

## **MINUTES**

### **FORSYTH CITY COUNCIL MEETING**

**FEBRUARY 1, 2011**

#### **CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND INVOCATION**

Mayor Howard called the meeting to order at 7:00 pm and led the Pledge of Allegiance to the American flag. Mr. Wilson gave the invocation.

#### **ROLL CALL**

Present for the meeting was Mayor Howard, City Councilmembers Mike Dodd, Jo Anna Banks, James Calloway, Des Hansford, Eric Wilson, and Melvin Lawrence. Also present was City Attorney, Bobby Melton, and City Clerk, Janice Hall.

#### **APPROVAL OF MINUTES OF THE JANUARY 18, 2011 COUNCIL MEETING**

Mr. Lawrence offered a motion to approve the minutes as written. Seconded by Mr. Hansford, the motion carried unanimously.

Mayor Howard stated that the agenda needed to be amended to add Mrs. Jenny Lynn Bruner and Mr. Ron Shipman to discuss the Tree Board and also for Mrs. Karen Manus-Pennings from the Chamber of Commerce. Mr. Hansford offered a motion to add both of these to the agenda. Seconded by Mr. Dodd, the motion carried unanimously.

#### **TREE BOARD UPDATE – JENNY LYNN BRUNER AND RON SHIPMAN**

Mr. Shipman stated that they just attended the county commission meeting where they agreed to appoint Mrs. Patsy Miller to the City Tree Board if approved by the City. Mr. Shipman stated that the board is holding regular meetings and reviewed some of the projects they are already working on. Mr. Shipman stated that the first project will be Arbor Day on February 18<sup>th</sup> and the board needs a location to plant a tree. Mr. Shipman stated that the board will be giving away tree seedlings at Monroe County Bank and in the Wal-Mart parking lot. Mr. Shipman stated that the board would also like to join the Urban Tree Board Association at a cost of \$50 and then attend their training on February 24<sup>th</sup> at Wesleyan College. Mr. Shipman reviewed the members of the board already approved by council and requested that Mrs. Nancy Brunson and Mrs. Patsy Miller to be appointed to the board. Mr. Lawrence offered a motion to appoint Mrs. Brunson and Mrs. Miller to the board and to pay the membership fees to the Urban Tree Board Association. Seconded by Mr. Wilson, the motion carried unanimously. Mrs. Banks offered a motion

to pay the membership fee for the Urban Tree Board Association and training cost for the training on the 24<sup>th</sup>. Seconded by Mr. Lawrence, the motion carried unanimously.

**CHAMBER OF COMMERCE – FORSYTHIA FESTIVAL REQUESTS**

Mrs. Karen Manus-Pennings reviewed the layout for this year’s festival and stated that the vendors along Johnston Street between Jackson and Lee Street will be in the center of the street as opposed to next to the sidewalks. Mrs. Manus-Pennings stated that the Chamber would also like permission to setup tables on the sidewalks along Johnston for community information booths. Mr. Wilson offered a motion to approve the requests from the Chamber. Seconded by Mrs. Banks, the motion carried unanimously. Mrs. Manus-Pennings stated that she is working closely with Mr. Randall on the electrical and water needs and thanked him for his work. Mrs. Manus-Pennings stated that vendors will be penalized for taking more than their allotted space this year especially those that use the sidewalks as storage for their items and asked for assistance from the police department in enforcing the limits. The Chamber will begin marking the spaces on Friday evening.

**APPROVE STREETScape CHANGE ORDER #12 SPEAKER SYSTEM AND #13 MILL & PAVE ALL ROADS WITHIN THE PROJECT AREA**

Mr. Dodd offered a motion to approve both change order #12 and #13 for the Streetscape Project. Mr. Lawrence seconded the motion. Mr. Wilson asked if the speaker system was included in the original cost and Mr. Dodd stated that it was not. Mrs. Banks stated that we must make sure that permission is received from the County to mount the speakers on the courthouse lawn. Mr. Randall stated that the original cost included resurfacing the 18” on the courthouse side that was created by moving the sidewalk to the brick wall. Mr. Randall stated that change order #13 will resurface all road surfaces in the construction area. Mr. Dodd amended his motion to approve change order #12 providing permission granted from the county to install the speakers on county property. Mr. Randall stated that JHC should be complete by 3<sup>rd</sup> week of February but DOT will be longer as they have not installed the bases for two of the traffic signal arms as yet. Mr. Randall stated that weather permitting the concrete work on Lee Street should be complete this week, then the pavers will go in; the railings are custom made and we are waiting on delivery of those so working on post until the railings arrive. Mrs. Banks

seconded the amended motion and the motion carried unanimously. Mrs. Banks asked if stripping is included in change order #13 and Mr. Randall stated stripping is included in the construction area only and will stop at the outer bumpouts. Mayor Howard stated that we may need to ask the company that is going to do the stripping in change order #13 for cost to restripe the areas outside of the construction areas to get this done at the same time. Mr. Randall will get pricing from the company. Mrs. Banks asked if any turn lanes were being removed and Mr. Randall stated that they are not but DOT is looking at moving the stop bar back on Lee Street and Main Street corners to allow easier right turns for trucks. Mr. Randall will confirm with DOT plans on turn lanes and stop bars.

**APPROVE CHANGE OF PROPERTY & LIABILITY CARRIER TO SELECTIVE INSURANCE COMPANY**

Mrs. Hall reviewed the information included in council packets comparing the pricing received. Mrs. Hall stated that agent Mr. Richard Russell received three quotes on the property and liability coverage with Selective coming in considerably less than the other two. Mr. Hansford offered a motion to renew the property and liability coverage with Selective Insurance Company. Seconded by Mr. Calloway, the motion carried unanimously.

**ADOPT RESOLUTION TO RECERTIFY FORSYTH AS A CITY OF ETHICS**

Mrs. Hall stated that council approved the adoption of the City of Ethic; however GMA requires the adoption of a resolution. Mrs. Banks offered a motion to adopt the Resolution to recertify Forsyth as a City of Ethics. Seconded by Mr. Dodd, the motion carried unanimously.

**APPROVAL TO ADVERTISE BEER AND WINE PACKAGE APPLICATION FOR TONIA MAYS FOR PANSY'S LOCATED AT 140 POWERHOUSE ROAD**

Mr. Melton reviewed that this is the first reading of the application and before council to approve for advertising. Mr. Melton stated the matter will come back before council at the first meeting in March. Mr. Hansford offered a motion to advertise the application for beer and wine package license for Pansy's located at 140 Powerhouse Road. Seconded by Mrs. Banks, the motion carried unanimously to advertise.

**APPROVAL TO ADVERTISE BEER AND WINE PACKAGE APPLICATION FOR CARLTON JONES FOR THE 50/50 CLUB LOCATED AT 50 S. JACKSON STREET**

Mrs. Hall stated that Mr. Jones has not turned in all the required information. Mr. Calloway offered a motion to table the matter until all information has been submitted. Seconded by Mrs. Banks, the motion carried unanimously to table until all information is submitted.

**APPROVAL TO ADVERTISE REQUEST FOR PROPOSALS FOR HVAC SERVICE FOR ALL CITY BUILDINGS**

Mrs. Banks asked that the RFP be amended to add fee schedule to the request and at the end to include the statement that the City reserves the right to reject any and all bids along with any other amendments as necessary. Mrs. Banks offered a motion to advertise the RFP as amended. Seconded by Mr. Calloway, the motion carried unanimously.

**APPROVAL TO ADVERTISE REQUEST FOR PROPOSALS FOR PEST CONTROL SERVICES FOR ALL CITY BUILDINGS**

Mr. Wilson offered a motion to advertise the RFP for Pest Control Services for all city buildings. The motion was seconded by Mrs. Banks. Mr. Wilson offered a motion to amend his motion to include termite inspections in the RFP. Mr. Hansford seconded the amended motion and it carried unanimously.

**COMMITTEE REPORTS**

**MR. DODD**

Mr. Dodd reviewed invoices totaling over \$500 for each vendor and offered a motion to approve the garage department committee totals of \$3,324.18 and the street department committee totals of \$2,190.58. Seconded by Mr. Calloway, the motion carried unanimously.

Mr. Dodd stated that he appreciated the Streetscape update from Mr. Randall. Mr. Dodd stated that we just need to stick to the schedule. Mr. Calloway asked if the box in the sidewalk behind Lawson & Cromer Pharmacy can be moved and Mr. Randall stated that all lighting comes to that box but he is looking at the possibility of moving the plaque. Mrs. Hall clarified that Mr. Calloway was referring to the transformer at the end

of the sidewalk. Mr. Randall stated that he would have to look into that and get back with council. Mr. Dodd stated that we are getting prices to move the plaque that DOT covered with their electrical panel box. Mayor Howard stated that possibly DOC has a mason that could move the plaque and repair the brick.

**MRS. BANKS**

Mrs. Banks offered a motion to approve the public affairs committee totals of \$200. Seconded by Mr. Hansford, the motion carried unanimously.

Mrs Banks stated that the CDBG application is due April 1<sup>st</sup> on the grant that we are partnering with Middle Georgia Community Action Agency. Mrs. Banks stated that the MGRC has sent out an RFQ for a Grant Administrator and they received three responses. Mrs. Banks stated that the highest scoring company was Grant Specialist of Georgia. Mrs. Banks offered a motion to adopt a resolution to appoint Grant Specialist of Georgia for the 2011 CDBG application. Seconded by Mr. Dodd the motion carried unanimously. Mrs. Banks stated that the fee for the grant administrator is included in the grant award.

Mrs. Banks stated that work continues on the city limits boundary map with the MGRC.

Mrs. Banks stated that February 10<sup>th</sup> is leadership Day at the Capital and she will be attending so the regularly scheduled public affairs committee meeting will need to be rescheduled.

Mrs. Banks stated that Mrs. Pippin is coordinating the “If I Were Mayor” essay contest with the 6 grade classes.

Mrs. Banks stated that we will be participating in the Georgia Cities Week this year and details will be available at a later date.

Mrs. Banks stated that we are currently advertising for a Downtown Development Director and applications will be accepted until February 16<sup>th</sup>.

Mrs. Banks stated that the DDA is moving forward with the Public Safety Complex parking lot project with a start date of February 4<sup>th</sup> to be completed in June.

**MR. CALLOWAY**

Mr. Calloway reviewed invoices totaling over \$500 for each vendor and offered a motion to approve the electric department committee totals of \$2,190.58 and the water

department committee totals of \$17,815.68. Seconded by Mr. Wilson, the motion carried with five (5) votes for and one (1) abstention (Banks due to family member one of the vendors).

Mr. Calloway stated that the security lights have been reinstalled at the Boxankle Plant.

### **MR. HANSFORD**

Mr. Hansford reviewed invoices totaling over \$500 for each vendor and offered a motion to approve the court department committee totals of \$400 and the administrative department committee totals of \$82,898.56. Seconded by Mr. Wilson, the motion carried unanimously. There was discussion regarding the type of signage that will go on the new traffic arms and Mr. Randall stated that he is working with DOT to see what they will approve.

Mr. Hansford reminded everyone of the Town Hall meeting to be held on February 21<sup>st</sup> at 6:00 pm in council chambers. Mr. Hansford stated that the cable system and pool project will be the topics of discussion. Mrs. Banks stated that we will need a moderator for the meeting and that possibly the MGRC could fulfill this.

### **MR. WILSON**

Mr. Wilson offered a motion to approve the police department committee totals of \$1,579.35 and the fire department committee totals of \$137.95. Seconded by Mrs. Banks, the motion carried unanimously.

Mr. Wilson stated that the next public safety committee meeting will be next Wednesday at 10:00 am.

### **MR. LAWRENCE**

Mr. Lawrence reviewed invoices totaling over \$500 for each vendor and offered a motion to approve the parks, recreation, and cemetery department committee totals of \$2,105.80. Seconded by Mr. Calloway, the motion carried unanimously.

Mr. Lawrence thanked council for the Tree Board appointment.

Mr. Lawrence stated that the regularly scheduled parks, recreation, and cemetery meeting will be cancelled for next week.

### **CITY CLERK REPORT**

Mrs. Hall had nothing further to report.

## **CITY ATTORNEY REPORT**

Mrs. Banks asked for an update on the dilapidated houses. Mr. Melton stated that the owner of the house on Cabiness Road has until February 4<sup>th</sup> to demolish the structure. Mr. Melton stated that he has not received any correspondence from the property owner. Mr. Melton stated that the others were in various stages of being worked on. Mrs. Banks asked that Mr. Bentley Cox be asked to re-inspect all the properties.

## **ADDITIONAL OLD BUSINESS/ ADDITIONAL NEW BUSINESS**

Mayor Howard stated that Chief Corley has a segway on loan to be used during the Forsythia Festival and the purchase of a segway is included in the Clean Air Coalition grant for an 80/20 match. Chief Corley stated that the segway is on loan from the National Institute of Justice.

Mr. William Arthur Calloway came before council and stated that the children are enjoying the parks. Mr. Calloway discussed the recent newspaper article regarding increasing the number of kids in the school classrooms. Mr. Calloway stated that the Governor is putting Sunday alcohol sales to the voters. Mr. Calloway stated that those that want to buy alcohol have six days to purchase it and do not need another day.

There being no further business to discuss, the meeting was adjourned at 8:25 pm.

Submitted by:

Janice L. Hall, City Clerk