

**CITY OF METTER
REGULAR MEETING
MONDAY, JUNE 13, 2016
7:00 P.M.**

A regular meeting was held at City Hall on Monday, June 13, 2016 at 7:00 p. m. in the Council Chambers.

Attending the meeting were the following officials:

Mayor Billy Trapnell
Mayor Pro tem Chyrileen Kilcrease
Councilman Ed Boyd
Councilman Gregory Thomas
Councilwoman Marsha Colson
City Manager Mandi Cody
City Clerk Angie Conner
Chief of Police Mack Seckinger
City Attorney Brent Carter
Metter Classic Main Street Director Jaime Riggs
Carvy Snell, Metter Advertiser

Attending the meeting were the following guests:

Andre Donaldson – Streets & Lanes Employee
Glennell Eason – Streets & Lanes Employee
Carl Kennedy – Streets & Lanes Supervisor
Catherine Muse – Archway Professional
Dustin Durden – Pineland Telephone
Brian Aashiem – Pineland State Bank
Stephen Snell – Pineland State Bank
Shelly Strange – Animal Shelter Volunteer
Anna Trapnell – Intern – Candler County Chamber of Commerce/Welcome Center
Laura Vines - Citizen

CALL TO ORDER AND WELCOME

Mayor Trapnell called the meeting to order and welcomed everyone.

PLEDGE OF ALLEGIANCE

Councilwoman Kilcrease led the Pledge of Allegiance.

INVOCATION

Councilwoman Colson gave the invocation.

APPROVAL OF AGENDA

Councilwoman Kilcrease made a motion to approve the agenda deleting Item (e). Councilman Thomas seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

Councilwoman Colson made a motion to approve the following minutes:

Regular Meeting – May 9, 2016

Councilwoman Kilcrease seconded the motion and the vote was unanimous.

GUEST RECOGNITIONS

Mr. Brian Aashiem, representing Pineland State Bank, was present at the work session to present a “Bloom Where You Are Planted Award”. He explained that the staff at Pineland State Bank decided to implement an award for people in the community that don’t get recognized on a day to day basis for a job well done. Mr. Aashiem presented the awards to Andre Donaldson, Streets and Lanes Employee, Glennell Eason, Streets and Lanes Employee, and Carl Kennedy, Streets and Lanes Supervisor.

OLD BUSINESS

There was no old business to report.

NEW BUSINESS

Land Use Lease between City of Metter and Central of Georgia Railroad Company

Councilwoman Kilcrease made a motion to approve a land use lease between Central of Georgia Railroad Company and the City of Metter for the placement of a decorative Metter city limit/welcome sign within the Central of Georgia Railroad company right-of-way along Highway 46 East for the sum of \$360 per year. Councilman Boyd seconded the motion, and the vote was unanimous.

Pineland Telephone Request to Encroach on Public Right-Of-Way for Handicap Ramp, Porch Addition, and Brick Planter

Ms. Cody explained to mayor and council, during the work session, that she has received a request from Pineland Telephone for construction of a handicap ramp to encroach in the public right-of-way three (3) feet four (4) inches and a porch addition and brick planter to encroach one (1) foot six (6) inches into the public right-of-way. Councilwoman Kilcrease made a motion to consider a request from Pineland Telephone for construction of a handicap ramp to encroach in the public right-of-way three (3) feet four (4) inches and a porch addition and brick planter to encroach one (1) foot six (6) inches into the public right-of-way. Councilman Boyd seconded the motion. Ms. Cody informed mayor and council that the existing steps are already encroaching on the right-of-way. She said that she met with representatives from Pineland Telephone looking for a compromise. She said she would like to get council’s opinion. Ms. Cody said that the city could accomplish this request by either a quit-claim deed or by an easement. Councilman Boyd and Councilwoman Colson liked the idea of an easement. Councilman Boyd said that his concern is that the city would be setting a precedent. He said that the city needs some kind of formula in case this issue comes up again with other property owners. He said he is not opposed; we just need some kind of formula. Mayor Trapnell said that Pineland Telephone has always sent a bucket truck to decorate and un-decorate the City Christmas Tree. Mr. Durden said that Pineland could put a dollar amount on it. Ms. Cody said that the public should be compensated for the use of the property. A small parcel like three (3) feet the city can deal directly with the property owner but a larger portion has to be offered for public sale. Ms. Cody said that we can deed the property or give a permanent easement. We can include a revision tool where it will revert back to the city if Pineland doesn’t use it anymore. Councilman Boyd made a second motion to convey the requested property to Pineland Telephone and to include a revision that if they cease to use it then it reverts back to the city. Councilman Thomas seconded the motion, and the vote was unanimous. Mayor Trapnell called for a vote on the original motion made by Councilwoman Kilcrease. The vote was unanimous to approve the motion.

Pineland Telephone Request to Acquire City of Metter Property on W. Lillian Street

Councilwoman Kilcrease made a motion to consider a request from Pineland Telephone to acquire City of Metter parcel shown as Parcel 2, 0.392 acres, on survey dated April 12, 2016, located on W. Lillian Street. Councilman Boyd seconded the motion. Mr. Durden explained that the property is approximately sixty (60) feet wide and Pineland Telephone owns the property on both sides. Ms. Cody said that she is not sure we can do that

because there is a statute that may not allow it. City Attorney Brent Carter stated that the city can't just deed the property; they would have to offer it by bid. The city could accept or reject any or all bids. Councilwoman Kilcrease withdrew her motion and Councilman Boyd withdrew his second. Councilwoman Kilcrease made a new motion to table this issue until further notice from Pineland Telephone. Councilman Boyd seconded the motion, and the vote was unanimous.

Request from Ms. Faye Cardell for the City to Abandon an Alley-Way

The next item on the agenda was a motion to consider a request from Ms. Faye Cardell to abandon City of Metter alley-way shown as Parcel B, 0.112 acres, on survey dated April 12, 2016, located on Simmons Street. Mayor Trapnell said that theoretically the alley goes through Leon Cardell's property, which has been fenced-in for years. City Attorney Brent Carter recommended that council table this issue until title work has been completed to see who owned the property previously. Councilman Boyd made a motion to table this issue until title work is complete. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Ordinance Ratifying the Mayor and Council's Agreement with City Manager Mandi Cody

Councilwoman Colson made a motion to approve an Ordinance Ratifying the Mayor and Council's Agreement with City Manager Mandi Cody. (Second Reading) Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Resolution Extending the FY2016 Budget

Councilwoman Kilcrease made a motion to approve a Resolution extending the FY 2016 budget for each fund of the City of Metter until July 31, 2016 or until a Fiscal Year 2017 budget is adopted, if sooner. Councilman Boyd seconded the motion, and the vote was unanimous.

Housing Authority Commission Appointment – Angela Mack

Councilman Thomas made a motion to approve the reappointment of Angela Mack as Residential Commissioner of the Metter Housing Authority for one year. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

Executive Session

Councilwoman Colson made a motion to go into executive session to discuss personnel and to include Mandi Cody, City Manager and Brent Carter, City Attorney. Councilman Thomas seconded the motion, and the vote was unanimous.

After the discussion was complete, Councilwoman Colson made a motion to close the executive session and reopen the meeting. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

MAYOR'S REPORT

Mayor Trapnell did not have a report. He did mention that Mr. Jim Crowdis, a former employee of DCA, passed away.

STAFF REPORTS

City Manager's Report

Ms. Cody reminded the mayor and council of the GMA Convention on June 24-27, 2016 in Savannah.

Ms. Cody informed the mayor and council that Richard Deal's office is auditing the disbursement and recognition of fines revenue. This was a finding in the FY 2015 audit report. They are going to present the city with a plan to correct this issue.

Ms. Cody informed mayor and council that the GA Criminal Justice Coordinating Council (CJCC) completed an audit on the GBI Office which included the City of Metter since we are the fiscal agent of the grant, City of Metter/Southeastern Regional Drug Enforcement Office Grant. There were a few findings that they would like for us to correct by next audit time but nothing that will hold up or delay the grant. We will correct the area of findings.

Police Department Report

Chief Seckinger submitted a written report. He also stated that the auditors are working disbursement and recognition of fines revenue. He said that the officers worked Interstate 16 over the Memorial Day Holiday and wrote tickets to people driving over 90 miles per hour. The police department is short two officers and these positions need to be filled. The Sheriff will swear-in our officers so we can assist outside the city limits if needed. The Police Department should be able to move to the new location on East Lillian Street in July. The Metter Police Department will host the meeting for District 6 of the Chiefs of Police Association on June 23, 2016 at the depot.

Public Works Report

Mr. Hendrix submitted a written report.

Metter Classic Main Street Report

Mrs. Riggs introduced Anna Trapnell. Anna is the Mayor's granddaughter. She is an intern at the Chamber of Commerce/Welcome Center. She is working on several projects.

Mrs. Riggs reported the following:

- Archway historic preservation students have started the business and landmark research project. Students will compile a database of historic downtown landmarks and this will hopefully lead to designing a new downtown masterplan.
- The Chamber newsletter is currently highlighting all downtown business specials that are referred to the office by noon Thursdays. The newsletter also features any available downtown property that owners want to promote in the news.
- Shop, Buy, Think, Dine Local FIRST Campaign is in the paper and Good Morning Metter e-news.
- Ribbon Cutting was held May 4th for Georgia Hometown Realty.
- In May we met with the GA Department of Tourism to begin planning an application for the Tourism Product Development Resource team program.
- Sweet Southern Christmas Stroll planning will begin in July.
- Currently working with several building owners to help promote the lease or sale of their space.
- Signage Update: The Rural Enhancement and Beautification Council Grant applications are being reviewed and we should find out this week if we were awarded a grant for landscaping at the Hwy 121 South location.
- Tourism report was distributed.

Fire Department Report

Chief Douglas submitted a written report.

Administration Report

Mrs. Conner informed mayor and council that she and Ms. Cindy Collins attended a workshop on Calculating the Millage Rate. The instructor went over how millage rates are calculated and when they are due. He also went over the advertisement process.

Regular Meeting, June 13, 2016

Mrs. Conner reported that the Financial Disclosure reports are due by July 1, 2016. Everyone has completed their forms. The Campaign Disclosure reports are due by June 30, 2016. Each council member has completed the Affidavit that you would not collect over \$2,500.

GMA will be offering the final Revenue Forecasting and Budgeting Workshop through a live webcast. It will be June 15th from 2-4 p.m.

We have started having weekly staff meetings. We are able to get the agenda ready earlier for council. We will have them ready by Tuesday afternoon before the meeting on Monday.

ADJOURNMENT

After no further discussion, Councilwoman Kilcrease made a motion to adjourn the meeting. Councilwoman Colson seconded the motion, and the vote was unanimous.

The meeting was adjourned at 7:40 p.m.

Angie Conner, City Clerk

William M. Trapnell, Mayor