

MINUTES
CITY OF MCDONOUGH
CALLED CITY COUNCIL MEETING
CITY HALL-136 KEYS FERRY STREET
NOVEMBER 19, 2016
8:00 AM – 12:00 PM

The Called Meeting of the City of McDonough City Council was held on Saturday, November 19, 2016, in McKibben Chambers at 8:00 a.m.

Mayor Copeland called the meeting to order at 8:00 a.m.

The City Clerk called the roll for the meeting, as follows:

Mayor Billy Copeland	Present
Mayor Pro Tem Roger Pruitt	Present
Councilmember Craig Elrod	Present
Councilmember Benjamin Pruitt	Present
Councilmember Rufus Stewart	Present
Councilmember Kamali Varner	(Arrived shortly after the meeting began)
Councilmember Sandra Vincent	Present

Others in attendance for the meeting were: City Administrator, Mr. Keith Dickerson; City Attorney, Ms. Leigh Hancher; City Clerk, Ms. Janis Price; Police Chief, Mr. Preston Dorsey; Fire Chief, Mr. Steve Morgan; Human Resources Director, Ms. Carla Tuck; Finance Director, Mr. Mike Clark; Community Development Director, Mr. Rodney Heard; Public Works Director, Mr. Ronnie Thompson; and Technology Services Director, Mr. Steve Sikes.

Mayor Copeland called for a motion to approve the Agenda. Mayor Pro Tem Pruitt motioned, and Councilmember Elrod seconded. The vote was six in favor. Those voting in favor were Mayor Copeland, Mayor Pro Tem Pruitt and Councilmembers Elrod, Pruett, Stewart and Vincent. Councilmember Varner was not present for the vote.

Councilmember Elrod led the Pledge to the Flag; and Councilmember Vincent gave the Invocation.

The following City of McDonough Department Heads presented updates to Mayor and Council:

Steve Morgan – Fire Department

- Office addition has been completed at Station 51
- Work on bay extension at Station 52 will begin in about two weeks

- 85 percent of all calls are medical with approximately 3,300 calls for 2016
- Discussions are ongoing with the County regarding adding a rescue unit at Station 51.

Councilmember Vincent requested that the City Attorney review the documents regarding previous agreements with the County on adding an ambulance at the City of McDonough Fire Department, and Ms. Hancher agreed.

Further discussion ensued relative to the projected needs of the City's Fire Department and the appropriate use of land near McDonough Parkway which was previously allocated for a third fire station.

Preston Dorsey – Police

- The Police Department's Public Service Program will begin in January 2017.
- State accreditation process will be finished in early 2017.
- Municipal Courthouse is almost complete.
- Municipal Court will be increased to three days per week around March of 2017.
- Two Clerks and two part-time bailiffs will be added to court personnel.
- Officers will complete training in self-applied tourniquets in the case of injury, which they will carry on their person when on duty
- Officers will receiving training and be provided with nasal spray opiate overdose kits

After the presentation, discussions took place relative to projected staffing needs of the police department and ongoing drug trends in the City of McDonough. Chief Dorsey said that members of the Drug Task Force have put together a slide presentation for Mayor and Council that will address those issues, which should be ready to present in January or February of 2017.

Carla Tuck – Human Resources

- Health Insurance renewals have been challenging as a result of high claim volumes for the City
- To keep the current insurance plan, it would require a 23 percent rate increase
- We are looking at different plan options, but costs will increase
- Need to have open enrollment for employees by the week of December 5 to meet Flexible Spending Account deadlines
- Personnel Policy is being updated and should be ready for review in January
- Human Resources is working towards becoming paperless through scanning in documents in to Laserfiche.

There was further discussion regarding possible options for healthcare coverage for the City which Ms. Tuck will review.

Steve Sikes – Technology Services

Mr. Sikes offered a handout which included a public access Wi-Fi disclaimer. He also brought a microwave dish to the meeting to explain the advantages of utilizing microwaves in lieu of wired access points.

- Bandwidth at City Hall has been increased from 40 mb to 100 mb, which will improve Wi-Fi in the parks and throughout the square
- Microwave dishes have been mounted at Sloan Street, Richard Craig Park and City Hall as of 11/16/16
- SPLOST IV Funds were used to purchase Barracuda Web Security to filter the public access Wi-Fi
- The name of the public Wi-Fi access that is being considered is CITYLINK.
- The Wastewater Plant has been connected to the City internet through a fiber lease with Charter
- Will be requesting to update connections at Main Street and the Water Plant at next Council Meeting.
- Polk Building has 1 gig of City-owned fiber
- Access points will be added to Alexander Park, Big Spring Park, Rufus Stewart Park, and two will be added at Richard Craig Park, with the possibility of adding cameras for security

Mike Clark – Finance

Mr. Clark offered a handout to Mayor and Council as an outline to his presentation and discussion took place on the following topics:

- Pursuing OpenGov software to make financial information for City readily available
- Need to work on cash flow projections going forward
- Fund balance for 6/30/2016 is approximately \$6,450,000.
- Working towards strengthening internal controls and continuing to revise and adopt financial policies
- Working to reduce the number of bank accounts, and three accounts have been closed thus far
- Street light audit by Georgia Power has been completed
- Considering equipment leasing options to lower costs
- Working to reduce inter-fund balances in an effort to improve Bond Rating.
- Property tax collections are due as of 11/15/16; and 20 percent have been collected through 10/31/16.
- The insurance premium tax received is \$1,374,300, which is \$104,300 over budget

- Commercial and Residential Permits continue to exceed budget expectations
- \$20,000 grant for police department was received in October 2016.
- The City has made attempts to collect stormwater fees from the Water Authority and the Board of Education, and will continue to do so.

Rodney Heard – Community Development

Mr. Heard offered a handout to go along with his presentation regarding Community Development, and gave a brief update on the following items:

- 2016-2017 Annexation Project
- Unified Development Code (UDC)
- Comprehensive Plan Update (2018)
- Capital Improvement Update for 2016 (FY July 2014-June 2015)
- Community Development Team Performance (January-October 2016)

Mr. Heard presented information relative to three scenarios for the Annexation Projects. Discussion ensued relative to the areas that would be considered and the total acreage that would be added to the City as a result of the different scenarios. After the presentation, discussions took place about the continued growth within the City and the projected staffing needs in the coming year. Councilmember Elrod expressed concern over ongoing issues with abandoned buildings within the City, and Mr. Heard made the following suggestions:

- Create a Public Relations campaign regarding Code Enforcement and interactions with citizens
- Possibly add a Code Enforcement Division with a manager and two staff member

Councilmember Vincent offered an alternative perspective regarding elderly citizens who have been negatively impacted the past over code enforcement issues. She suggested that sensitivity and counter balances be put in place to offer assistance to those in need. Discussions continued and Councilmember Elrod expressed that each case should be considered individually. Councilmember Vincent also discussed issues with the Jonesboro Road corridor as an entrance to the City, and expressed concerns about design standards in that area.

Councilmember Stewart reiterated Councilmember Vincent's concerns for the need for understanding and sensitivity when dealing with Code Enforcement issues with the citizens of the City.

At the conclusion of Mr. Heard's presentation, a short break was taken.

Upon returning to the meeting, Mayor Copeland announced that he had a previously scheduled speaking engagement and would be leaving at 11:30 a.m. He noted that he would turn the meeting over to Mayor Pro Tem Roger Pruitt at that time.

Ronnie Thompson – Public Works

Mr. Ronnie Thompson presented a handout with his review of projects and work assignments for Public Works. Some of the items he discussed are listed as follows:

- Working on sidewalks, curbing and the stormwater at Phillips Drive.
- The driveway entrance and parking area of the cemetery addition are complete
- Working to get an estimate for relocation of utilities for one-way pairs
- Bid opening for CDBG Project at Johnson Street and Lyman Stringer Drive scheduled for November 30, at 2:00.
- Field survey is complete for sidewalk connectivity
- Adding a 5th basin and filter at Water Treatment Plant
- Adding an additional digester and press room at the Waste Water Plant
- The 2017 road listing for LMIG road paving has been approved by Mayor and Council
- The plans are completed and a scheduled bid opening is set for December 5th for Alexander Park
- Survey has been completed and clearing of underbrush has begun at Jonesboro Park
- Phase 1/Environmental Study has been completed along with the survey for Avalon Park, and the property is being cleared for an entrance and parking lot

Mr. Dickerson commented on a brief update regarding Jonesboro Road, the County has no money left for this but maybe they could do some of the stormwater work. Councilmember Varner discussed the parking at Avalon Park and suggested that the City contact GRTA Express Service as well as the County regarding landscaping and other issues.

City Administrator Keith Dickerson began his list of discussion items knowing that the list could not be completed.

Amending the Ethics Ordinance

- Trying to contact GMA for recommendations for new format
- Need clearer steps regarding processes and forms
- How does Council want to proceed?

Councilmember Elrod expressed that the recent Ethics Hearing that took place was unfair to everyone involved, and suggested that the Ordinance should be amended to include utilizing a hearing officer from a pool of attorneys to hear and investigate these issues in the future. Mayor Pro Tem Pruitt asked for examples of what other cities are doing in relation to Ethics issues.

Mr. Dickerson suggested that GMA would be able to offer guidance in updating processes and forms as they relate to Ethics issues. Councilmember Vincent commented she would also like to

see several examples of other cities' ordinances for comparison. Ms. Hancher offered to provide a copy of the original ordinance and any changes that have been made to the City's ordinance. Mr. Dickerson suggested that further discussion on this issue should take place at the Annual Retreat, once everyone had an opportunity to review additional documents.

Annexations

- Will be meeting with representatives to ensure that we are meeting their deadlines
- Will be meeting with attorney to prepare for going to legislation
- Plan for a public meeting for viewing plans and receiving public input for project
- Currently gathering information and numbers
- Looking at the additional expenses and how the land might best be used
- Consultant working to finalize feasibility study
- The Community Development Director will have two weeks to review the feasibility study
- Should be ready to present the results of the study at the December 13th Council Meeting

City Attorney Leigh Hancher discussed some of the deadlines and processes that will continue to take place before the next projected date for the Legislative Session.

Before Mayor Copeland left the meeting, he offered a few closing thoughts:

- Thank you to the citizens who were in attendance for the meeting
- Thank you to the Council for attending the mini-retreat
- Miss Georgia USA and the Miss Georgia Teen USA Pageants would begin at 3:00 p.m., and 7:30 p.m., at the Performing Arts Center.

Mayor Copeland excused himself from the meeting, and Mayor Pro Tem Pruitt presided over the remainder of the meeting.

Mr. Dickerson continued his discussion items as follows:

SPLOST III and IV Projects

- The City bonded \$624,000 for 911 upgrades
- Resolution will be forthcoming to move forward
- North end of McDonough Parkway is moving forward with purchasing right of ways, and they are ready to build across Highway 155.
- South end of McDonough Parkway to Henry County Parkway is still dealing with landfill issues

Monthly Workshop meeting start time

- It was suggested to have the Workshop Meeting either at 10:00 am or at 2:00 PM
- Henry County has one of their meetings at 9:00 am and it is well attended

- If one of the City's meetings was held during the workday the Staff could attend and stay for the entire meeting
- Citizens who work at night cannot attend any night meeting
- Councilmember Vincent and Councilmember Varner said they would not be able to attend a meeting held during the daytime

Future use of the current court building

- Suggestions were: lease for a church, allow non-profits to use the building, Tourism is interested in leasing the building, various groups to use the building, This could be a project for the DDA, create a library, used as a resource center
- City Administrator will look into other options

Summer Youth Program (RFP)

- It was agreed that a Request for Proposal (RFP) would be put out for the 2017 Summer Youth Program. Council wanted to review the RFP before it went out to the Public.

Tomlinson Road

- Not interested in sending trucks back to the Square
- If gravel road, no stormwater involved but would wash out easily
- Decision will not be based on one business

Bridges Road Property

- Council will need to decide on the usage for this property
- Please give either Keith or Rodney any ideas you may have
- Senior Housing was suggested
- Councilmember Vincent would like to be involved in any discussions for this use since this is in her district

Mayor Pro Tem Pruitt thanked all persons attending the meeting. Items not discussed will be postponed to a future meeting. Mayor Pro Tem Pruett called for a motion to adjourn. Councilmember Elrod motioned, and Councilmember Pruett seconded. All stood in favor.

The meeting was adjourned at 12:00 p.m.

Janis E. Price, City Clerk

OPEN MEETINGS COMPLIANCE NOTICE: This is a called meeting of Mayor and Council of the City of McDonough duly noticed pursuant to the requirements of the Georgia Open Meetings Law (O.C.G.A. § 50-14-1, et seq). Notice of the meeting was published in the Henry Herald on November 2, 2016; and a copy of the meeting agenda was posted at City Hall and on the City's website.