Commissioner Bob Moore.

Commissioners Roper, Swain, Josey and Moore **voted for** the motion. Mayor Jackie Wilson and Mayor Pro Tem Ronnie Anderson **voted against motion. (4-2)**

Mayor Wilson stated that allowing people to retire an additional 20 yrs earlier is not in the best interest of the city. Mayor Wilson also stated the city’s responsibility is to provide the best services for the citizens by having experienced employees.

City Manager, Terrell Jacobs explained there will be a potential \$300,000.00 savings.

Commissioner Johnnie Lee Roper asked for permission from the Mayor and Commission to allow Mr. Debose, State President of the NAACP, to clarify that there was not a problem with the Police Chief. The concern is with the Fire Chief.

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**APPROVAL OF THE DOWNTOWN DEVELOPMENT AUTHORITY
APPOINTMENTS**

Upon recommendation from Dale Batten, Community Development Department Director, the Mayor and Commission unanimously approved **(6-0)** the appointment of Vickie Pridemore, and the reappointment of Scott Moore and Russ Story to the Downtown Development Authority Board, for the terms beginning January 1, 2012 and ending December 31, 2015.

A MOTION to approve was made by Commissioner Dennis Josey and seconded by Commissioner Johnnie Lee Roper.

**ANNOUNCEMENT OF THE PARKS AND RECREATION COMMISSION AND THE
HISTORIC PRESERVATIONS APPOINTMENTS**

Terrell Jacobs, City Manager, announced to the Mayor, Commission and the public that vacancies on the Parks and Recreation and the Historic Preservations Commission will be advertised on Channel 13 for an additional two (2) weeks.

No action was taken for this item. This item was for informational purposes only.

APPROVAL OF THE AIRPORT CAPITAL IMPROVEMENT PLAN UPDATE

Upon recommendation from Dale Batten, Community Development Director, the Mayor and Commission unanimously approved **(6-0)** the Five Year Airport Capital Improvement Plan Update for FY'2013 - FY'2017.

A MOTION to approve was made by Commissioner Bob Moore and seconded by Commissioner Marty Swain.

Jerome Adams, City Attorney, inquired concerning the self service fuel farm becoming operational.

Mrs. Batten responded that it is 99.9% completed. They are waiting on a piece of equipment. The contractor will be back to complete it in the next two weeks.

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APPROVAL OF THE FAA/DOT GRANT PRE-APPLICATION FOR FY 2013

Dale Batten, Community Development Director, the Mayor and Commission unanimously authorized (6-0) Mayor Wilson to execute the FY' 2013 FAA Pre – Application to (1) Construct North Corporate Hangar Area Taxiway Improvements-Phase 1 (1 Large Lot) – (Design & Construction), (2) Conduct Wildlife Assessment, (3) Closure of Old Fuel Farm and (4) Terminal Area Apron Expansion (South), Including Terminal Area Pavement Repairs. The FAA estimated grant amount is \$632,035; estimated GDOT grant amount is \$14,206; and estimated local funds from SPLOST 2000 funds is \$19,059 for total amount of \$665,300.

A MOTION to approve was made by Commissioner Bob Moore and seconded by Mayor Pro Tem Ronnie Anderson.

APPROVAL OF THE TRUCK BID-(SEVERAL DEPARTMENTS)

Upon recommendation from Stanley Merritt, Assistant Purchasing Director, the Mayor and Commission unanimously approved (6-0) the low bids for eight (8) new 2012 trucks for various departments that meet specifications as awarded on the tabulation sheet for a grand total amount of \$228,971.00.

A MOTION to approve was made by Commissioner Marty Swain and seconded by Commissioner Johnnie Lee Roper.

APPROVAL OF THE CONCRETE AND N-12 PIPE BID (STREET PAVING PROJECT)

Upon recommendation from Stanley Merritt, Assistant Purchasing Director, the Mayor and Commission unanimously approved (6-0) the low bids that meets specifications for the Concrete Pipe from Hanson Pipe of Rincon, Georgia for a total cost \$17, 872.64 and the low bidder for the N-12 pipe from Engineering & Equipment of Albany Georgia for a total cost \$1,625.00.

A MOTION to approve was made by Commissioner Marty Swain and seconded by Commissioner Johnnie Lee Roper.

APPROVAL OF THE ANNUAL CONCRETE BID (SEVERAL DEPARTMENTS)

Upon recommendation from Stanley Merritt, Assistant Purchasing Director, the Mayor and Commission unanimously approved (6-0) the bid extension that will end on 12-12-2012, and also approved an additional extension of one (1) additional year as called for in the bid document if this vendor can still hold their bid pricing, and if it is still in the best interest of the City of Douglas to extend this bid; also requested approval to give staff the authority to obtain line pricing for unforeseen items not included in this line item contract deemed necessary to complete future SPLOST streets.

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A **MOTION** to approve was made by Commissioner Marty Swain and seconded by Mayor Pro Tem Ronnie Anderson.

APPROVAL OF THE SOFTWARE PURCHASE/CONVERSION

Upon recommendation from Terrell Jacobs, City Manager, the Mayor and Commission unanimously approved **(6-0)** the financial and utility billing software/hardware change, awarded the contract to Tyler Technology and authorized Mayor Wilson to execute the contract not to exceed \$55,244.00 per year for 8 years.

A **MOTION** to approve was made by Commissioner Bob Moore and seconded by Mayor Pro Tem Ronnie Anderson.

APPROVAL OF THE EASEMENT DOCUMENTS REGARDING: GOLDEN POND ROAD AND NATURE'S TRAIL/ OLIVER VICKERS ROAD AND BLUE CREEK ROAD

Upon recommendation from Mike Hudson, Gas Department Director, the Mayor and Commission unanimously authorized **(6-0)** Mayor Wilson to sign two (2) Utility Easements for the installation of Natural Gas Pipelines to serve Michael and Craig Vickers Poultry Operations. These Utility Easements have already been submitted to the Coffee County Board of Commissioners at their meeting on December 5, 2011 and have all required signatures.

A **MOTION** to approve was made by Commissioner Bob Moore and seconded by Mayor Pro Tem Ronnie Anderson.

APPROVAL OF THE MUNICIPAL GAS AUTHORITY OF GEORGIA GAS & SUPPLY TRANSPORTATION COST PRICING POLICY

Upon recommendation from Mike Hudson, Natural Gas Department Director, the Mayor and Commission unanimously approved **(6-0)** the Municipal Gas Authority of Georgia's Gas and Supply Transportation Cost Pricing Policy that will go into effect on January 1, 2012.

A **MOTION** to approve was made by Commissioner Bob Moore and seconded by Mayor Pro Tem Ronnie Anderson.

APPROVAL OF THE 2012 SPECIAL PURPOSE LOCAL OPTION SALES TAX FOR CAPITAL OUTLAY PROJECTS PRIORITIZATION

Upon recommendation from Terrell Jacobs, City Manager, the Mayor and Commission unanimously approved **(6-0)** prioritization of 2012 Special Purpose Local Option Tax for Capital Outlay Projects for the City of Douglas as presented.

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MOTION to approve was made by Commissioner Bob Moore and seconded by Mayor Pro Tem Ronnie Anderson.

APPROVAL OF THE FACILITY USE WAIVER REQUEST FOR CHRISTMAS EVE

Upon recommendation from Terrell Jacobs, City Manager, the Mayor and Commission unanimously approved **(6-0)** to waive fees associated with the usage of Central Square Complex Gym “Hall A” and C. E. Weir Center, thus giving permission to several churches as a community wide effort to be able to prepare a hot meal for 100 to 200 sick and shut-in individuals, distribute 1,500 to 2,000 boxes of non-perishable food items, bags of fruit and distribute water and bread from the Second Harvest of Georgia.

A MOTION to approve was made by Commissioner Bob Moore and seconded by Mayor Pro Tem Ronnie Anderson.

APPROVAL TO GIVE EMPLOYEES A CHRISTMAS APPRECIATION BONUS

A MOTION was made by Commissioner Johnnie Lee Roper to allow employees to receive a \$200.00 Christmas Appreciation Bonus and seconded by Commissioner Bob Moore. The Mayor and Commission unanimously approved **(6-0)** the motion.

ADJOURNMENT

With no further business to discuss in the regular meeting, a motion was made by Commissioner Bob Moore and was seconded by Commissioner Dennis Josey. The Mayor and Commission unanimously approved **(6-0)** to adjourn to the Executive Session.

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LAND ACQUISITION AND PERSONNEL

Terrell Jacobs, City Manager, Ernest Crussel, Water and Wastewater Director and Charles Davis, Assistant City Manager, discussed land acquisition with the Mayor and Commission.

Terrell Jacobs, City Manager, discussed Personnel issues with the Mayor and Commission.

Mayor Pro Tem Ronnie Anderson made the motion to return to the regular meeting from executive session and the motion was seconded by Commissioner Bob Moore, and **approved** by all. **(6-0)**

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ADJOURNMENT

With no further business to discuss, Commissioner Bob Moore made the motion to adjourn. The motion was seconded by Commissioner Marty Swain. The Mayor and Commission unanimously approved **(6-0)** by all at 8:55 p.m.

Jackie L. Wilson, Mayor

Wynetta Bolder, City Clerk

Affidavit

The undersigned presiding officer, under oath, certifies that at a City of Douglas Commission Meeting, held on December 12, 2011, the Mayor and Commission closed its meeting as permitted by the Open Meetings Act of Georgia [O.C.G.A. 50-14-1 through 50-14-6]. The only matter(s) considered or discussed during the closed meeting are as indicated below:

 To discuss future acquisition of real estate [O.C.G.A. 50-14-3 (4)].

 x To discuss or deliberate the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of an employee [O.C.G.A. 50-14-3 (6)].

 To consult with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or an officer or employee or in which the officer or employee may be directly involved [O.C.G.A. 50-14-2].

This 12th day of December , 2011

Signature of Presiding Officer

Sworn to & Subscribed Before Me
On The Above Indicated Date:

Notary Public, State of Georgia
Commission Expires _____

The Mayor and Commission unanimously approved to enter into executive session.

RESOLUTION OF THE DOUGLAS CITY COMMISSION

BE IT RESOLVED by the Douglas, Ga City Commission as follows: At the meeting held on the 12th day of December, 2011 the Commission entered into closed session for the purpose of discussing:

_____ To discuss future acquisition of real estate [O.C.G.A. 50-14-3 (4)].

x To discuss or deliberate the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of an employee [O.C.G.A. 50-14-3 (6)].

_____ To consult with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or an officer or employee or in which the officer or employee may be directly involved [O.C.G.A. 50-14-2].

(1) The actions of the Council and the discussions of the same regarding the matter set forth for closed session purposes are hereby ratified.

(2) Each member of this body does hereby confirm that to the best of his or her knowledge, based upon the advice of the City Attorney, the said subject matter of the meeting and of the closed session portion was devoted to matters within the specific relevant exception(s) as set forth above.

(3) The Mayor, or the presiding officer, is hereby authorized and directed to execute an affidavit, with full support of the members of this Commission, in order to comply with O.C.G.A. 50-14-4(b).

(4) The affidavit shall be included and filed with the official minutes of the meeting and shall be in a form as required by the statute, which shall be substantially as follows:

Approved this 12th day of December 2011.

Jackie L. Wilson, Mayor

Attest:

Wynetta J. Bolder, City Clerk