

**MINUTES
MEETING OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
DECEMBER 14, 2015**

A Regular Meeting of the Board of Commissioners was held on Monday, December 14, 2015 at 7:30 P.M., in the Council Chambers of City Hall with Mayor James Dennis presiding and Mayor Pro Tem Richard Hutchinson, Commissioners Bob Moore, Dennis Josey, Marty Swain, Ronnie Anderson and Olivia Pearson were present.

CALLED TO ORDER

The Regular Meeting of the Board of Commission was called to order by Mayor James H. Dennis.

INVOCATION

Mayor Pro Tem Richard Hutchinson provided the invocation.

PLEDGE OF ALLEGIANCE

Coffee County School Naval JROTC led the Pledge of Allegiance to the Flag.

MINUTES ADOPTION

The following minutes were unanimously approved as printed in the Work Session.

Work Session.....	November 23, 2015
Commission Meeting.....	November 23, 2015

A **MOTION** to **unanimously** approve the minutes as printed was made by Commissioner Dennis Josey and seconded by Mayor Pro Tem Richard Hutchinson. The motion **unanimously** carried (6-0).

APPROVAL OF THE ORDER OF THE AGENDA

The Commission **unanimously** approved the order of the Agenda as set forth in the work session. A **MOTION** to approve the order of the Agenda was made by Mayor Pro Tem Richard Hutchinson and seconded by Commissioner Marty Swain. The motion **unanimously** carried (6-0).

RECOGNITION OF MRS. FARRAR COTTINGHAM

Georgia Henderson, Public Information Director along with the Mayor and Commission recognized Mrs. Farrar Cottingham for her many contributions to the community over the years.

REND OUR HEARTS REVIVAL

Pastor Willie Williams appeared before the Mayor and Commission to discuss the upcoming "Rend Our Hearts" revival that will be held at the Coffee Middle School January 3rd - 8th, 2016.

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RECOGNITION OF THE CHILI COOK-OFF WINNERS

Terrell Jacobs, City Manager recognized the top 4 teams in the Chili Cook-off held on November 17, 2015 to help raise funds for the Mayor's Christmas Motorcade. He also recognized the team voted as the People's Choice.

Chili Winners are:

1st Place - "5 Star Chili" - JC Boler & Leon High (Public Works)

2nd Place - "We Do Chili Too" - Kimberly Tucker (Public Information)

3rd Place - "Terrell's Nightmare" - Charlie Purcell (Electric Department)

4th Place- "Customer Service" – Linda Phillips (Customer Service Department)

People's Choice Award was: "No Name Chili" - Mike Hudson

FORMAL SWEARING IN OF THE CITY OF DOUGLAS POLICE OFFICERS

Mayor James Dennis officially swore in recent graduates from the Regional Police Academy. The graduates' names were Mason Cater and Miguel Lopez.

SECOND READING OF WRECKER AND TOWING SERVICES ORDINANCE

City Attorney, Jerome Adams, conducted the second reading of an Ordinance for the Wrecker and Towing Services. **"AN ORDINANCE OF THE CITY OF DOUGLAS, GEORGIA, CODE OF ORDINANCES, WRECKER AND TOWING SERVICES; TO PROVIDE FOR AN EFFECTIVE DATE AND FOR OTHER PURPOSES."**

A **MOTION** was made by Mayor Pro Tem Richard Hutchinson and seconded by Commissioner Dennis Josey. The motion was **unanimously** carried (6-0).

CHECK PRESENTED TO UNISON BEHAVIORAL HEALTH

Terrell Jacobs, City Manager and Mayor James Dennis presented a check to Dr. Glyn Thomas, CEO on behalf of the City of Douglas for the Unison Behavioral Health (Coffee County Adult Behavioral Health). The funds were derived from local donations and the City of Douglas Chili Cook-off.

**ANNOUNCEMENT OF DOWNTOWN DEVELOPMENT AUTHORITY
APPOINTMENTS**

Dale Batten, Community Development Director, announced that there are two appointments on the Downtown Development Authority Board that will expire December 31st. These vacancies will be advertised on Channel 13 for two weeks and anyone meeting the qualifications may obtain an application from city hall. The appointments will be made at the December 28th meeting.

Announcement only

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ANNOUNCEMENT OF THE PLANNING COMMISSION APPOINTMENTS

Dale Batten, Community Development Director, announced that the upcoming vacancies on the Douglas-Coffee County Planning Commission will be advertised on Channel 13 for two weeks. Anyone interested in serving on the Planning Commission may pick up an application from city hall. Appointments will be made at the December 28th meeting.

No action announcement only

ANNOUNCEMENT OF THE HISTORIC PRESERVATION COMMISSION APPOINTMENTS

Dale Batten, Community Development Director, announced that the upcoming vacancies on the Historic Preservation Commission will be advertised on Channel 13 with appointments being made at the December 28, 2015 Commission meeting. The requirements to serve on the Historic Preservation Commission are that all members reside in the City of Douglas and shall be persons who have demonstrated special interest, experience, or education in history, architecture or the Page 19 preservation of historic resources. Those interested in serving on the HPC may pick up an application from City Hall.

No action announcement only

APPROVAL OF THE T-33 AIRCRAFT

Upon recommendation from Dale Batten, Community Development Director, Commission approved based on the discussion in the work session to declare the T-33 Aircraft on loan from the U.S. Airforce located at the airport entrance as surplus and requested that the Airforce make arrangements to pick up the T-33.

A **MOTION** was made by Commissioner Marty Swain and seconded by Commissioner Ronnie Anderson. The motion was **unanimously** carried (6-0).

FIRST READING- SOLAR ELECTRICAL ORDINANCE

Randal Parker, Building & Inspections, recommended the consideration of the first reading to be read by City Attorney Jérôme Adams to amend the Unified Land Development Code by adding Chapter 13, Sections 1-7, and dealing with Solar Electrical Systems and that the ordinance be read for the first time tonight **"AN ORDINANCE TO AMEND THE UNIFIED LAND DEVELOPMENT CODE OF THE CITY OF DOUGLAS, GEORGIA, TO DESIGNATE PERMISSIBLE USES OF SOLAR ELECTRICAL SYSTEMS; TO REPEAL ALL ORDINANCES IN CONFLICT THEREWITH; AND FOR EFFECTIVE DATE AND FOR OTHER PURPOSES."** The second reading to be held on December 28, 2015 at the next meeting after being properly advertised.

No Action was taken

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**APPROVAL OF THE APPLICATION FOR ALCOHOL BEVERAGE LICENSE FOR
SAI SAI, INC. D.B.A FOUR POINTS FOOD MART**

Upon recommendation from Rodger Goddard, Code Enforcement Officer, Commission approved the request of Hiteshi Patel for an Alcoholic Beverage License, for retail sales of beer and wine for Sai Sai Inc., d.b.a. Four Points Food Mart, located at 110 E. Walker St, Douglas Georgia.

A **MOTION** was made by Commissioner Marty Swain and seconded by Commissioner Ronnie Anderson. The motion was **unanimously** carried (6-0).

**APPROVAL OF THE FY'16 LOCAL IMPROVEMENT GRANT (LMIG)
APPLICATION AND ANNUAL STREET IMPROVEMENT LIST**

Upon recommendation from Jacob Lott, Public Works Director/City Engineer, Commission approved the submittal of the FY'16 Department of Transportation LMIG Application in the amount of \$126,015.50 and authorized the local match of 30% to improve the streets discussed during the work session and include on the attachment labeled 2016 resurfacing project list and approved staff proceeding with utility improvements on the streets that was discussed during the work session and included on the attachment labeled 2016 for resurfacing project list.

A **MOTION** was made by Commissioner Marty Swain and seconded by Commissioner Ronnie Anderson. The motion **carried** (6-0).

**APPROVAL OF THE FY'16 LOCAL IMPROVEMENT GRANT (LMIG)
APPLICATION AND ANNUAL STREET IMPROVEMENT LIST-CONTINUED**

2016 Resurfacing Project List for M&C Consideration

2015 LMIG Funded (Approved by M&C on 12/8/14)

Street Name	Beginning Point	Ending Point	Length (Miles)	Estimated Cost
Whispering Pines #1	Hillside Drive	End of Curbing	0.15	\$27,645
Whispering Pines #2	End of Curbing	East Sellers Street	0.10	\$9,554.00
Hillside Drive	East Gordon Street	End	0.21	\$31,229.40
Leader Street	Sears Street	End	0.15	\$10,609.50
East Franklin Street	Elk Street	North McDonald Ave	0.80	\$74,320.00
Extra Striping				\$30,000.00
Total Estimated Cost:				\$183,358.15

2016 LMIG Funded (Request for approval)

Street Name	Beginning Point	Ending Point	Length (Miles)	Estimated Cost
East Jefferson Street	McDonald Avenue	Raintree Drive	0.05	\$5,363.30
East Peachtree Street	Raintree Drive	End	0.06	\$4,834.75
Raintree Drive	East Jackson Street	East Gordon Street	0.21	\$16,691.43
East Schley Street	McDonald Avenue	Raintree Drive	0.06	\$5,172.55
Sears Street	McLean Street	Westfield Drive	0.31	\$30,733.28
Westfield Street	Sears Street	Fleetwood Circle	0.04	\$2,933.45
South Wheeler Avenue	College Park	Bowens Mill Road	0.63	\$48,830.49
Extra Striping	Various Locations		-	\$30,000.00
Total Estimated Cost:				\$144,559.25

SPLOST Funded (Approved by M&C in SPLOST V)

Street Name	Beginning Point	Ending Point	Length (Miles)	Estimated Cost
Pinecrest Drive	US 441	Brantley Blvd	0.60	\$50,079.19
Mingledorf Drive	SR 32	Iron Road	0.36	\$25,814.25
Total Estimated Cost:				\$75,893.44

City Funded (Request for approval)

Street Name	Beginning Point	Ending Point	Length (Miles)	Estimated Cost
Corbitt Drive	Bowens Mill Road	End	0.15	\$13,704.21
Pearson Lane	Corbitt Drive	End	0.15	\$11,822.88
Maude Street	N. Wheeler Avenue	N. Chester Avenue	0.10	\$9,319.99
City Parking Lots (Crackfill, reseal & restripe)	Various Locations		-	\$30,000.00
Total Estimated Cost:				\$64,847.08

Total Spring Resurfacing Estimate: \$468,657.92

APPROVAL OF THE CHARLES WILSON BASEBALL FIELD IMPROVEMENTS

Upon recommendation from Stevie Young, Parks and Recreation Director, Commission approved the construction of a press box concession stand at the Charles Wilson Baseball Field, this construction will be funded by the Coffee County School and Coffee County Baseball Dug-out Club. A **MOTION** was made by Mayor Pro Tem Richard Hutchinson and seconded by Commissioner Ronnie Anderson. The motion **carried (6-0)**.

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APPROVAL OF THE SAFETY RADIO SYSTEM REPAIRS

Upon recommendation from Gary Casteloes, Police Chief, Commission approved the radio repairs and upgrades to the Digital and Analog systems for the Police and Fire Department to be completed by Hasty's Communication at a total cost of \$53,480.00. A **MOTION** was made by Commissioner Marty Swain and seconded by Commissioner Ronnie Anderson. The motion **carried (6-0)**.

APPROVAL OF THE WRECKER ORDINANCE FEES SCHEDULE

Upon recommendation from Gary Casteloes, Police Chief, Commission approved the Wrecker and Administrative fees schedule for the Wrecker Ordinance to be added to the Douglas Police Department. *Sec. 10 was amended from the City Manager to the Commission to remove the wrecker from the rotation list.* A **MOTION** was made by Commissioner Marty Swain and seconded by Commissioner Ronnie Anderson. The motion **carried (6-0)**.

APPROVAL OF THE LAND FOR PUBLIC SAFETY TRAINING CENTER

Upon recommendation from Gary Casteloes, Police Chief, Commission approved the designation of land for permanent use as a Public Safety Training Center by the Police and Fire. This city owned property is currently located off of Wendell Sears Road, also known as Red Gate Road. A **MOTION** was made by Commissioner Marty Swain and seconded by Commissioner Bob Moore. The motion **carried (6-0)**.

Mayor James Dennis recused himself from this item Therefore he, relinquished the gavel to Mayor Pro Tem Richard Hutchinson.

APPROVAL OF THE TIME OF USE (TOU) SERVICE TARIFF

Upon recommendation from Lamar Hill, Electric Director, Commission approved the Hospital Time of Use (TOU) Service Tariff, revenue is neutral Also they cannot go under 800 kw per month. If so they will go back to their regular rate (ECG will bill). A **MOTION** was made by Commissioner Bob Moore and seconded by Commissioner Olivia Pearson. The motion **carried (6-0)**.

Mayor James Dennis resumed the gavel.

APPROVAL OF THE REVISED UTILITY PROCEDURES

Upon recommendation from Lamar Hill, Electric Director, Commission approved the revised Utility Procedures as presented in the Work Session that is dated December 14, 2015. **MOTION** was made by Mayor Pro Tem Richard Hutchinson and seconded by Commissioner Ronnie Anderson. The motion **carried (6-0)**.

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STAFF COMMENTS

Georgia Henderson, Public Information Director, announced the following:

- Toys for Tots – November 16th through December 18th
- Community Junk Drop Off Day December 18th at the City pole yard
- Book signing-Ethel Street held Saturday December 19th at 11 a.m. – 1 p.m. at the Heritage Station Museum
- Visitor Information Center is selling souvenir gift baskets for Christmas
- Applications will be accepted at the beginning of the year for the City of Douglas Citizens Academy 101 Program
- City of Douglas Offices will be closed December 24th and 25th
- Temporary Exhibit-Nicholls Community Exhibit November 12th –January 16th
- Mini Exhibit-Douglas First United Methodist Church Exhibit November 12th- January 30th
- City of Douglas will partner with the Southern Home Vintage Event this will take place in the Spring

COMMISSIONER COMMENTS

Commissioner Olivia Pearson acknowledged Mrs. Farrar Cottingham for her services to the community; Pastor Willie Williams and John Butler for implementing the County Wide Revival and all the winners for the Chili Cook-off. She also, welcomed the new Douglas Police Officers. She also wished everyone a safe Holiday.

Commissioner Ronnie Anderson wished everyone a Happy Merry Christmas and a Happy New Year.

Commissioner Dennis Josey wished everyone a Happy Holiday and expressed concerns of pedestrians walking in the middle of the streets and not on the sidewalks.

Commissioner Marty Swain wished everyone a safe and Merry Christmas and a prosperous New Year and prayers for the Mayor's family.

Commissioner Bob Moore expressed concerns of not having the banners that reads Happy Holidays rather than Merry Christmas. Terrell Jacobs, City Manager stated he will look into it. He also wished everyone a Merry Christmas.

Mayor Pro Tem Richard Hutchinson congratulated the Police Officers that were sworn in and Ms. Cottingham for her proclamation. He also wished everyone a Merry Christmas and a safe holiday.

Commissioner Olivia Pearson gave her condolences to the Mayor with loss of his family member Mrs. Dovers.

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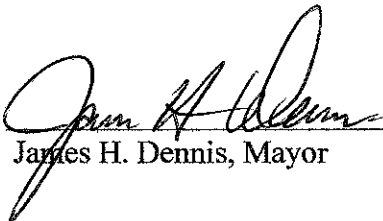
MAYOR'S COMMENTS

Mayor James Dennis stated the following:

- Thanked everyone for their participation in the Christmas Parade
- Encouraged all citizens to participate with the See Something, Say Something Campaign
- Keep Douglas Clean and encouraged everyone to participate with the Junk Drop-Off Day
- Encouraged everyone to help merchants by shopping locally
- Thanked all staff and workers for their hard work
- Encouraged everyone to participate with the Rend our Hearts Revival
- Congratulations to the winners of the Chili Cook Off
- Congratulations to the Officers that graduated from the academy
- Wished everyone a safe and Merry Christmas

ADJOURNMENT

With no further business to discuss, Commissioner Dennis Josey made the **MOTION** to adjourn the Regular Meeting and enter into Executive Session. The **MOTION** was seconded by Commissioner Ronnie Anderson. The Commission unanimously approved (6-0) to adjourn the regular meeting and enter into Executive Session at 8:29 PM.


James H. Dennis, Mayor


Wynetta J. Bolder, City Clerk