

## **MINUTES**

### **FORSYTH CITY COUNCIL MEETING**

**FEBRUARY 4, 2019**

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

Mayor Wilson called the meeting to order at 6:00 pm and led the Pledge of Allegiance. Mr. Hewett offered the invocation. Present for the meeting was Mayor Eric Wilson, Councilmembers Mike Dodd, Greg Goolsby, John Howard, Chris Hewett, and Melvin Lawrence. Also present was City Attorney, Bobby Melton, and City Manager, Janice Hall.

Councilman Stroud was unable to attend the meeting; therefore, all unanimously votes will be five (5) votes (Dodd, Goolsby, Howard, Hewett, and Lawrence).

#### **APPROVAL OF AGENDA**

Mr. Hewett offered a motion to approve the agenda as presented. Seconded by Mr. Lawrence, the motion carried unanimously.

#### **APPROVAL OF MINUTES OF THE JANUARY 22, 2019 CALLED AND REGULARLY SCHEDULED COUNCIL MEETINGS**

Mr. Hewett offered a motion to approve the minutes as presented. Seconded by Mr. Dodd, the motion carried unanimously.

#### **APPROVAL OF MINUTES OF THE JANUARY 27, 2019 CALLED COUNCIL MEETING/RETREAT**

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

#### **PUBLIC HEARING – CONDITIONAL USE REQUEST – HEJ PROPERTIES FOR PROPERTY 053 012 LOCATED OFF COLLEGE STREET**

Mr. Davenport of HEJ presented a PowerPoint presentation reviewing their company. Mr. Davenport reviewed that HEJ employs 60 people; participates in the communities they are located in; has been in operation since 1908 as a coal company and since 1952 as a concrete company; currently have plants in five different locations; will also provide building supply materials in a 5,000 square foot building on the location; proposed tract of land is undeveloped and being used as truck and material storage.

Mr. Melton reviewed the conditional use application station that the conditional use is for the batching facility and the height variance for the silo has already come before council and been approved; current zoning of Highway Business will remain unchanged; Planning & Zoning recommends approval; and this matter has been properly advertised in the January 16, 23, and 30 issues of the Reporter. Mayor Wilson opened the floor for comments for or against the approval of the Conditional Use Variance.

Mr. George Emami, realtor for the sale of the property and county commissioner, came before council and stated that he has researched the company and finds that they are a good company and will be a good fit for the location; the site is being designed to minimize impact to surrounding properties; and complimented council for allowing for and promoting growth so that we now need concrete companies in the city.

Mrs. Tammie Pierson, Zoning Officer, came before council and stated that this request was submitted to Planning & Zoning on January 3, 2019 and they recommend approval.

Hearing no further comments for or against the request, Mayor Wilson closed the public hearing. Mr. Hewett offered a motion to approve the Conditional Use Request to allow a batching facility at this location. Seconded by Mr. Howard, the motion carried unanimously.

**PRESENTATIONS FOR LANDSCAPE ARCHITECT FIRMS (30 MINUTES PER PRESENTATION TO INCLUDE Q&A)**

Ms. Hall reviewed that responses were due on the Landscape Architect RFP by December 14, 2018; five firms responded and those five were presented to council at the January 7, 2019 council meeting where council requested that three of those firms attend tonight's meeting to make presentations for their firm. Ms. Hall stated that the first step in the process is to hire a firm to provide a plan, cost, feasibility, and timeline and the next step will be to work through the plan with a contractor to build the park. Ms. Hall stated that she had a meeting with the three firms on January 15 to review all city parks and the needs for each park and the firms requested to be allowed a maximum of 30 minutes each to make their presentations to include Q&A from council.

**Lose Design**

Mr. Whit Alexander reviewed the presentation for Lose Design which included that 2/3 of their work is recreation related; member of the GRPA and NRPA; create facilities that are actually used; similar age activities are clustered together. Mr. Alexander presented their revised budget as two options – 1) is not as in-depth or involved, is 6-8 week process, and cost is \$15,000; and 2) is more involved, is a 12 week process, and cost is \$55,800. Mr. Alexander stated that the Dog Park is a 2 week process and would be ready to bid out.

**Falcon Design**

Mr. Mike Crawford and Ms. Wanda Moore reviewed the presentation for Falcon Design which included that their company was formed in 2006; employs 60 employees in 2 offices; and reviewed several cities they have worked with. Falcon Design budget is \$43,000.

**TSW**

Mr. Adam Williamson reviewed the presentation for TSW which included that their company has been in business for over 28 years; specialize in passive parks; work on-call with one city to assist with their recreation needs; reviewed several cities they have worked with. Mr. Williamson presented a proposed layout of Country Club Park taking the design provided by Ms. Hall and the Regional Commission and moving the facilities around to more conducive locations taking several factors into account for the location of the facility. TSW budget is \$49,900.

Mr. Howard offered a motion to award the project to TSW stating that all of the firms had the same information and they were the only ones that presented a proposed plan and took that additional initiative. Seconded by Mr. Dodd, the motion carried unanimously.

**APPROVAL OF BOARD APPOINTMENT FOR CVB AT-LARGE SEAT**

Nominations made at the Council Retreat were Tommy Johnston, Christie Lambert, and Brandon Ogletree. Ms. Hall stated that she has spoken with each person nominated and Mr. Johnston respectfully declined as he was just appointed to Chamber Board. Ms. Hall stated that Mrs. Lambert and Mr. Ogletree are willing to serve if appointed.

Mr. Goolsby nominated Christie Lambert. Mr. Howard nominated Brandon Ogletree. The floor for nominations was closed. Mayor Wilson called for a vote for those in favor of appointing Mrs. Lambert and Mr. Dodd and Mr. Goolsby voted for her. Mayor Wilson called for a vote for those in favor of appointing Mr. Ogletree and Mr. Howard, Mr. Hewett, and Mr. Lawrence voted for him. Mayor Wilson voted in the affirmative for Mr. Ogletree to make the fourth vote to appoint him to the CVB Board.

### **APPROVE CDBG PROJECT FOR 2019**

Ms. Hall reviewed the two potential projects for the 2019 CDBG grant as water line upgrades to increase capacity in the Blount Street area and extension of sewer lines in the Bibb Mill area for those with failing septic tanks. Ms. Hall stated that both projects are good projects; the Blount Street project has been submitted twice and was not funded but would most likely had been funded in 2018 if the auditors had submitted the 2017 audit timely; the engineering is complete on the Blount Street project; and no engineering or preliminary work has been done on the Bibb Mill sewer line project.

Mr. Dodd offered a motion to submit the Blount Street water line project again for 2019. Seconded by Mr. Hewett, the motion carried unanimously.

### **ACCEPT LIMITED WARRANTY DEED FROM MONROE COUNTY CONVEYING PARK ON ENSIGN ROAD TO CITY**

Mr. Melton stated the only condition of the Limited Warranty Deed is that the City must break ground on a dog park within six months from January 6, 2019, which is the conveyance date.

Mr. Dodd offered a motion to accept the Limited Warranty Deed from Monroe County with the condition as stated by Mr. Melton. Seconded by Mr. Hewett, the motion carried unanimously.

### **APPROVAL OF ACCOUNTS PAYABLE INVOICES - \$393,656.24**

Ms. Hall reviewed invoices for each department for a grand total of all invoices of \$393,656.24.

Mr. Hewett offered a motion to approve the invoices for payment as presented. Seconded by Mr. Dodd, the motion carried unanimously.

### **APPROVAL OF REQUISITIONS GREATER THAN \$5,000**

- a. Pitts Electric Co – emergency transformer change out at Perdue Feedmill - \$6723.50
- b. BBP Sales – flow meter with installation - \$5787.50

Mr. Hewett offered a motion to approve the requisitions greater than \$5,000 as presented. Seconded by Mr. Dodd, the motion carried unanimously.

### **REPORTS**

#### **CITY MANAGER REPORT**

Ms. Hall offered the following report:

- Everyone should have received a draft of the letter to Norfolk Southern from Mr. Melton. He needs comments back so that the letter can be submitted to Norfolk
- Tree Board will hold Arbor Day event on February 15; trees on Johnston at Post Office have been removed by Public Works and Tree Board will plant dogwoods there; also will be giving out dogwood and crepe myrtles at Persons and United Banks on that day
- Spoke with Picked Okra regarding request submitted and approved at last council meeting for street closure; they will adjust the area blocked off to remain the appropriate distance from the church property
- Open House this Thursday at Conley Building at 5:30 pm for 10<sup>th</sup> anniversary of the Black History display that Rosemary Walker presents; display will be open to the public from 2/7 – 3/10 1:00 pm – 5:00 pm
- Sent out request to you from new owner of mobile home park on Boxankle Road for some relief on extreme water bill where vandals removed water heaters and broke pipes leaving water running on the ground; water has now been turned off and meter locked; property was purchased by new owner in November 2018, received 1<sup>st</sup> bill mid December and knew something was wrong as that bill was 114,100 gallons, had service cut off on her side then but additional water usage of

570,100 was used during time between reading and her having water cut off. Two months usage totals 684,200. If you write-off ½ of this, the bill would go from \$3905.16 (with penalties) to \$1975.51 (no penalties included).

- Carl needs headcount for those attending award banquet 2/23
- Meeting with USDA on Wednesday to review financing options for water/wastewater upgrade project
- Project update:
  - o American Legion – floor joist were rotten and have been replaced; tile for bathrooms and kitchen has been ordered, floors leveled and ready for tile once they dry; handicap ramps and porch work has begun
  - o Restroom at Splashpad – Most plumbing fixtures are installed; interior Painting is approx. 50% complete, exterior painting is mostly complete except for the doors and columns; electrical fixtures are scheduled for tomorrow and Wednesday; doors and frames should deliver tomorrow; partitions should install toward end of this week; heaters are installed; expect to be 100% by the end of next week.
  - o New city hall – sent letter for premises to be vacated immediately; cannot do asbestos testing until all property is removed from interior; survey is about 3 weeks behind schedule – field work complete but still needs a couple of weeks to produce drawings needed
  - o City Hall Annex – water tap for the additional service has been done and plumber has connected the separate service so now both buildings have their own electrical and water service; glass has been ordered for front of building; doesn't appear that work will be complete by Forsythia Festival to use the building as we have in the past
  - o Cemetery tank – back in service; outside painting is tentatively scheduled for March with temperatures permitting; cannot paint if tank is sweating so will need to have the right temperature inside tank and outside to paint as we will not be taking that tank out of service for painting
- Marco's Pizza is in the process of submitting paperwork for alcohol license; will submit to Mr. Melton once I have everything so advertisement can begin

#### **CITY ATTORNEY REPORT**

Mr. Melton stated that he has submitted a draft of the ordinance changes for the Building Naming Ordinance and asked if there were any comments regarding the draft. Mr. Hewett offered a motion to advertise the amendments to the ordinance. Seconded by Mr. Howard, the motion carried unanimously.

#### **MAYOR'S REPORT**

Mayor Wilson had nothing further to report.

#### **ADDITIONAL COUNCIL REPORTS**

Mr. Lawrence thanked Mayor Wilson for agreeing to hold a CPR class for the council members this Saturday.

Mr. Lawrence stated that he enjoyed the retreat but would like to see GMA move it out of Atlanta. Mayor Wilson stated that the primary advantage of holding the GMA Mayor's Day Conference in Atlanta is that it allows easy access to the Legislatures and to be able to hold Capitol Day.

Mr. Hewett stated that several street lights are still out in Betsy Lynn Subdivision.

Mr. Goolsby acknowledged the passing of Mr. Ken Bowman last week and his wife the week prior and stated that Mr. Bowman served in several capacities on boards for the city and would like to see council do something in his honor.

**PUBLIC COMMENTS (MAYOR WILSON TO REVIEW RULES FOR PUBLIC COMMENTS)**

**PUBLIC COMMENTS**

There were no public comments.

**EXECUTIVE SESSION**

Mr. Dodd offered a motion to adjourn into executive session for the purpose of personnel matters. Seconded by Mr. Hewett, the motion carried unanimously and council adjourned into executive session at 8:15 pm.

Mayor Wilson called the meeting back into open session at 8:22 pm.

**ADJOURN**

There being no further business to discuss, the meeting was adjourned at 8:24 pm.

Submitted by:

Janice L. Hall, City Manager