

**MINUTES**  
**FORSYTH CITY COUNCIL MEETING**  
**MAY 6, 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. Julius Stroud gave the invocation. In attendance for the meeting was Mayor Eric Wilson, Councilmembers Julius Stroud, Greg Goolsby, John Howard, Chris Hewett, and Melvin Lawrence. Also present was City Attorney, Bobby Melton; and City Manager, Janice Hall; City Clerk, Regina Ivie.

Councilman Dodd was not in attendance; therefore all unanimous votes will be five (5) votes. (Stroud, Goolsby, Howard, Hewett, and Lawrence)

**ADMINISTER OATH OF OFFICE TO REGINA IVIE FOR CITY CLERK/CUSTODIAN OF RECORDS**

Mr. Hewett offered a motion to appoint Mrs. Regina Ivie as Custodian of Records for the City pursuant to the City Charter. Seconded by Mr. Stroud, the motion carried unanimously.

Mayor Wilson administered the Oath of Office to Mrs. Ivie and congratulated her on the promotion.

**APPROVAL OF AGENDA**

Mayor Wilson stated that one amendment needed to be done to tonight's agenda. Remove agenda item that is requesting approval to advertise to amend Chapter 15 of City ordinance to add a section for disorderly house. This is no longer needed on the agenda as it has been determined to be in the City's code. And add an item for Friends of the NRA for a temporary alcohol permit.

Mr. Howard offered a motion to approve the agenda with the mentioned amendment. Seconded by Mr. Hewett, the motion carried unanimously.

**APPROVAL OF MINUTES OF THE APRIL 15, 2019 COUNCIL MEETING**

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

**U.S. CENSUS - TYRONE SMITH**

Mr. Tyrone Smith, Recruiter for the U.S. Census, came before council to review that the U.S. Census Bureau is hiring for the 2020 Census. Mr. Smith reviewed that the starting pay is \$14.50 per hour and that applicants must be at least 18 years of age, have a valid social security number, a valid email address, and pass a background check with fingerprints. Mr. Smith stated he would send information to Ms. Hall to get out to the citizens including the website and phone number to apply. Mr. Stroud asked that this information be added to the city website when it is received. Mr. Smith reviewed how important it is that every person is counted and is counted in the correct city or county stating that

in a disaster, GEMA and FEMA send assistance based on the last census count and that the number of State and Federal representatives are based on the census count.

**PUBLIC HEARING – VARIANCE REQUEST FOR 5 WEST ADAMS STREET TO ALLOW 15-FOOT VARIANCE FROM INTERSECTION, LOADING AND UNLOADING IN THE FRONT OF THE BUILDING, AND VARIANCE TO ALLOW FOR A 20-FOOT SETBACK FROM PROPERTY LINE – OWNER WES CONE**

Mr. Melton reviewed the variance requests are for parcel F26 108 at 51 West Adams Street; owner Wes Cone is requesting a 15’ variance from the intersection, to have a load and unload area in the front of the building, and a 20’ variance from the side setback. Mr. Melton stated that this comes as a recommendation from P&Z for approval.

Mayor Wilson opened the public hearing and asked for a show of hands of those in attendance in support of the variance requests and three (3) raised their hand. Mayor Wilson asked for a show of hands of those in attendance in opposition of the variance requests and no hands were raised.

Mr. Wes Cone, owner of the property, addressed council stating that in order to have the loading and unloading area at the existing door, he needs permission to encroach upon the intersection and the adjacent property closer than the ordinance allows. Mr. Cone stated that the front doors are the only entrance into the upper floor and must be used for people to enter with their items for the storage units.

Mr. John Ambrose, member of the Masonic Lodge, came before council stating that the Lodge is in favor of the project and requested that council approve the variance requests.

Hearing no further comments for or against the variance requests, Mayor Wilson closed the public hearing.

Mr. Hewett offered a motion to approve the variance request to allow for a 15 foot variance from the intersection, a variance to allow a 20 foot setback from property line, loading and unloading in front of the building. Seconded by Mr. Lawrence, the motion carried unanimously.

**PRESENT NATIONAL SMALL BUSINESS WEEK PROCLAMATION TO CHAMBER OF COMMERCE**

Mayor Wilson read and presented the Proclamation for National Small Business Week to Chamber President and CEO, Cheri Lance, Chamber Chairman; Keith Anthony; and Governmental Affairs Chairman, Todd Tolbert. Mayor Wilson commended the Chamber of Commerce on all that they do for the community.

**PRESENTATION ON DOMINO DOWN - PAUL PANELL**

Mr. Paul Panell, Monroe County Amateur Radio Society, presented a presentation on Domino Down which is an exercise that will be held on May 23 for Area 4 Communications. The presentation included the objective of the exercise, the scenario to be used in the exercise, who will participate, what will be covered and the expected results. Mr. Panell stated that the exercise will be stationed at

the Monroe County Hospital. Mr. Stroud asked if the Amateur Radio Society has communication activity with local agencies during storms and Mr. Panell stated not yet but hope to in the future.

**APPROVAL OF REQUEST FROM MONROE COUNTY AMATEUR RADIO SOCIETY TO HOLD OVERNIGHT EVENT IN COUNTRY CLUB PARK – CRAIG GLAZE**

Mr. Glaze reviewed the request and the activity planned stating they will begin setting up at 8:00 am on Saturday, June 22 and breakdown at 3:00 pm on June 23.

Mr. Goolsby offered a motion to approve the requested use for Monroe County Amateur Radio Society to hold overnight event in Country Club Park on June 22 and 23, 2019. Seconded by Mr. Stroud, the motion carried unanimously.

**PRESENTATION OF STATE CERTIFICATION TO POLICE DEPARTMENT – EDDIE HARRIS**

Mayor Wilson read and presented the State Certification plaque to Chief Harris and commended the department on a job well done.

Chief Harris presented Alicia Beckham, Certification Coordinator, with a plaque for her work on the department receiving the recertification. Chief Harris thanked the employees and families of the department stating that this is a team effort.

**INTRODUCTION OF NEW OFFICER – EDDIE HARRIS**

Chief Harris introduced new officers Jeremy Malone and Kevin Powell, stating that both officers come to Forsyth with over 10 years of previous law enforcement experience. Mayor and Council welcomed both officers to Forsyth.

**DEPARTMENTAL POLICY CHANGE – MANDATE TRAINING – EDDIE HARRIS**

Chief Harris called on Training Officer, Glyn Corbitt to review the requested policy change. Officer Corbitt reviewed that we have had issues with candidates attending mandate and not graduating for various reasons and the current policy does not spell out exactly when or if the City will pay for the candidate to return to mandate.

Mr. Hewett offered a motion to approve the amendment to the Police Department Policy regarding Mandate Training as presented. Seconded by Mr. Lawrence, the motion carried unanimously.

**APPROVE SECOND AMENDMENT TO THE CONTRACT FOR SOLID WASTE COLLECTION WITH ADVANCED DISPOSAL**

City Manager, Janice Hall stated that the City entered into the first agreement in 2013. In 2016 amended the contract to remove yard debris, new bid was awarded to Advanced Disposal. Ms. Hall reviewed the contract for Council. Cost will increase by 2.5% for the 5 years of the contract. All

containers will be changed by June 1st. Annual audit done each year by July 1st to ensure that billings are accurate.

Ms. Hall stated that prior to the 5 years ending that council will need to review the cost since we are barely breaking even with the pickup and yard debris. After the audit we are looking into taking over the commercial business from advanced disposal.

Mr. Hewett offered a motion to approve the 2<sup>nd</sup> Amendment to the contract with Advanced Disposal as presented. Seconded by Mr. Stroud, the motion carried unanimously.

#### **APPOINT VOTING DELEGATE FOR GMA ANNUAL CONVENTION**

Ms. Hall reviewed that the voting delegate will need to attend the Business Meeting on Monday, June 24 at 8:00 am. Ms. Hall stated that Mr. Lawrence has been the voting delegate for several years.

Mr. Stroud offered a motion to appoint Mr. Lawrence as GMA voting delegate. Seconded by Mr. Hewett, the motion carried unanimously.

#### **APPROVE FEE FOR CUPS TO BE SOLD IN DOWNTOWN ENTERTAINMENT DISTRICT**

Ms. Hall reviewed the invoice for the cups for the Downtown Entertainment District stating that 1,000 cups will be \$184.20, .18 cents per cup, there are 25 cups per sleeve and we will sell them by the sleeve, and the cost per sleeve to the city will be \$4.50. Ms. Hall recommended that the City sell a sleeve of cups for \$5.00. Mr. Stroud offered a motion to approve the recommendation so that discussion could be held and Mr. Howard seconded the motion. Mr. Hewett stated that Ms. Hall's recommendation is too low. Ms. Hall stated that it was previously discussed that we did not want to make money off the cups. Mr. Howard reviewed that the ordinance was brought forward and passed as another means to promote downtown and not a way to make money. Mayor Wilson stated that the Downtown Entertainment District is a way to create a pedestrian friendly downtown and encourage people to visit several locations while downtown and not just stop to eat. Mayor Wilson stated that the rationale behind the city selling the cups was to maintain some control over who has the cups and who is providing the cups. Hearing no further discussion, Mayor Wilson called for a vote on the motion to sell the cups for \$5.00 per sleeve and the motion carried unanimously.

#### **APPROVAL OF TEMPORARY ALCOHOL SALES PERMIT FOR FRIENDS OF THE NRA FOR MAY 9, 2019 AT THE MONROE COUNTY CONFERENCE CENTER**

Ms. Hall reviewed the temporary alcohol sales permit stating that Mr. Ambrose was not aware that a permit was required and submitted the application this afternoon. Ms. Hall stated the event is this Thursday, May 9 at the Monroe County Conference Center. They will be serving beer, wine and liquor.

Mr. Hewett offered a motion to approve a temporary alcohol sales permit for Friends of the NRA, Seconded by Mr. Lawrence, and the motion carried unanimously.

**APPROVE NEW POSITION AND BUDGET FOR FACILITIES MANAGEMENT**

Ms. Hall stated the many reasons as to why this position is needed. A job description has been written to include the duties this new position would be responsible for. Public works and the electric department are currently doing tasks that this position would be responsible for. A spreadsheet has been provided indicating the new budget for an \$18.00 an hour job. Classes, and specific skill sets are necessary for this position. One thing that is needed immediately is training for the Splash pad to maintain the chemicals on a regular basis.

Mr. Hewett offered a motion to approve the new position and budget amendment for position as presented. Seconded by Mr. Howard, the motion carried unanimously.

**APPROVAL OF BUDGET MOVES TO BALANCE FOR 2018 AUDIT**

Ms. Hall explained the need for the budget moves due to the audit. The moves between accounts were further explained by Ms. Hall based on the spreadsheet provided. Ms. Hall explains that these budget adjustments are necessary due to GASB standards to be at or below their budget at the departmental level.

Mr. Hewett offered a motion to approve the 2018 budget adjustments as presented. Seconded by Mr. Lawrence, the motion carried unanimously.

**APPROVAL OF ACCOUNTS PAYABLE INVOICES - \$466,196.02**

Ms. Hall reviewed invoice totals for all departments for a grand total of all invoices of \$466,196.02. Ms. Hall spoke of each departments totals before council.

Mr. Hewett offered a motion to approve the accounts payable invoices as presented. Seconded by Mr. Stroud, the motion carried unanimously.

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

- a. Hickman Auto Sales – replace prison van - \$7,500
- b. ADC – 990 gallons of captor for SWWTP - \$7484.40
- c. ADC – 990 gallons of captor for SWWTP - \$7484.40
- d. Georgia Hydrant – emergency insertion of 6” valve at KOA - \$6,000
- e. Calibration Controls Automation – material & labor to install 10 hp Flygt motor and pump assembly for SWWTP - \$15,264.87

Ms. Hall stated that the 990 gallons of captor from ADC is not a duplication, that due to the size of the storage container we can only order 990 gallons at a time and place an order every two weeks.

Mr. Stroud offered a motion to approve the requisitions greater than \$5,000. Seconded by Mr. Howard, the motion carried unanimously.

## **REPORTS**

### **CITY MANAGER REPORT**

Ms. Hall offered the following report:

- Continue to work with CGEMC to transfer electric service for BOE lift stations over to city accounts; KB Sutton was a simple transfer of name from BOE to City but having to build service to lift station at TG Scott due to originally just connected to one of the buildings
- Hometown Harmonies concert this past Saturday; rain held off until concert time; thanks to the locals that came to perform and to listen – may try that again at a later date
- 1<sup>st</sup> event held in American Legion Hall building after renovations; still have work to do but work in bathrooms and kitchen looks great; will need to look at back porch even if only to replace the rails; was told there previously was a huge attic fan that really helped to pull the hot air out and we will look at cost to install; will return with additional work and cost in the near future
- Exterior of City Hall Annex should be complete by end of next week; met with DDA to discuss interior work and contractor working on a revised quote for work to be done; will need to repair the sprinkler system before too much interior work is done just in case there are leaks; getting cost to enter restrooms from lobby rather than hallway
- Tractor side-winder mower had a motor go out and is taking a while to get the replacement parts in; should come in this week and get mower back out cutting
- Little Johnston's will be filming on May 12 – you approved the street closing with tentative dates – meeting with the filming crew this week to see if they want to use City Hall Annex in its current condition as their staging and break area
- Regina and I will be working with Shredding company Wednesday to shred about 50 boxes of documents at City Hall Annex; this will free us up to know what we have left that needs to be moved and where it needs to be moved to; huge thank you to Regina for her help moving files at City Hall Annex – she has really come in and stepped right in to help where she is needed
- Bobby and I have received SPLOST bond paperwork to review for the 2020 SPLOST bond; we will be bonding 75% of projects that can be included which is everything except \$500,000 for streets/bridges – total of our portion of bond will be \$2.5 million
- Corrections to Zoning Ordinance – Corridor Overlay has been sent to Mr. Melton; he recommends taking to P&Z first then to council; we will present at their May meeting and bring this and any additional amendments before council for a public hearing
- Reminder that GMA will attend the May 20 council meeting to review the cost study on the retirement to change to an alternative retirement Rule of 75 for either the entire city or just for public safety

- Working with new owner of Devi Foods for the beer & wine license; should have everything this week, then will get that to Mr. Melton for him to advertise; depending on when all information is received, could possibly have public hearing on June 3
- Property owners along I75 may have received letters from GDOT; initial letter that went out month or so ago looked like a scam – a property owner brought their letter to me and I called GDOT to find out what was going on; he investigated and responded back that this is just a notification to the property owners that GDOT personnel may be on their property doing some initial investigations; letter asked about locations of septic tanks but GDOT stated this was not being looked at at this time
- Splashpad – working out some ongoing issues; every time we get one thing corrected another breaks; Carlos was able to temporarily correct the issues with the check-valves that were installed incorrectly and he resealed the pad; unfortunately the repair that was made to the float in the tank did not hold so we will get someone to completely redo that float; waiting on replacement sensors for chemical but the ones in place seem to be holding their own; personnel are checking the chemical and tank levels every 2 hours to make sure remain within acceptable levels
- I am still waiting on Country Club Park survey from Coleman & Associates
- CVB has new pad maps that they are providing to local businesses and hotels
- We have hired AP/PY clerk; she will start first week of June
- TSW has asked if we would be willing to go door-to-door to get input from people in the areas surrounding the parks; they are willing to provide us with a quick survey/list of questions if we would like to do this; there were only 9 non-city people that came for the 7 hour open house forum to give input on the parks; TSW would like councils thoughts on this idea or if you have any other ideas on how to get to input from the park neighbors.
- Received the GMA District 6 ballot today which is due back to GMA no later than 5/31; will place on 5/20 agenda
- Farmers Market started back up for this year on Friday; will setup in same location behind Persons Bank every Friday noon-6:00; thank you to Mr. Otis Ingram for allowing us to use the vacant lot again this year for the Farmers Market
- Next concert is June 1 with Velvet Runway
- Georgia Trust tours on June 8
- Work session with architects – May 15 at 5:30

Mr. Hewett stated that we should revisit installing an air conditioning system with floor vents in the American Legion Hall building.

Mr. Stroud stated that Barbara and LaMarcus Davis are having problems with water run-off in their yard and have had to replace a pump several times.

Mr. Howard stated that the grass is not being cut regularly on the right-of-ways on Freeman Avenue.

Mr. Hewett stated that our guys work hard but they leave a lot of areas especially on corners like at Powerhouse and Frontage Road and they need to do a better job.

#### **CITY ATTORNEY REPORT**

Mr. Melton had nothing further to report.

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

Mayor Wilson stated that Forsyth lost a great citizen with the passing of former Mayor Paul Jossey and offered condolences to the family.

Mayor Wilson stated that the Robert Knox Institute will be held on August 27-30. Mayor Wilson stated this training is a requirement for the 120 hour certificate and requested that council approve for him to attend this training. Mr. Stroud offered a motion to approve the training as requested by Mayor Wilson. Seconded by Mr. Hewett, the motion carried unanimously.

Mayor Wilson stated that he was at the Splashpad yesterday and there were 23 very happy kids enjoying the Splashpad.

#### **ADDITIONAL COUNCIL REPORTS**

Mr. Lawrence stated that he had a couple of issues to get with Ms. Hall about tomorrow.

Mr. Lawrence asked if anyone had anything that needed to be brought up at the Chamber of Commerce meeting to let him know.

Mr. Stroud asked the status of the Annexation Plan and Ms. Hall stated with the hiring and promotion of Mrs. Ivie, she will now be able to get back on projects such as the Annexation Plan and others.

Mr. Stroud asked if we could discuss with the Railroad to keep the crossing at Indian Springs Drive open and make it one-way from Indian Springs toward Railroad Avenue. Mr. Howard stated that the Railroad will pressure DOT to push closing the crossing. Mr. Melton stated that he has not received any type response to the letter that he sent on behalf of the City and will research to see if there is a timeframe for them to respond.

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

#### **PUBLIC COMMENTS**

No one came forward for public comments.

#### **ADJOURN**

There being no further business to discuss, the meeting was adjourned at 7:47 pm.

Submitted by: Regina L. Ivie, City Clerk