

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
AUGUST 27, 2012**

A Regular Meeting of the Board of Commissioners was held on Monday, August 27, 2012 at 7:00 P.M. The meeting was convened in the Council Chambers of City Hall with Mayor Pro Tem Olivia Pearson presiding. Commissioners Ronnie Anderson, Robert Moore, Richard Hutchinson, Marty Swain and Dennis Josey, were in attendance. Mayor James H. Dennis was not in attendance.

INVOCATION

Commissioner Richard Hutchinson gave the invocation.

PLEDGE OF ALLEGIANCE

Coffee County School JROTC Cadet Ensign Slocum led the Pledge of Allegiance to the Flag.

MINUTE ADOPTION

The following minutes were **unanimously** approved:

**Work SessionAugust 13, 2012
Commission Meeting.....August 13, 2012**

A **MOTION** to approve (5-0) the minutes as presented was made by Commissioner Ronnie Anderson, seconded by Commissioner Dennis Josey.

APPROVAL OF THE ORDER OF THE AGENDA

The Commission **unanimously** approved (5-0) to accept the order of the Agenda with the addition of the item to “*Advertise the vacancy for the Board of Health*”.

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

SECOND READING AND PUBLIC HEARING OF THE 2012 TAX ORDINANCE

Terrell Jacobs, City Manager read the second reading and the public hearing of the 2012 Tax Ordinance **“AN ORDINANCE OF THE MAYOR AND BOARD OF COMMISSIONERS OF THE CITY OF DOUGLAS, GEORGIA PROPOSED FOR THE LEVYING OF A TAX UPON ALL TAXABLE PROPERTY WITHIN THE CITY OF DOUGLAS SUBJECT TO TAXATION UNDER THE LAWS OF THE STATE OF GEORGIA AND THE ORDINANCES OF THE CITY OF DOUGLAS FOR THE CALENDAR YEAR 2012 AND FOR ALL PURPOSES”** Mr. Jacobs proceeded to call for a public hearing. There were no comments from the public and the public hearing was closed.

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
AUGUST 27, 2012**

**SECOND READING AND PUBLIC HEARING OF THE 2012 TAX ORDINANCE-
CONTINUED**

Upon recommendation from Terrell Jacobs, City Manager, the Commission unanimously approved **(5-0)** to adopt the 2012 Tax Ordinance.

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

APPROVAL OF THE REVISIONS FOR APPLICATION FOR THE H.E.A.T. GRANT

Upon recommendation from Chief Gary Casteloes, Douglas Police Department, the Commissioners unanimously approved **(5-0)** a resolution authorizing Mayor Pro Tem Olivia C. Pearson to execute a joint application between the City of Douglas Police Department and Coffee County Sheriff's Department for the 2012 Governor's Office of Highway Safety Grant under the H. E. A. T. Program in an amount up to \$450,000. The commission also, authorized Mayor Pro Tem to execute grant documents, and authorized the Community Development Department staff to administer the grant and also authorized the Memorandum of Understanding between the City of Douglas Police Department and the Coffee County Sheriff's Department for the H.E.A.T. Grant.

A **MOTION** to approve **(5-0)** was made by Commissioner Ronnie Anderson, seconded by Commissioner Dennis Josey

**ADVERTISEMENT OF THE AIRPORT COMMISSION
APPOINTMENTS/REAPPOINTMENTS**

Dale Batten, Community Development Director announced that three (3) upcoming vacancies on the Airport Commission will be advertised for two weeks on Channel 13 and appointments/reappointments made at the September 10, 2012 meeting. Mrs. Batten requested that individuals of aviation knowledge and experience apply.

NO ACTION WAS TAKEN ON THIS ITEM

APPROVAL OF THE 5K 4 H2O WALK/RUN 2012

Upon recommendation from Randall Parker, Building Inspector, the Commission unanimously approved **(5-0)** the request from Grace Pointe Church to allow the use of certain public streets in the proposed route to host the 5K 4 H2O Walk/Run, at 7:45 a.m. Saturday September 22, 2012, and allow the Police Department to provide assistance in busy traffic areas.

A **MOTION** to approve **(5-0)** was made by Commissioner Bob Moore, seconded by Commissioner Ronnie Anderson.

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
AUGUST 27, 2012**

APPROVAL OF THE COMPOST GRINDING SERVICES BID

Upon recommendation from Stanley Merritt, Purchasing Agent, the Commission unanimously approved (5-0) Tag Grinding Service of Dadeville Alabama to do 60 hours of grinding at the Wastewater Plant Mulch Site for a grand total cost of **\$36,000.00** and also allow the renewals of this bid if it's in the best interest of the city to do so.

A **MOTION** to approve (5-0) was made by Commissioner Marty Swain, seconded by Commissioner Bob Moore.

APPROVAL OF THE ANNUAL CHLORINE AND HFS BID

Upon recommendation from Stanley Merritt, Purchasing Agent, the Commission unanimously approved (5-0) the low bid for Chlorine and HFS based on unit prices and the ability to order as needed throughout the year, as follows Group A, C, and D from Allied Universal Corporation located in Miami, Fl for a grand total of **\$28,325.00**.

A **MOTION** to approve (5-0) was made by Commissioner Ronnie Anderson, seconded by Commissioner Dennis Josey

APPROVAL OF THE REQUEST FROM DR. STEVE ANDERSON (7 OAKS WAY)

Upon recommendation from Terrell Jacobs, City Manager, the Commission unanimously approved (5-0) the placement of the two columns on the public right of way toward the entrance of Seven Oaks Way from Walker Street by Dr. Steve Anderson at his expense. Also a letter to this effect would be signed by Dr. Anderson understanding this provision of approval.

A **MOTION** to approve (5-0) was made by Commissioner Ronnie Anderson, seconded by Commissioner Dennis Josey

APPROVAL OF THE CITY CEMETERY BY-LAWS AND APPOINTMENTS

Upon recommendation from Wynetta Bolder, City Clerk, the Commission unanimously approved (5-0) the bylaws for the Cemetery Advisory Committee with the correction to allow all (5) Funeral Home Directors to serve instead of (2) that was mentioned in the bylaws and to begin the terms immediately.

A **MOTION** to approve (5-0) was made by Commissioner Bob Moore, seconded by Commissioner Dennis Josey

Mrs. Bolder announced that the City of Douglas is requesting for individuals who are interested in serving on the Cemetery Advisory Committee to apply at the City Clerk and City Manager's Office. Also individuals must live in the city limits and the deadline is September 10th.

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
AUGUST 27, 2012**

CITY WORK POLICY-LARRY NESMITH

Larry Nesmith, President of the Coffee County NAACP appeared before the Commission to question why some employees are treated differently than other employees. Mr. Nesmith referred his comments to the issues with the termination of five (5) Gas Employees that were terminated for simply doing what the supervisor instructed her to do. Also there has been an employee who has been suspended for almost two (2) months and has been proven innocent by the GBI. Mr. Nesmith continued to ask a series of questions concerning fairness of employees.

Commissioner Ronnie Anderson explained to Mr. Nesmith that the Mayor and Commissioners were not allowed to discuss these issues in an open meeting due to the law. Commissioner Anderson suggested that Mr. Nesmith sit down with the City Manager and the Gas Department Director concerning the policy and actions regarding the situation.

Terrell Jacobs, City Manager stated that the Natural Gas Department's decision is still in the appeals process and has not been completed. Mr. Jacobs stated that he agrees with Mr. Nesmith concerning the Internal Affairs Investigation has taken longer than he can appreciate. Mr. Jacobs stated that he has challenged staff with handling situations effectively and the people with dignity, respect and fairness. Mr. Jacobs stated that there will be an Executive Session to brief the Commission with an update given concerning these issues.

Mr. Nesmith continued to ask the City Manager and the Commission a series of questions concerning the city work policy.

ADVERTISEMENT FOR THE BOARD OF HEALTH

Terrell Jacobs, City Manager, stated that due to an untimely death with a city appointed member of the Board of Health, Mrs. Maley. The City is advertising the need for a replacement for Mrs. Maley for two weeks on Channel 13. The appointments will be made at the September 10, 2012 meeting.

NO ACTION WAS TAKEN

CITY MANAGER UPDATE

Terrell Jacobs, City Manager explained to the public concerning the Utility Billing Wards. Mr. Jacobs explained that the city has been going through a software conversion. Tyler Technology has been working diligently with converting the new software. Mr. Jacobs instructed Tyler Technology to get this conversion right before sending out any bills to the customers. Mr. Jacobs explained that Billing Ward II normal cycle is approximately 31 days.

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
AUGUST 27, 2012**

CITY MANAGER UPDATE-CONTINUED

The previous month bill was shortened to 26 days, therefore the 6 or 7 days has been added to the next month's bill along with the high heat index, therefore causing an increase in utilities.

Mr. Jacobs requested to have a Utility Commission Meeting tonight to discuss addressing this issue from a customer's stand point.

Mr. Jacobs also stated that this was an isolated issue.

STAFF COMMENTS

Georgia Henderson stated that there were approximately 7,000 people who attended the South Georgia Expo. Mrs. Henderson thanked the staff, vendors and community for their support in making this event successful.

Mrs. Henderson apologized to the public for a poor judgment call concerning the giveaway drawings.

Georgia Henderson, Central Services Director presented the following announcements:

- Job announcements: Maintenance Mechanic at the Waste Water Department.
- Commit 2 B Fit Walk will be held on Thursday, August 30, 2012 at 5 p.m.
- Bid Opening for the 2 Compost Windrow Turners deadline September 10, 2012.
- Announced that Central Services was preparing for the Annual Festival Christmas Parade, December 1, 2012, the theme this year will be "Hometown Christmas".

GENERAL PUBLIC

County Commissioner Frank Jackson, 1314 S. Pearl Avenue, whose commissioner is Richard Hutchinson, expressed his concerns with the increase of utility bills. Mr. Jackson questioned the City Manager in neglecting to inform the Commissioners with the amount of days that were billed, which would possibly affect an increase with the utility bills.

Mr. Jacobs explained that questions would be answered after the Regular Meeting during the Utility Committee Board Meeting.

Roscoe Allen Jr. (Unincorporated Residence) expressed concern of his sister that resides on 720 E. Barker Hwy utility bill.

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
AUGUST 27, 2012**

GENERAL PUBLIC-CONTINUED

Johnnie Lee Roper Sr. 711 S. Daughtry Avenue (Richard Hutchinson) appeared before the Commission stating that he was previously told that individuals who received traffic tickets on Ross Street would receive warnings. Mr. Roper stated that these individual were issued the actual ticket and were summoned to appear in court. Mr. Roper also expressed concerns of not having crosswalks at the Roundtree Center and also the increase with utilities.

Mattie Freeman Moore, 808 S. Gaskin Avenue appeared before the Mayor and Commission concerning utilities and the lawsuit between the City of Douglas and the DEARA Organization.

Charlotte James, (Unincorporated Residence) asked the Commissioners when citizens would be informed of how the city plans to handle these excessive light bills.

Patricia Williams, who resides on Kitchen Avenue, questioned the Commission concerning the policy for payment plans. She asked why notices were not sent out to notify customers of the billing dates.

City Manager Terrell Jacobs responded to a few of the questions presented by the public. Mr. Jacobs suggested that they remain after the regular meeting and attend the Utility Committee Board Meeting for their further information.

ADJOURNMENT

With no further business to discuss in the Regular Meeting, a motion to adjourn to Executive Session was made by Commissioner Bob Moore and was seconded by Commissioner Dennis Josey. The Commission unanimously approved (**5-0**) to adjourn to the Executive Session.

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
AUGUST 27, 2012**

EXECUTIVE SESSION

PERSONNEL ISSUE

Terrell Jacobs, City Manager, and Judy Carter, Human Resources Director discussed personnel issues with the Mayor and Commission.

Commissioner Bob Moore made the **MOTION** to adjourn from Executive Session and to return to the regular meeting, **MOTION** was seconded by Commissioner Dennis Josey, and **approved** by all. (5-0)

Commissioner Richard Hutchinson made the **MOTION** to reconvene to the Regular Meeting and the motion was seconded by Commissioner Marty Swain, and **approved by all**. (5-0)

**UTILITY COMMISSION MEETING
CITY OF DOUGLAS
AUGUST 27, 2012**

A Utility Commission Meeting was held on Monday, August 27, 2012 at 7:45 P.M. The meeting was convened in the Council Chambers of City Hall with Mayor Pro Tem Olivia C. Pearson presiding. Commissioners Ronnie Anderson, Robert Moore, Richard Hutchinson, Marty Swain and Dennis Josey were in attendance. Mayor James H. Dennis was absent.

B & T PERSONAL CARE-619 E. BRYAN STREET

Kevin Davis, Assistant Wastewater Director stated that Dr Veal of 619 E. Bryan Street had a water leak under the house which he fixed the last week in July. The 12 month average water usage not counting reads above was 14,000. Mr. Davis directed Tommy Harrell, Customer Service Manager to give sewer adjustment of \$594.64 which would adjust the two 80,000 sewers back to 14,000 gallons each. This adjustment was given on 8/09/12. Dr. Veal feels he should be given an adjustment on the water as well.

The Commission approved the **MOTION** made by Commissioner Bob Moore and seconded by Commissioner approving that Dr. Veal's bill after an adjustment of **\$215.40 will be a totaled of \$410.40.**

Commissioner Dennis Josey voted against the motion. Approved (4-1)

**MINUTES
UTILITY COMMISSION MEETING
CITY OF DOUGLAS
AUGUST 27, 2012**

INFORMATION CONCERNING AN UNAUTHORIZED DIG

Kevin Davis, Assistant Wastewater Director informed the Commission that a private contractor who had done unauthorized exploratory digging where they dug up a 12 inch water line. The valves that fed PCC, Coats and Clark, Southwire and Indian Creek were cut-off. The private contractor was reported to the 811 Dig Agencies and was notified that they will be held accountable for the expenses that were acquired from the City of Douglas. Mr. Davis requested for the Commissioners to stress the appropriate protocol by calling the 811 before digging.

DISCUSSION OF BILLING WARD II

A **MOTION** to approve **(5-0)** was made by Commissioner Marty Swain and seconded by Commissioner Bob Moore approving Utility Appeal Committee to review utilities for Ward II Billing that are petitioned in regards to their high bill, and have a good payment record and have taken care of their extension. The staff will seek to address the differential in regards to what they were previously paying per month and set it off on payment plans for no more than three (3) months, also waiving the penalties.

ADJOURNMENT

With no further business to discuss, Commissioner Dennis Josey made the motion to adjourn the Meeting. The motion was seconded by Commissioner Richard Hutchinson. The Commission unanimously approved **(5-0)** at 8:40 p.m.

CITY OF DOUGLAS, GEORGIA

Olivia C. Pearson, Mayor Pro Tem

Wynetta J. Bolder, City Clerk

Affidavit

The undersigned presiding officer, under oath, certifies that at a City of Douglas Commission Meeting, held on August 27, 2012, 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) 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 27th day of August, 2012

Signature of Presiding Officer

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

Notary Public, State of Georgia
Commission Expires _____