

**MINUTES  
MEETING OF THE BOARD OF COMMISSIONERS  
CITY OF DOUGLAS, GEORGIA  
DECEMBER 28, 2015**

**A Regular Meeting of the Board of Commissioners was held on Monday, December 28, 2015 at 7:00 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**

Pastor Lawrence Clemmons World Harvest International Ministries, 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.....	December 14, 2015
Commission Meeting.....	December 14, 2015

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

**OATH OF OFFICE FOR ELECTED OFFICIALS**

Jerome Adams, City Attorney administered the Oath of Office to the newly elected officials Mayor Elect - Tony Paulk, Commissioner Elect - Johnnie Lee Roper, Sr., Commissioner Elect - Kentaiwon Durham, Commissioner Elect - Mike Gowen and Commissioner Elect - Cindy McNeill. Mr. Adams will also administer the Oath of Office to incumbents: Commissioner Olivia Pearson and Commissioner Bob Moore.

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**RECOGNITION OF 2014 CHRISTMAS PARADE**

Mayor James Dennis along with Commissioner Olivia Pearson and Georgia Henderson, Public Information Director recognized the winners for their participation in the 2015 Festival of Lights Parade:

**2015 FESTIVAL OF LIGHTS  
FESTIVAL OF LIGHTS CHRISTMAS PARADE WINNERS**

**OVERALL WINNER**

WESTWOOD BAPTIST CHURCH

**BEST MUSICAL PERFORMANCE**

COFFEE HIGH SCHOOL MARCHING BAND

**BEST IN CREATIVITY**

FIRST ASSEMBLY OF GOD

**CHURCHES**

1. ST. ILLA MISSIONARY BAPTIST CHURCH
2. BROXTON CHURCH OF GOD
3. GRACE POINTE BAPTIST CHURCH

**SMALL BUSINESS**

1. STAGE 8 DANCE ACADEMY
2. MR. ROOTER PLUMBING/AIRESERV HEATING & COOLING
3. PEACH STATE TRANSPORT

**LARGE BUSINESS AND INDUSTRY**

1. PILGRIM'S
2. WAL MART TRANSPORTATION
3. FENDER GOGGANS ORTHODONTICS

**EDUCATION**

1. C.H.S. & G.W.C. ART CLUB
2. SATILLA SHOW CHOIR

**CLUBS/INDIVIDUAL/ORGANIZATIONS**

1. BACON COUNTY SENIOR CITIZENS
2. CUB SCOUT PACK 859
3. GIRL SCOUT TROOP 40575 & GIRL SCOUT OF HISTORIC GEORGIA

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**SECOND READING - SOLAR ELECTRICAL ORDINANCE**

City Attorney, Jerome Adams, conducted the second reading to amend the Unified Land Development Code by adding Chapter 13, Sections 1-7, and dealing with Solar Electrical Systems. **“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.”**

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

**APPROVAL OF THE PURCHASE OF ONE (1) 2016 FORD F-150 TRUCK (GAS DEPARTMENT - STATE CONTRACT SWC#99999-SPD-ES40199373-0002**

Upon recommendation from Stanley Merritt, Purchasing Agent, Commission approved the State Contract Prices from Allan Vigil Ford, of Morrow, Georgia for one (1) 2016 Ford F-150 truck to be utilized by the Gas Department for a Grand Total Cost of \$23,769.00.

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

**APPROVAL OF THE PURCHASE OF TWO (2) 2016 FORD F-150 TRUCK (PARKS & RECREATION DEPARTMENT - STATE CONTRACT SWC#99999-SPD-ES40199373-0002)**

Upon recommendation from Stanley Merritt, Purchasing Agent, Commission approved the State Contract Prices from Allan Vigil Ford, of Morrow, Georgia for two (2) 2016 Ford F-150, trucks to be utilized by the Parks & Recreation Department for a Grand Page 23 Total Cost for both trucks of \$41,392.00.

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

**APPROVAL OF THE PURCHASE OF ONE (1) 2016 FORD F-150 TRUCK (LIGHT DEPARTMENT - STATE CONTRACT SWC#99999-SPD-ES40199373-0002)**

Upon recommendation from Stanley Merritt, Purchasing Agent, Commission approved the State Contract Prices from Allan Vigil Ford, of Morrow, Georgia for one (1) 2016 Ford F-150 truck to be utilized by the Light Department Director for a Grand Total Cost of \$30,765.00.

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

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**APPROVAL OF THE TEMPORARY INCREASE OF CITY MANAGER APPROVAL THRESHOLD**

Upon recommendation from Stanley Merritt, Purchasing Agent, Commission approved to temporarily allow the City Managers threshold of bid approval amounts to increase from the current \$10,000.00 amount to \$25,000.00. This temporary approval increase will only apply to bids dealing with the construction of the New Vehicle Maintenance Building using SPLOST funding. This temporary increase of approval will end at the completion of the New Vehicle Maintenance Building.

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

**APPROVAL OF THE SEWER AND STORM WATER PIPE REPAIR (SEWER AND PUBLIC WORKS DEPARTMENTS)**

Upon recommendation from Stanley Merritt, Purchasing Agent, Commission approved this RFP to complete sewer & storm water related improvements. This bid document had two (2) one year renewal clauses included in this bid, and with adding the CIPP rehabilitation of the 15" and 18" sewer lines including bypass pumping bringing the a total Grand cost of this bid to \$10,456.40. We also recommend the re-approval of this bid document using the prices quoted on the bid dated 4-8-13 by Southeastern Pipe of Patterson, Georgia until April 22, 2016.

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

**APPROVAL TO REHAB THE SOUTHSIDE SEWER MAIN**

Upon recommendation from Mike Hudson, Gas/Water/Wastewater Director, Commission approved the contract with SouthEast Pipe Survey to rehab the south side sewer main for a grand total of \$728,750.00.

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

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**APPROVAL OF THE DOWNTOWN DEVELOPMENT AUTHORITY  
APPOINTMENTS**

Upon recommendation from Dale Batten, Community Development Director, the Commission approved to reappoint Scott Moore and Vicki Pridemore to the Downtown Development Authority. These appointments are four year terms beginning January 1, 2016 and expiring December 31, 2019

A **MOTION** was made by Commissioner Ronnie Anderson and seconded by Commissioner Dennis Josey. The motion carried **(5-0)**. Commissioner Bob Moore removed himself from voting due to conflict of interest. (Related to Scott Moore)

**APPROVAL OF THE PLANNING COMMISSION APPOINTMENTS**

Upon recommendation from Dale Batten, Community Development Director, the Commission approved to reappoint Johnny Deems and Steve Bailey to serve on the Douglas Coffee County Planning Commission. These terms of the Planning Commission are three years which will begin on January 1, 2016 and expire on December 31, 2018.

A **MOTION** was made by Commissioner Bob Moore and seconded by Commissioner Dennis Josey. The motion **unanimously** carried **(6-0)**.

**APPROVAL OF THE HISTORIC PRESERVATION COMMISSION APPOINTMENTS**

Upon recommendation from Dale Batten, Community Development Director, the Commission approved to reappoint Luke Morgan and Melissa Rowell to serve on the Historic Preservation Commission. These terms are for three years beginning January 1, 2016 through December 31, 2018.

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

**APPROVAL OF THE PURCHASING CARD POLICY**

Upon recommendation from Terrell Jacobs, City Manager, Commission approved the proposed Purchasing/Credit Card Policy to be effective January 1, 2016.

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

Discussion: Commissioner Olivia Pearson expressed concerns about the contradictory of food items to be used that is listed in section F-2, with clarity.

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**COMMISSIONER OLIVIA PEARSON UPDATE ON SURVEY OF WARD 3 RESULTS**

Commissioner Olivia Pearson appeared before the Commission to give an update on the results of the survey given to the constituents in Ward 3. She stated that approximately April 13, 2015 she reached out to the citizens of Ward 3 in an official capacity by way of mail surveys. She stated that this was defined as official capacity because of the methodology used for the surveys providing a way for her to receive written verification of the results. She thanked everyone that played a part in the survey process.

Commissioner Pearson stated that there were a total of 625 mailed out in Ward 3 and sincerely believed that in order to move forward we needed to have total involvement in our community. Commissioner Pearson stated that there were low numbers of response, approximately a little under 10% of the surveys were mailed back, and 25% of the survey were undeliverable (returned by postal services).

The survey consist of six categories:

- (1) **Satisfied:** 12%
- (2) **Unsatisfied with city services:** 3%-5%
- (3) **Desire immediate improvement of city services:** majority of the responses were for lowering utility rates, more recreational projects (pool on the other side of town)
- (4) **Desire long term improvement:** Better paying jobs, cultural development in the city as well as in the schools.
- (5) **Opinion on citizens' ability to be heard, (knowledge of the Citizens Academy):** majority felt they are being heard, a few were not sure, and lesser amount felt they were not able to be heard.

Knowledge of the Citizens Academy half stated they did not know about the Citizens Academy and half wanted more information on the Citizens Academy. *(Commissioner Pearson recommended to Georgia Henderson, Public Information Director to look into other ways to inform the public about the Citizens Academy)*

- (6) **Overall level of satisfaction as a citizen:** majority of those completed the surveys stated they were satisfied only 3% that responded were unsatisfied and 1% were highly unsatisfied, and 1% were unsure.

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**APPROVAL OF THE EPD CONSENT ORDER FOR WASTEWATER VIOLATIONS**

Upon recommendation from Terrell Jacobs, City Manager, Commission approved for the Mayor to sign the Consent Order prepared by the Ga EPD as discussed in the work session.

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

**RECOGNITION OF OUTGOING AND RETIRING OFFICIALS**

Terrell Jacobs, City Manager recognized the following outgoing and retiring elected officials: Mayor James Dennis, Mayor Pro Tem Richard Hutchinson, Commissioner Marty Swain, Dennis Josey and Ronnie Anderson.

**STAFF COMMENTS**

Georgia Henderson, Public Information Director, announced the following:

- Community Junk Drop Off Day January 2nd at the City pole yard
- 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 Friday, January 1, 2016
- Temporary Exhibit-Nicholls Community Exhibit November 12<sup>th</sup> -January 16<sup>th</sup>
- Mini Exhibit-Douglas First United Methodist Church Exhibit November 12<sup>th</sup>- January 30<sup>th</sup>
- March 19<sup>th</sup> Douglas Coffee County Parks and Recreation Department will present the Doyle Academy Baseball and Softball School
- One-blood Community Blood Drive will be held on January 1<sup>st</sup> 2016 at the Rockin 8 Cinema
- Trans waste will be closed on January 1<sup>st</sup> 2016 Trash collection will be held on Saturday January 2<sup>nd</sup> for pickup
- Community Revival "Rend Your Hearts Revival" will be January 3<sup>rd</sup> - January 8<sup>th</sup> at Coffee Middle School Auditorium

**COMMISSIONER COMMENTS**

Commissioner Olivia Pearson thanked everyone for calls, visits and prayers during the time of her bereavement (Coley Family). Funeral for sister Catherine Strauss will be held Thursday at 12pm at Shiloh. She also thanked her nephew, Terrance Coley for attending the Commissioners meeting along with his girlfriend Latasha Battle. Commissioner Pearson thanked all parade participants, and congratulated newly elected officials. She stated that she will be praying for everyone to have safe and Happy New Year. Commissioner Pearson thanked everyone who participated with the Ward 3 surveys. Commissioner Pearson concluded by stating to those who were leaving off the commission that it was great working with them.

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**COMMISSIONER COMMENTS-CONTINUED**

Commissioner Ronnie Anderson stated to the people in Ward 5 that he appreciated allowing him to serve all those years and all the people in the City of Douglas. He expressed his condolences to Ms. Pearson and her family.

Commissioner Dennis Josey stated that he would like to thank every citizen because all of them has helped him. He also thanked the citizens of Ward 4 for trusting him for 12 years. He thanked all the employees of the City especially the department heads, and the City Manager.

Commissioner Marty Swain stated that he would like to thank the citizens of Douglas, especially the citizens of Ward 2. He stated that all bad decisions had to be made and he takes full responsibility. Commissioner Swain stated that he will pass his seat to Mr. Durham as the new Commissioner for Ward 2. He appreciated the workers of City of Douglas and thank everyone for letting him ride this ride. He thanked God for what he's done in the City of Douglas and concluded by stating for everyone to have a blessed and prosperous New Year.

Commissioner Bob Moore stated that it has been a pleasure working with those who are leaving. He stated that it hasn't always been agreeable but we learned to agree to disagree. He thanked everyone for their time and wished everyone a happy and safe New Year.

Mayor Pro Tem Richard Hutchinson stated that he would like to thank the newly elected officials also reiterate what the Mayor did for Ms. Ortiz (JROTC) for doing a great job for the city. He also thanked the citizens of Douglas for allowing him to serve. Also he thanked the employees of the City of Douglas. Mayor Pro Tem Hutchinson stated that it started off rocky but the Commission came together to make the city a better place. He stated "it's about you doing what God would want you to do, that's what I've done over the past four years". Also he extended his condolences to Ms. Pearson and her family and all the other citizens of Douglas. Farewell

**MAYOR'S COMMENTS**

Mayor James Dennis stated the following:

- Express condolences to Commissioner Pearson
- Thanked everyone for condolences on the loss of his aunt
- Commissioner Swain good clean bill of health.
- Lamar Hill will be retiring, thanked him for his services to the city.
- Rand Vickers will also be retiring at the end of January
- Thanked all the staff and employees for all they do for our City and our City Manager one of the best respected and knowledgeable, thankful to have you.

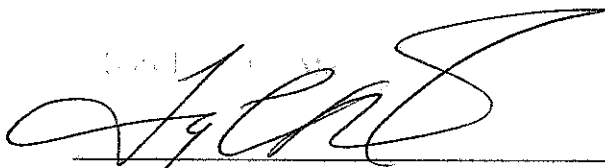
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**MAYOR'S COMMENTS-CONTINUED**

- Congratulations to Commissioner Anderson and Commissioner Josey on their retirement thanked them for their wonderful service for all the years they served.
- Thanked Commissioner Swain and Commissioner Hutchinson for their service as well.
- It was an honor and pleasure to serve with the six (6) Commissioners
- Thanked his family and wife Judy who supported him in this endeavor
- Recommended everyone to please continue to work and make our city a great place as it is. God bless you all Happy New Year.

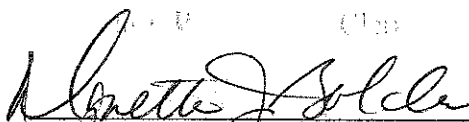
**ADJOURNMENT**

With no further business to discuss, Commissioner Dennis Josey made the **MOTION** to adjourn the Regular Meeting. The **MOTION** was seconded by Commissioner Ronnie Anderson. The Commission unanimously approved (6-0) to adjourn the regular meeting at 8:40PM.



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Tony L. Paulk, Mayor



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Wynetta J. Bolder, City Clerk

