

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
MARCH 21, 2013**

A Regular Meeting of the Board of Commissioners was held on Monday, March 21, 2013 at 7:00 p.m. The meeting was convened in the Council Chambers of City Hall with Mayor James H. Dennis presiding. Mayor Pro Tem Marty Swain, Commissioners Richard Hutchinson, Robert Moore, Dennis Josey, Ronnie Anderson and Olivia Pearson were in attendance.

INVOCATION

Wynetta Bolder, City Clerk, gave the invocation.

PLEDGE OF ALLEGIANCE

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

MINUTE ADOPTION

The following minutes were unanimously approved as corrected in the Work Session:

**Work SessionMarch 11, 2013
Commission Meeting.....March 11, 2013**

A **MOTION** was made by Commissioner Dennis Josey and seconded by Mayor Pro Tem Marty Swain.

Mayor Pro Tem Swain, Commissioners Moore, Pearson, Hutchinson, Josey, and Anderson **unanimously** approved (**6-0**) the minutes with corrections.

ORDER OF THE AGENDA

A **MOTION** was made by Commissioner Richard Hutchinson for approval of the order of the agenda; Commissioner Ronnie Anderson seconded the motion.

Mayor Pro Tem Swain, Commissioners Moore, Pearson, Hutchinson, Josey, and Anderson **unanimously** approved (**6-0**) the order of the Agenda.

WATER/WASTEWATER SUPPLY BID

A **MOTION** was made by Commissioner Ronnie Anderson to approve the Water/Wastewater Supply bid that was presented by Stanley Merritt, Purchasing Agent, to accept the low bids for wastewater supplies as noted below for a grand total of **\$19,943.27**. Commissioner Dennis Josey seconded the motion.

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WATER/WASTEWATER SUPPLY BID-CONTINUED

<u>Vendor</u>	<u>Low Bid Groups/Items</u>	<u>Total Low Bids</u>
Ferguson	Line Items: 5, 6, 15 &16	\$1,008.00
Coley Electric Group A;	Line Items: 3 & 23	\$3,800.71
Utilities Supply	Line Items: 2, 4, 9, 10, 11, 17	\$7,917.00
HD Supply	Line Items: 20, 26, &28	\$816.44
Consolidated Pipe	Line Items: 12, 13,21,22,24, &25	\$1,115.00
Fortiline	Group B & D; Line Items: 1 & 27	\$2,352.12
Macon Supply	Group E	\$2,934.00

Mayor Pro Tem Swain, Commissioners Moore, Pearson, Hutchinson, Josey, and Anderson **unanimously** approved (6-0) the recommendation from Stanley Merritt, Purchasing Agent.

PURCHASE OF WATER METERS FOR WATER DEPARTMENT

A **MOTION** was made by Commissioner Ronnie Anderson to approve the purchase of water meters for the Water Department and to approve the bid in optional bid Group A for Composite Meters submitted by Dublin Winnelson of Dublin, Georgia for a grand total bid of **\$106,457.00** The Purchasing Department is also requesting the approval of two (2) one-year renewals if the vendor can hold bid prices and it is deemed in the best interest of the City of Douglas to renew bid. Mayor Pro Tem Marty Swain seconded the motion.

Mayor Pro Tem Swain, Commissioners Moore, Pearson, Hutchinson, Josey, and Anderson **unanimously** approved (6-0) the recommendation from Stanley Merritt, Purchasing Agent.

RESOLUTION - PROFESSIONAL CONTRACTS

A **MOTION** was made by Commissioner Olivia Pearson for a Resolution for professional contracts that was presented by Dale Batten, Community Development Director, to approve a resolution authorizing Mayor Dennis to execute GDOT Contract AP013-9019-27 (069) in the amount up to **\$47,093.00** for the design of the Fuel Farm Closure and the design of Apron Crack Sealing project; authorized Mayor Dennis to execute Work Authorization No. 2 – Design of Apron Crack Sealing and Work Authorization No. 3 – Design of the Fuel Farm Closure submitted by The LPA Group, Inc.; and authorize the local match in the amount **\$1,207.00** to be funded with SPLOST 2000 Airport funds. Commissioner Ronnie Anderson seconded the motion.

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RESOLUTION-PROFESSIONAL CONTRACTS-CONTINUED

Mayor Pro Tem Swain, Commissioners Moore, Pearson, Hutchinson, Josey, and Anderson **unanimously** approved **(6-0)** the recommendation presented by Dale Batten, Community Development Director.

CHARLES ROYAL FARMS-4 CHICKEN HOUSES

A **MOTION** was made by Commissioner Ronnie Anderson to approve a request that was presented by Mike Hudson, Natural Gas/Water/Wastewater Director, to install the necessary infrastructure to serve Charles Royal Farms' four (4) chicken houses with natural gas. Mr. Hudson stated that their operations are currently using propane. The Customer will sign a contract outlining all payments and expectations. The contract will be prepared by City Attorney Jerome Adams. Commissioner Dennis Josey seconded the motion.

Mayor Pro Tem Swain, Commissioners Moore, Pearson, Hutchinson, Josey, and Anderson **unanimously** approved **(6-0)** the recommendation presented by Mike Hudson, Gas/Water/Wastewater Director.

MUSCADINE PRODUCTS CORPORATION

A **MOTION** was made by Commissioner Ronnie Anderson to approve a request that was presented by Mike Hudson, Natural Gas/Water/Wastewater Director, to install the necessary infrastructure to serve Muscadine Products Corporation with natural gas. Mr. Hudson stated that the Muscadine Products Corporation is currently using propane to run their operations. The Customer will sign a contract outlining all payments and expectations. The contract will be prepared by City Attorney Jerome Adams. Mayor Pro Tem Marty Swain seconded the motion.

Mayor Pro Tem Swain, Commissioners Moore, Pearson, Hutchinson, Josey, and Anderson **unanimously** approved **(6-0)** the recommendation presented by Mike Hudson, Gas/Water/Wastewater Director.

PENALTY ADJUSTMENT

A **MOTION** was made by Commissioner Bob Moore to adopt the following Customer Service Policy allowing the Customer Service Department personnel to waive penalties for requesting utility customers who have not had a penalty waived in twenty-four (24) months. This will allow any requesting utility customer a penalty adjustment once every twenty-four (24) months. Commissioner Richard Hutchinson seconded the motion.

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PENALTY ADJUSTMENT-CONTINUED

The City of Douglas will grant a penalty adjustment to any requesting utility customer once every twenty-four (24) months as long as the account is not currently disconnected for non-pay, finalized or inactive. In the case of a transfer of services in the customer's name, the length of time of a penalty adjustment from the old account to the new account will be taken into consideration for the twenty-four (24) months period calculation.

Mayor Pro Tem Swain, Commissioners Moore, Pearson, Hutchinson, and Josey approved **(5-1)** the recommendation presented by Tommy Harrell, Customer Service Manager. Commissioner Ronnie Anderson **voted against the motion.**

CONSTRUCTION CONTRACT FOR EVERGREEN AND OLD AXSON ROAD WATER LINES

A **MOTION** was made by Mayor Pro Tem Marty Swain to approve a contract with Douglas Electric & Plumbing in the amount of **\$149,405.90** for both the Evergreen Ave and Old Axson Road 8" water line construction as recommended by Statewide Engineer. Commissioner Richard Hutchinson seconded the motion. This was presented by Kevin Davis.

Mayor Pro Tem Swain, Commissioners Moore, Pearson, Hutchinson, Josey, and Anderson **unanimously** approved **(6-0)** the recommendation presented by Tommy Harrell, Customer Service Manager.

STAFF COMMENTS

Mrs. Georgia Henderson, Central Services Director, noted the following upcoming events:

- Tiny Tot Easter Egg Program March 30, 2013 at 11:00 AM - 2:00 PM at the J.C. Adams Municipal Park.
- , 2013 Broxton Rocks Tour, March 23, 2013 at 10:00 a.m. Also, an Easter Egg Hunt and Open House Tour will be held March 31, 2013 at 12 noon- 5:00 p.m.
- Applications for the Citizens Academy 101 Program will be accepted for the 9-week course.
- Spring Fling Gigantic Indoor Yard Sale will be held April 6, 2013.
- "Munch and Music" will be held April 3rd, 10th, 17th, 24th, 2013. The event will be hosted by the Coffee Alliance for the Arts, and held at Emma Ward Park each Wednesday.

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STAFF COMMENTS-CONTINUED

- Kiwanis Club will host the “Juke Box Saturday Night” performance at the Martin Centre April 6, 2013.
- Job Announcement: Full-time Customer Service Rep, and positions with the Recreation Department.
- Bids: 2013 SPLOST Water Supplies, FY’13 Annual Storm Water and Sewer Maintenance Bid and New Police Uniforms and Duty Gear.

STAFF ANNOUNCEMENTS

Mike Hudson reminded citizens that the City is continuing to flush fire hydrants. Mr. Hudson stated that if customers have any issues to please contact the Water Department at 389-3425. The Fire Department started testing hydrants on March 17, 2013. Plans for completion will be March 23, 2013.

Rodger Goddard stated that the Sanitation and the Animal Ordinance becomes in effect April 1, 2013. Customers may contact the Code Enforcement Office or Public Works Department if there are any questions concerning where to place their trash reciprocal or need assistance with dog enclosure.

MAYOR AND COMMISSION COMMENTS

Commissioner Olivia Pearson extended her condolences to the family of the late former Commissioner Elisha Harrell. Also, would like to remind the citizens of this special event where God sent his Jesus His Son to die for our sins that we may have a chance for forgiveness and everlasting life.

Commissioner Ronnie Anderson stated that Mr. Harrell was a good friend and a good businessman. Commissioner Anderson also extended his condolences to The Harrell Family.

Commissioner Dennis Josey extended his condolences to The Harrell Family. Also he suggested that staff place sanitation stickers on the trash reciprocal to advise customers on the days that trash will be picked up.

Assistant City Manager Charlie Davis explained that with the new contract there will be route changes. Staff will prepare for educational pieces.

Jacob Lott Public Works Director stated that citizens can contact Solid Waste at 389.6001 or Public Works at 389.3450 concerning their route date. Also there is a map on the City of Douglas website.

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MAYOR AND COMMISSION COMMENTS-CONTINUED

Commissioner Richard Hutchinson extended his condolences to The Harrell Family. Commissioner Hutchinson also stated that Young's Chapel Missionary Baptist Church along with Wiregrass Technical College is looking for applicants that are interested in taking the G.E.D. test. Commissioner Hutchinson informed citizens if anyone is interested to contact him at 912.310.84014 or 912.327.3179.

Commissioner Bob Moore stated that he served many years with Commissioner Harrell and requested for everyone to keep The Harrell Family in your prayers.

Mayor Pro Tem Marty Swain reiterated concerning the sanitation issues. Mayor Pro Tem Swain stated that we are either doing a poor job of educating the citizens, because some people are not aware of the new sanitation ordinance.

Mayor James Dennis expressed his condolences to The Harrell Family. He commended Mr. Harrell of being a great educator, businessman, public servant and a great citizen of our community. Mayor Dennis also encouraged citizens to keep our community clean and to attend the Tiny Tot Easter Egg Hunt, Saturday March 30, 2013. Mayor Dennis encouraged citizens to enjoy the feast of Easter, Sunday March 31, 2013 with your family, to celebrate that great mystery as we know the "Resurrection". Take advantage of the opportunities to call the numbers that are given out for assistance. Thanked staff and Commissioner for all their hard work. Mayor Dennis expressed thanks to Mr. Davis for sitting in for Mr. Jacobs while he was out of town.

Commissioner Dennis Josey stated that Saturday is "Doctors' Appreciation Day". He suggested that we call them and let them know how much we appreciate them.

ADJOURNMENT

With no further business to discuss in the Regular Meeting, Commissioner Richard Hutchinson made a motion to adjourn and was seconded by Mayor Pro Tem Marty Swain.

Mayor Pro Tem Swain, Commissioners Moore, Pearson, Hutchinson, Josey, and Anderson unanimously approved (6-0) the motion to adjourn at 7:26 p.m.

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CITY OF DOUGLAS, GEORGIA

James H. Dennis, Mayor

Wynetta J. Bolder, City Clerk