Council Agenda
City of Eatonton
201 North Jefferson Avenue
Eatonton, Georgia 31024
(706) 485-3311
June 15, 2015

1. 7:00 PM Call to Order

2. Invocation: Councilman Charles R. Haley

3. Approval of Minutes: Attachment #1

4. Public Comments:
   Reading of Rules for Public Comments:

5. Old Business:
   A.

6. New Business:
   A. Main Street Report
   B. Proposed Resolution to Ratify the Action of the Mayor in Applying for the 2015 Health Promotion Grant Attachment #2
   C. Discussion and Possible Action Regarding the Appointment of a Proxy for the GMEBS, Workers’ Compensation Self-Insurance Fund, and GIRMA Annual Meeting Attachment #3
   D. Proposed Resolution to Accept a Bid Response from Middle Flint Council on Aging for Providing Meals for the Congregate Meals Program Attachment #4
7. Committees Report:
   - Finance and Personnel – Council Member Harvey C. Walker, Jr.
   - Public Utilities – Council Member Alvin Butts
   - Streets, Buildings and Grounds – Council Member William C. Mangum
   - Zoning and Ordinances – Council Member Teresa Doster
   - Environmental – Council Member Charles R. Haley
   - Community Development – Council Member Alma Stokes
   - Public Safety – Council Member James A. Gorley
   - City Administrator – Gary Sanders
   - City Attorney – Christopher D. Huskins
   - City Clerk – Sarah Abrams

8. Executive Session:

9. Motion to Adjourn:
City of Eatonton Council Meeting
Tuesday, June 2, 2015 at 7:00 pm
Eatonton City Hall, 201 North Jefferson Avenue, Eatonton, Georgia 31024

Elected Officials Present:
   Mayor John Reid
   Mayor Pro-Tem Harvey (Chip) Walker, Jr.
   Councilman Alvin Butts
   Councilwoman Teresa Doster
   Councilman James A. Gorley
   Councilman Charles R. Haley
   Councilman William Mangum, Jr.
   Councilwoman Alma Stokes

Staff Members Present:
   City Administrator, Gary Sanders
   City Attorney, Christopher Huskins
   City Clerk, Sarah Abrams
   Chief of Police, William K. Lawrence

Mayor John Reid called the Council meeting to order at 7:00 P.M.
Councilman James Gorley called for a Moment of Silence for the Invocation.

Motion was made by Butts and seconded by Doster to adopt the minutes from last meeting with any necessary corrections. Motion carried by a vote of 7-0 with one correction. (Page 7, 3rd paragraph Clarify I, for City Administrator Sanders)

Public Comments:
   • Janet Kelhoffer – Sublease for Community Center
   • Mylle Mangum – PCC Sublease
   • Judith Martinec – Lake Oconee Community Church-Youth Alliance Special Event Pouring License

Motion was made by Stokes and seconded by Mangum to add Public Comments items to the Agenda (Sublease for Community Center, PCC Sublease and Lake Oconee Community Church - Special Event Pouring License) Motion carried by a unanimous vote of 7-0.

Motion was made by Doster and seconded by Haley to hear from all who signed in to speak under Public Comments section. Motion carried by a unanimous vote of 7-0.
Mayor Reid advised, persons speaking on behalf of the school lease would be held in reserved and would be recognized to speak when the proposed Lease Agreement between Eatonton-Putnam Arts Foundation and the City of Eatonton for space to operate the Senior Citizens Program - Attachment #3 is discussed. Council would hear request from Lake Oconee Community Church for a Special Pouring License, afterward Council will enter into an Executive Session.

City Administrator Gary Sanders and City Attorney Christopher Huskins discussed Application received from Lake Oconee Community Church – Youth Alliance for a Special Event Pouring License for Sunday, June 7, 2015 at the Plaza Arts Center located at 305 North Madison Avenue, Eatonton, GA. Huskins advised Council that after looking at the Code, the general rule is, a Special Event Pouring License can only be used Monday through Saturday.

Motion was made by Doster and seconded by Haley to deny the Special Event Pouring License made by Lake Oconee Community Church – Youth Alliance based on the Code. Motion carried by a unanimous vote of 7-0.

**Executive Session: Pending litigation / Personnel**

Motion was made by Councilman Harvey Walker, Jr.
That this Mayor and Council now enter into closed session as allowed by Chapter 14 of Title 50 of the Georgia Code and pursuant to advice by the City Attorney, for the purpose of discussing the following: **Pending Litigation & Personnel**.

Motion Seconded By: **Councilman James Gorley**. Motion Approved.

Those voting in favor of the motion for closure: Council Members Harvey Walker, Jr., Teresa Doster, Alvin Butts, James Gorley, Charles Haley, William Mangum and Alma Stokes. Motion carried by a unanimous vote of 7-0.

Motion was made by Walker and seconded by Haley to return to Open Session. Motion carried by a unanimous vote of 7-0.

Motion was made by Walker and seconded by Gorley that the Resolution by the Council of the City of Eatonton, Georgia to enter into Executive Session for the purpose of discussing pending litigation / personnel be approved and authorize Mayor Reid to sign. Motion carried by a unanimous vote of 7-0.
Resolution by the Council of the City of Eatonton, Georgia

BE IT RESOLVED by the Eatonton City Council as follows:  At the meeting held on the 2nd Day of June, 2015, the Council entered into executive session for the purpose of discussing pending litigation / personnel. At the close of the discussions upon this subject, the Council did vote to re-enter into open session and herewith takes the following action in open session:

(1) The actions of the Council and the discussions of the same regarding the matter set forth for closed session purposes are hereby ratified.

(2) Each member of this body does hereby confirm that to the best of his or her Knowledge based upon the advice of the City Attorney, the said subject matter of the meeting and of the closed session portion was devoted to matters within the specific relevant exception(s) as set forth above.

(3) The Mayor, or the presiding officer, is hereby authorized and directed to execute an affidavit, with full support of the members of this Council, in order to comply with O.C.G.A. §50-14-4(b).

(4) The affidavit shall be included and filed with the official minutes of the meeting and shall be in a form as required by the statute, which shall be substantially as follows:

Approved this 2nd day of June, 2015.

Attest ___________________________________________________  John Reid, Mayor

                                       City Clerk

Motion was made by Councilwoman Doster and seconded by Councilman Charles Haley to accept and approve the recommendation from the Insurance provider. Motion carried by a unanimous vote of 7-0.
CITY OF EATONTON

Before an officer duly authorized to administer oaths appeared Mayor John Reid, who, after being duly sworn, deposes and on oath states the following:

(1) I am competent to make this Affidavit and have personal knowledge of the matters set forth herein.

(2) Pursuant to my duties as Mayor, I was the presiding officer of a meeting of the Eatonton City Council held on the 2nd day of June, 2015. A portion of said meeting was closed to the public.

(3) It is my understanding that O.C.G.A. § 50-14-4(b) provides as follows:
When any meeting of an agency is closed to the public pursuant to subsection (a) of this Code section, the person presiding over such meeting or, if the agency’s policy so provides, each member of the governing body of the agency attending such meeting, shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting or the closed portion thereof was devoted to matters within the exceptions provided by law and identifying the specific relevant exceptions.

(4) The subject matter of said meeting, or the closed portion thereof, was devoted to matters within exceptions to public disclosure provided by law. Those specific relevant exceptions are identified as follows: Meeting closed to discuss or deliberate upon the appointment, employment compensation, hiring, disciplinary action or dismissal or periodic evaluation or rating of a public officer or employee as provided in Georgia Code section 50-14-3(b)(2). Also pursuant to the attorney-client privilege and as provided by Georgia Code section 50-14-2(1), a meeting otherwise required to be open was closed to the public in order to consult and meet with legal council pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved and the matter discussed was: Pending Litigation and Personnel.

This affidavit is executed for the purpose of complying with the mandate of O.C.G.A. §50-14-4(b) and; is to be filed with the official minutes for the aforementioned meeting.

This 2nd day of June 2015 __________________________

Mayor John Reid

Sworn to and subscribed before me

This ______day of ________, ________

__________________________________________

Notary Public
New Business:
Discussion and Possible Action Regarding the 2016 Indigent Defense Services Agreement Attachment #2
Motion was made by Doster and seconded by Mangum to approve the Indigent Defense Service Agreement between the Circuit Public Defender Office of the Ocmulgee Judicial Circuit and the Governing Authority of the City of Eatonton and authorize Mayor Reid to sign the agreement. Motion carried by a unanimous vote of 7-0.

Discussion and Possible Action Regarding City Welcome Signs
Council discussed Welcome to Eatonton directional signs and designated funding in the amount of $3,000. Mayor Reid advised one sign will be located about 6 miles from Eatonton on the Madison Highway and the other sign will be located at Lake Oconee. Mrs. Roddie Ann Blackwell advised these signs are 18 feet long by 12 feet tall and cost $10,000 each. Mayor Reid asked Council what was their pleasure in reference to contributing to these signs.
Motion was made by Mangum and seconded by Haley to spend the $3,000 allocated to new signs. Motion carried by a unanimous vote of 7-0.

Proposed Lease Agreement Between the Eatonton-Putnam Arts Foundation and the City of Eatonton for Space to Operate the Senior Citizens Program Attachment #3
Ms. Janet Kelhoffer advised their program serves the community, and 51% of their participants are low to moderate-income and they have collected documentation on participants as requested from Georgia Department of Community Affair. Kelhoffer asked Council to approve the sublease agreement presented on the agenda tonight. Mrs. Mylle Mangum asked Council to approve the lease agreement attached to the agenda. EPAF would like to partner with Putnam Leadership Class to help get the building cleaned and painted. Mayor Reid advised the City needs DCA approval before signing the lease, and asked if any new lease agreement would affect the Senior Program and he would seek their counsel.

Motion was made by Mangum and seconded by Haley for approval for the purpose of discussion.

Attorney Huskins advised this is not a replacement lease but a sublease. Mayor Reid advised this should be an addendum to the current lease.
Mrs. Mangum advised DCA already approved their program planned for the use of the building. Mayor Reid read an email received today from DCA.

Council called on Laura Gailey to discuss wording of the lease agreement.

Motion was made by Mangum and seconded by Doster to amend the lease agreement on page 1. Section 4. Use of the Premises
If Tenant fails to use the Premises for both the Eatonton-Putnam Senior Congregate Program and Meals on Wheels Program for more than 60 days, this sublease shall automatically terminate.

Proposed amendments to lease agreement

- Change 60 days to 6 months
- Change Eatonton –Putnam Senior Congregate Program and Meals on Wheels Program to Eatonton-Putnam Senior Program
- Change wording throughout the lease agreement to sublease

Mangum called for the question to approve the amendments Haley seconded. Motion carried by a vote of 4 for the amendment and 3 against. Those voting for the amendments: Councilmember Doster, Haley, Mangum, and Walker. Those voting against the amendments: Councilmember Butts, Gorley and Stokes.

Mayor Reid advised a letter would be sent for approval and he would wait on a response from DCA.

Proposed Lease Agreement Between the Eatonton-Putnam Arts Foundation and the City of Eatonton for Certain Property (Parcel B-1) Attachment #4

Motion was made by Haley and seconded by Doster to approved lease of old ball field known as Parcel B-1 to Eatonton-Putnam Arts Foundation.

Mrs. Mangum advised the Arts Foundation would like to create an Art Park for adults and children with benches for sitting. Mayor Reid asked if there was a design/sketch of the proposed park. Council discussed parking spaces available for the Senior Center. Motion was made by Haley and seconded by Butts to table the proposed lease agreement between the Eatonton-Putnam Arts Foundation and the City of Eatonton for Certain Property (Parcel B-1) Attachment #4 until the plans for the park be provided. Motion carried by a unanimous vote of 7-0.

Committee Report:
Motion was made by Walker and seconded by Doster to pay the bills if and when funds become available. Motion carried by a unanimous vote of 7-0.

Councilman Walker requested a Finance and Personnel Committee meeting, Thursday, June 4, at 5 pm.
Councilwoman Doster called for a Zoning and Ordinance Committee meeting Tuesday, June 9, at 12 noon in reference to proposed changes to the Historical Preservation Ordinances.

Stokes advised receiving an invitation to the William Love Walton Bridge Dedication on Wednesday, June 24, at 10 AM.

Councilman Gorley advised attending the Public Safety Memorial Ceremony at the Georgia Public Safety Training Center for the placing of Officer Noel Hawk’s name on the Memorial Wall in Forsyth. Gorley also discussed, asking the City administrator to explore with the Middle Georgia Regional Commission a grant for body cameras for the police department. Grant requires 50% match; application deadline is June 26. The Mayor said the City must have a policy in place before using the cameras.

City Administrator Gary Sanders reported the bid period for providing meals for the congregate meal program concludes at 10:00 AM on Monday, June 8, 2015. Bid packages are available for pickup at City Hall.

Middle Georgia Signs, Inc, the subcontractor for the Striping Grant project, held a large utilities project meeting on Thursday, May 28 to coordinate the installation of the new regulatory signs in the City. Work is expected to begin within the next two or three weeks.

A copy of the first draft of the 2016 proposed budget is at your seat. Work will continue during the coming weeks and Council input is important.

Sanders advised Council if they needed anything; email or call him over the next few days; Wednesday, Thursday and Friday he would be out of the office to help with the transition of his new baby.

Attorney Huskins asked Council to keep Joe Hudson and his family in prayer due to the passing of Mr. Hudson’s wife.

Motion was made by Stokes and seconded by Mangum to adjourn this meeting. Motion carried by a unanimous vote of 7-0.

John Reid, Mayor

ATTEST:

_______________________________
Sarah E. Abrams, City Clerk
RESOLUTION

A RESOLUTION by the Board of Council of the City of Eatonton, Georgia to ratify the action of the Mayor in applying for the 2015 Health Promotion Grant and for other purposes.

WHEREAS, The City of Eatonton desires to improve the health of its employees; and

WHEREAS, Georgia Municipal Association provides Health Promotion Grants to member cities to enhance their ability to conduct new or improve existing workplace health promotion and wellness programs; and

WHEREAS, the Mayor of the City of Eatonton determined the application period for this grant to be such that immediate action was necessary in making such application.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Eatonton, Georgia, that:

THE BOARD OF COUNCIL OF THE CITY OF EATONTON HEREBY RATIFIES THE ACTION OF THE MAYOR IN APPLYING FOR THE 2015 HEALTH PROMOTION GRANT FROM THE GEORGIA MUNICIPAL ASSOCIATION TO IMPROVE EMPLOYEE HEALTH AND WELLBEING MAKING EMPLOYEES HEALTHIER AND MORE PRODUCTIVE.

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 15th day of June, 2015.

John Reid, Mayor
City of Eatonton, Georgia

ATTEST:

Clerk, City of Eatonton, Georgia
The GMA Health Promotion Grant Program

The Georgia Municipal Association is pleased to announce the renewal of the Health Promotion Grant Program for 2015 to assist members of GMA’s health insurance fund enhance their ability to conduct new or improve existing workplace health promotion and wellness programs. Over $1,000,000 has been given back to the membership in grant funds since the program began in 2006.

GMA, in conjunction with Local Government Risk Management Services – Health Promotion Services (LGRMS-HPS), will immediately begin accepting applications for Health Promotion Grants. The grant program is administered by LGRMS-HPS and is only available to members of the Georgia Municipal Employees Benefit System (GMEBS) Life and Health Insurance Fund. Applications must be submitted on or before May 31, 2015.

To be eligible for funding, members must complete the enclosed two-page grant application. If approved, the application becomes the member’s agreement to meet all of the grant requirements and to carry out all required health promotion activities as described in the application. All award recipients will receive 25% of the initial grant amount and the remaining grant amount will be distributed, in three increments, after the Mid-Point Check has been submitted.

All applicants will be evaluated based on their ability to meet the prescribed criteria, financial need and the ability to demonstrate in-kind support. Grants will be awarded by employee population groups as follows:

- Members with more than 400 employees
- Members with 150 – 400 employees
- Members with less than 150 employees

Should you have any questions about the grant application, please contact...
MEMORANDUM VIA E-MAIL, FACSIMILE OR U.S. MAIL

TO: Members of the GMEBS Retirement Fund
    Members of the GMEBS OPEB Trust
    Members of the GMEBS Life and Health Insurance Fund
    Members of the GMA Workers’ Compensation Self-Insurance Fund
    Members of the GMA Property and Liability Fund (GIRMA)

FROM: Mayor Pro Tem Beth English, Chairman

SUBJECT: Annual Meeting of the Membership

This memorandum is to inform you that the annual meeting of the membership of the Georgia Municipal Employees Benefit System (GMEBS) Retirement Fund, GMEBS Other Post-Employment Benefits (OPEB) Trust, GMEBS Life and Health Insurance Fund, GMA Workers' Compensation Self-Insurance Fund and the GMA Property and Liability Fund (Georgia Interlocal Risk Management Agency or GIRMA) has been scheduled for 8:00 a.m. on Monday, June 29, 2015, in Savannah, Georgia in conjunction with the GMA Annual Convention. The annual meeting will be followed by regular business meetings of the boards of trustees. The meeting room has not yet been determined but will be printed in the conference program distributed in Savannah.

The purpose of the annual meeting will be to provide the membership with an update on activities that occurred during the past year for each GMA employee benefit and risk management program and to give the membership a status report on the financial condition of each program.

Please complete and return the enclosed proxy at your earliest convenience to Ms. Donna Forman at dforman@gmanet.com, via fax at (678) 686-6317 or U.S. Mail to the GMA mailing address below by Friday, June 26, 2015. The proxy will allow the boards of trustees to represent your interest in your absence on any issue which may require a vote of the membership at the annual meeting.

If you have any questions concerning the annual meeting of the membership, please do not hesitate to contact Ms. Forman at (678-686-6217) or Mr. Cal Wray (678-686-6215) of the GMA staff.

CW:LM/df

Enclosure

C: Mr. Lamar Norton, GMA Executive Director
GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM
GMA WORKERS' COMPENSATION SELF-INSURANCE FUND
GEORGIA INTERLOCAL RISK MANAGEMENT AGENCY

The Burgess Building
201 Pryor Street, SW
ATLANTA, GEORGIA

ANNUAL MEETING PROXY

Know all men by these presents, that I, ________________________________,
designated representative for the ________________________________
(city/town/organization) do hereby constitute and appoint Mayor Pro Tem Beth English,
Chairman, or Mayor Boyd Austin, Vice Chairman, as my agent and proxy to attend the Annual
Meeting of the Membership of the Georgia Municipal Employees Benefit System, GMA
Workers’ Compensation Self-Insurance Fund and Georgia Interlocal Risk Management Agency
to be held on Monday, June 29, 2015, in Savannah, Georgia, or any continuation or
adjournment thereof, with full powers to vote and act for me to the same extent that I might,
were I personally present, giving Mayor Pro Tem Beth English, Chairman, or Mayor Boyd
Austin, Vice Chairman, full power of substitution and revocation. This proxy is to continue in
force until such time as the meeting is concluded. I understand that by giving this proxy, I retain
the power to revoke said proxy at any time before it is voted, and that any proxy which is not
revoked will be voted at the meeting. In witness whereof, I have hereunto set my hand and seal
this ________ day of ________________, 2015.

__________________________
Signature
RESOLUTION

A RESOLUTION by the City Council of the City of Eatonton, Georgia, to accept a bid response from the Middle Flint Council on Aging for providing meals for the congregate meals program and for other purposes.

WHEREAS, the Mayor and Council of the City of Eatonton, Georgia, have found the congregate meals grant program to be a necessary and desirable funding option for providing meals to eligible clients served by the Eatonton-Putnam Senior Citizens Center; and

WHEREAS, the Middle Georgia Regional Commission’s Area Agency on Aging has awarded such grant to the City of Eatonton for SFY 2016; and

WHEREAS, the City of Eatonton requested bids from qualified firms with experience in Older Americans Act nutritional programs to provide such meals; and

WHEREAS, Middle Flint Council on Aging provided the lowest responsible bid to meet the requirements of the request.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Eatonton, Georgia, that:

THE MAYOR OF THE CITY OF EATONTON IS HEREBY AUTHORIZED TO ENGAGE MIDDLE FLINT COUNCIL ON AGING IN THE WORK OF PROVIDING MEALS FOR THE CONGREGATE MEALS PROGRAM FOR SFY 2016 AND TO SIGN CONTRACTS, LETTERS, AND OTHER SUPPORTING AND RELATED DOCUMENTS AS NECESSARY TO ACCOMPLISH THE GOAL OF THIS RESOLUTION.

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 15th day of June, 2015.

John Reid, Mayor
City of Eatonton, Georgia

ATTEST:

Clerk, City of Eatonton, Georgia
City of Eatonton, Georgia
706-485-3311
Bid Tally Sheet

Bid Title: Solicitation #060115-001
Congregate Meals Program - SFY 2016
Bid Closing: 10:00 AM on June 8, 2015

OFFEROR
1. Middle Flint Council on Aging

BID TOTAL
$3.50/meal - Congregate
$4.50/meal - Home-delivered

Total Bids Received - 1

Signed: [Signature]
Date: 6-8-15

In attendance:
Gary Sanders
Sarah Adams
Senior Svs. Director Jamie Reid