

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS
MAY 13, 2013**

A Regular Meeting of the Board of Commissioners was held on Monday, May 13, 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, and Dennis Josey were in attendance. Commissioner Olivia Pearson and Ronnie Anderson were absent.

INVOCATION

Commissioner Richard Hutchinson gave the invocation.

PLEDGE OF ALLEGIANCE

Coffee County School NJROTC led the Pledge of Allegiance to the Flag.

MINUTE ADOPTION

The following minutes were unanimously approved as corrected:

**Work SessionApril 22, 2013
Commission Meeting.....April 22, 2013
Special Called Meeting.....April 25, 2013**

A **MOTION** to **unanimously** approve the minutes as presented was made by Commissioner Dennis Josey, and seconded by Commissioner Richard Hutchinson.

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey and Richard Hutchinson, **unanimously** approved **(4-0)** the minutes.

APPROVAL OF THE ORDER OF THE AGENDA

The Commission **unanimously** approved the order of the Agenda.

A **MOTION** to approve was made by Commissioner Bob Moore, and seconded by Mayor Pro Tem Marty Swain.

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved **(4-0)** the order of the Agenda.

APPROVAL OF THE CHANGING DATES FOR COMMISSION MEETING DUE TO GMA CONFERENCE

Upon recommendation from Terrell Jacobs, City Manager, the Commission unanimously approved **(4-0)** to change Commission Meeting scheduled for Monday, June 24, 2013 to Thursday June 27, 2013 due to the GMA Conference held in Savannah Georgia.

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**APPROVAL OF THE CHANGING DATES FOR COMMISSION MEETING DUE TO
GMA CONFERENCE-CONTINUE**

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

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved (**4-0**) to reschedule the June 24th Commission Meeting to June 27th.

APPROVAL OF THE RENTAL AGREEMENT FOR THE BOYS AND GIRLS CLUB

Upon recommendation from Terrell Jacobs, City Manager, the Commission unanimously approved (**4-0**) the lease/maintenance agreement with Boys and Girls Club of Greater Coffee County for the entire or portion of the building at 210 Jackson Street for a current annual maintenance cost of \$6,000 for a term of five (5) years.

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

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved (**4-0**) the lease/maintenance agreement with the Boys and Girls club of Greater Coffee County.

APPROVAL OF THE PATROL VEHICLE PURCHASE

Upon recommendation from Brannen Pruette, Deputy Police Chief, the Commission unanimously approved the purchase of a patrol vehicle in the amount of \$23,035.04, utilizing the \$19,573.36 from insurance monies and \$17,541.12 from commission contingency fund for the remaining cost of vehicle and needed equipment.

A **MOTION** to approve was made by Commissioner Richard Hutchinson and seconded by Commissioner Dennis Josey.

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved (**4-0**) to purchase new patrol vehicles for the Field Operations Division.

APPROVAL OF THE ANNUAL NEW POLICE UNIFORM AND DUTY GEAR BID

Upon recommendation from Stanley Merritt, Purchasing Agent, the Commission unanimously approved the New Annual Police Uniform and Duty Gear Bid, and awards the bids as follows: Group A, Group B Line Items 17, 18, 19, 20, 21, 22, & Group C to Galls Company located in Lexington, Kentucky, for a total of **\$23,142.75**. Also, to approve the awarding of Group D Items 1, 2 of low bids received from DGG Taser &

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**APPROVAL OF THE ANNUAL NEW POLICE UNIFORM AND DUTY GEAR BID-
CONTINUE**

Tactical Supply located in Jacksonville, Florida, for a total of **\$87.80** and also approves the low bids received from GT Distributors of Rossville Georgia in Group D Items 3,4,5,6,7,8,9 for a total cost of **\$349.88**. The Grand Total cost of these Bids is **\$23,580.43**.

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

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved **(4-0)** the Annual New Police Uniform and Duty Gear Bid.

APPROVAL OF THE DECLARING EQUIPMENT AS SURPLUS

Upon recommendation from Stanley Merritt, Purchasing Agent, the Commission unanimously approves and declares the presented list of items from various departments as surplus and allows the disposal of these items to the high bidder through the GovDeals on-line Auction Site.

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

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved and declare **(4-0)** equipment as surplus.

**APPROVAL OF THE USE OF CENTRAL SQUARE COMPLEX FOR FILM
LOCATION**

Upon recommendation from Kimberly Tucker, Central Services Administrative Assistant, the Commission unanimously approved **(4-0)** for Emerson Stewart, an Independent Film Student with Georgia State University, to film scenes for a movie entitled "Echo" at Central Square Complex and Central Square Parking Lot on July 22 – 23, 2013.

A MOTION to approve was made by Commissioner Richard Hutchinson and seconded by Commissioner Bob Moore.

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved **(4-0)** the use of Central Square Complex for film location.

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APPROVAL OF THE BULLET PROOF VEST PARTNERSHIP GRANT

Upon recommendation from Dale Batten, Community Development Director, the Commission unanimously approved a resolution authorizing Mayor James H. Dennis to execute an application for a Bulletproof Vest Partnership Grant from the United States Department of Justice, Bureau of Justice Assistance, in an amount up to \$8,915.00 to purchase thirty (30) new Threat Level II bulletproof vests for the City of Douglas Police Department; authorize matching funds in the amount of \$8,915.00 from Asset Forfeitures, and authorize the Mayor to execute the necessary documents if the grant is approved.

A MOTION to approve was made by Commissioner Richard Hutchinson and seconded by Mayor Pro Tem Marty Swain.

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved **(4-0)** the 2013 Bullet Proof Vest Partnership Grant.

APPROVAL OF CLOSING THE SECTION OF BRYAN STREET DURING THE BEACH BASH

Upon recommendation from Dale Batten, Community Development Director, the Commission unanimously approved the closing of the section of Bryan Street between Madison Avenue and Pearl Avenue on June 4th between the hours of 12:00 PM until 9:00 PM in conjunction with the annual Beach Bash.

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

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved **(4-0)** of closing the section of Bryan Street during the Beach Bash.

APPROVAL OF THE CITY CEMETERY POLICIES

Upon recommendation from Wynetta Bolder, City Clerk, the Commission unanimously approved to establish the following policies for the T-Section:

- 1) Restrict the sale to not more than eight (8) plots that can be purchased by an individual,
- 2) Prohibit businesses/corporations from purchasing plots,
- 3) Prohibit the building of mausoleums/crypts.
- 4) The City will have a “right to first refusal” of sale for cemetery plots. Individuals can only resale plots of the City of Douglas cemetery at its original purchased price.

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APPROVAL OF THE CITY CEMETERY POLICIES -CONTINUED

A **MOTION** to approve was made by Commissioner Dennis Josey and seconded by Commissioner Richard Hutchinson.

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved **(4-0)** the Cemetery Policies for T-Section.

APPROVAL OF THE WEX (WRIGHT EXPRESS) FUEL CARD

Upon recommendation from Terry Fesperman, Vehicle Maintenance Director, the Commission unanimously approved **(4-0)** the solitary use of the WEX card for fueling the City of Douglas vehicles and equipment in and out of town.

A **MOTION** to approve was made by Commissioner Bob Moore and seconded by Commissioner Richard Hutchinson.

APPROVAL OF THE WEX (WRIGHT EXPRESS) FUEL CARD-CONTINUE

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved **(4-0)** the WEX (Wright Express) Fuel Card.

FIRST READING OF THE ALCOHOLIC BEVERAGE ORDINANCE

Rodger Goddard, Code Enforcement Officer, recommended that the City Attorney Jerome Adams conduct the first reading to amend the following sections of the Alcoholic Beverage Ordinance; Section 6-1 Definitions, to include bowling alley; Section 6-3 (9), Class III License, to allow those under twenty-one (21) years of age in a bowling alley that is a Class III Establishment; Section 6-21 entry by minors prohibited in areas, spaces or room of bowling alley where the primary purpose is for consumption of alcoholic beverages; and Section 6-118 which includes "bowling alleys" to section. City Attorney Jerome Adams will conducted the first reading on this date **"AN ORDINANCE TO AMEND THE CITY OF DOUGLAS CODE OF ORDINANCES, CHAPTER 6, ALCOHOLIC BEVERAGES, SECTION 6-1, CLOSING, DEFINITIONS, INCLUDING BOWLING ALLEY; 6-3 (9), CLASS III LICENSE; 6-21 ENTRY BY MINORS PROHIBITED; SECTION 6-118 CLUB, RESTAURANT, LOUNGE, ETC., REQUIREMENT CLASS III TO PROVIDE FOR AN EFFECTIVE DATE AND FOR OTHER PURPOSES"** after properly advertising the caption as required under the Charter of the City of Douglas, the second reading will be held on May 23, 2013 at the Regular Commissioners Meeting.

No action was taken at this time

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APPROVAL OF THE CLOSING OF A SECTION OF POPE DRIVE

Upon recommendation from Rodger Goddard, Code Enforcement, the Commission unanimously approved (**4-0**) the request from Southwire to block off a portion of Pope Drive from Summerlin Drive to Richey Lane on Saturday, June 1, 2013 from 11:00 A.M. until 4:00 P.M. for the Community Celebration Day.

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

Mayor Pro Tem Swain, Commissioners Robert Moore, Dennis Josey, and Richard Hutchinson, **unanimously** approved (**4-0**) the closing of a section of Pope Drive.

STAFF COMMENTS

Ms. Kimberly Tucker, Administrative Assistant, noted the following upcoming events:

MAY IS OLDER AMERICAN MONTH

- May 15th, Make a Rag Rug Day, 10:00 a.m.-11:30 a.m. Bring 3 colors of fabric, a needle and thread.
- May 21st, Learn To Play Bridge, 10:00 a.m.-11:30 a.m. at Arts/Crafts Center. Must have at least four (4) people.
- May 24th, Road Trip Day...Going Junking; **ONLY** 13 spots will be available; cost is \$7.00; leaving @ 8:00 a.m.
- May 28th, BINGO, 11:00 a.m. at C.E. Weir Center.
- May 30th, Yellow Day @ Wheeler Park Shelter, 11:00 a.m.-1:00 p.m.
- For full details, call 912-383-7332.

SWIMMING POOL OPENS

- May 28th
- Family, open and individual swim passes will be available
- Book splash parties also

For more information, call 912-384-5978.

COMMIT 2-B FIT WALK

- Thursday, May 30th, 5:30 p.m., Walkers meet at the Alternative School (Formerly the Pre-K Academy)

For more information, call 912-383-7332.

BOARDS AND COMMITTEE ANNOUNCEMENT

- The Cemetery Committee has one (1) vacancy.

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STAFF COMMENTS-CONTINUE

- The Douglas Housing Authority Board has two (2) vacancies. Applicants can pick up applications at the City Clerk or City Manager's office at 224 East Bryan Street, Douglas, Georgia.

ORDINANCE UPDATE

- The City of Douglas has updated two (2) ordinances: Animal Control and Sanitation Ordinances.

Visit www.cityofdouglas.com to view the updates. For more information, call 912-389-3401.

NEW CHANGES TO REGULAR GARBAGE AND RECYCLING PICKUP

- The City of Douglas and Transwaste has implemented new changes to the Regular Garbage (Green) Cart beginning June 3, 2013 and the Recycling (Blue) Cart Trash Pickup beginning June 14, 2013 and will be picked up every other Friday.
- For additional information and concerns, please call Public Works at 912-389-3450 or visit www.cityofdouglas.com.

CITY OF DOUGLAS UTILITY PAYMENT OPTIONS

- The City of Douglas is implementing an Average Monthly Payment Plan for customers.
- This plan will allow customers with a 12-month history to choose to have their utility amount due each month, billed on an averaged amount.
- Ask the clerks at City Hall for details or call 912-389-3499.

CITY OF DOUGLAS CONTRACT PAYMENT PLAN

- The City of Douglas is implementing a Contract Payment Plan for utility customers.
- Customers who are on the Average Monthly Plan will not be eligible.
- Only on request per customer per year, with exceptions to seniors who are 55 and older.
- For details, ask clerks at City Hall or call 912-389-3499

“NOTIFY ME MODULE” ON CITY’S WEBSITE

- Are you interested in knowing the latest news from the City of Douglas on events, job postings, bid opportunities and more? If so, visit cityofdouglas.com and sign up on the “Notify Me Module”, which is located on the homepage of the website.
- Notices on these services will be sent via email or text message.

SOUTH GEORGIA EXPO SEEKS VENDORS

- The City of Douglas Central Services Department is now accepting vendors for the upcoming South Georgia Outdoor Expo.

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STAFF COMMENTS-CONTINUE

- Vendors and sponsors are being sought to fill both exhibit halls inside Central Square Complex and outside as well.
- Items related to hunting, fishing and outdoors are needed.
- For additional information, call 912-383-0277

MAIN STREET SUMMER BEACH BASH

- Tuesday, June 4, 2013
- 4:00 p.m.-9:00 p.m.
- Vacant lot beside City Hall on the corner of Bryan Street and Madison Avenue
- Bring the whole family out and enjoy food, fun, and entertainment
- For additional information, call 912-384-5161

B.R.A.G. (BICYCLE RIDE ACROSS GEORGIA)

- The City of Douglas Welcomes B.R.A.G June 4 – 6, 2013.
- South Georgia State College will be the host site and riders will camp on the college campus for one night.
- There will be a few activities for the riders to enjoy during their stay.
- Also all motorists are asked to use caution when driving to avoid accidents while these bicyclists are on our roads. Let's show some southern hospitality.

For information on any of these services and events, visit cityofdouglas.com or call 912-383-0277

Roger Johnson, Parks and Recreational Director, gave an update on Blitz Day that was held on May 7, 2013 at the Central Square Gym. Also Mr. Johnson informed the Commission that the Track Team competed in Carrollton Georgia.

MAYOR AND COMMISSION COMMENTS

Mayor Pro Tem Marty Swain thanked the Boys and Girls Club.

Mayor James Dennis stated the following:

- Acknowledged the absence of Commissioner Anderson and Pearson due to illness.
- Encouraged citizens to remove signs from right-away after events have been held.
- Volunteers needed for the "Bicycle Ride across Georgia" event which will be June 4 – 6, 2013.
- Request for citizens to remove trash reciprocals from the right-away due to the enforcement of the sanitation ordinance.

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ADJOURNMENT

With no further business to discuss in the Regular Meeting, a motion to adjourn to Executive Session was made by Commissioner Dennis Josey and was seconded by Mayor Pro Tem Marty Swain. The Commission unanimously approved **(4-0)** to adjourn to the Executive Session.

Mayor James H. Dennis, Mayor Pro Tem Marty Swain, Commissioners Richard Hutchinson, Robert Moore, Olivia Pearson and Dennis Josey were in attendance of the Executive Session. Commissioner Ronnie Anderson was absent due to illness.

EXECUTIVE SESSION

LITIGATIONS

Jerome Adams, City Attorney, discussed litigations with the Mayor and Commission. Terrell Jacobs, City Manager, and Judy Carter, Human Resources Director, were in attendance.

PERSONNEL ISSUES

Terrell Jacobs, City Manager, discussed personnel issues with the Mayor and Commission. Jerome Adams, City Attorney, and Judy Carter, Human Resources Director, were in attendance.

Commissioner Richard Hutchinson made the **MOTION** to adjourn from Executive Session and to return to the regular meeting, **MOTION** was seconded by Mayor Pro Tem Marty Swain, and **approved** by all. **(5-0)**

ADJOURNMENT

With no further business to discuss, Commissioner Bob Moore made the motion to adjourn the Regular Meeting. The motion was seconded by Commissioner Richard Hutchinson. The Commission unanimously approved **(5-0)** at 8:12 p.m.

CITY OF DOUGLAS, GEORGIA

James H. Dennis, Mayor

Wynetta Bolder, City Clerk