

The Board of Commissioners of the City of Hawkinsville, Georgia met in a Regular Meeting Monday, July 11, 2011 at 6:00 p.m. at City Hall with Chairman Shelly Berryhill presiding.

PRESENT: Chairman Shelly Berryhill, Vice-Chair Henry Cravey, James Colson and Phil NeSmith. Wilson Credle did not attend due to vacation.

Phil NeSmith gave a prayer. All pledged allegiance to the flag of the United States of America.

CITIZENS COMMENTS: Chairman Berryhill asked if there were any citizens present that wished to speak at this time. There were no comments.

MINUTES: Henry Cravey motioned to approve the minutes of the June 6, 2011 Regular Meeting. James Colson seconded, motion passed.

MINUTES: Henry Cravey motioned to approve the minutes of the June 29, 2011 called Meeting. James Colson seconded, motion passed.

Chairman Berryhill explained this meeting was to approve the 2012 Fiscal Year Budget, which totals \$9 million plus with no increase in the millage rate, a 2% increase for employees, an increase in recreation funding and includes cost of consolidating the Fire Dept with the Pulaski County Fire Dept.

DOT MEETING TO DISCUSS RE-ROUTING TRUCK TRAFFIC OFF

COMMERCE STREET ONTO BROAD STREET: Manager Murkerson explained DOT has plans to construct a (4) four lane bridge in which all traffic will be routed from Broad Street with no through traffic on Commerce. Commerce will not be a one-way street. It had been suggested the City could have rights to Commerce Street and with no thru traffic; a number of things could be done to improve the appearance of the downtown area.

Commissioners directed Manager Murkerson to notify all downtown merchants, that there will be a public meeting at a later date to discuss further.

POST OFFICE CONTACT: Manager Murkerson stated he had been in contact with the local Postmaster, explaining the concept for safer parking and handicap accessible parking. The plan would involve the neighboring property owner SunMark Community Bank. He has shown the plan to the owners and will get back with them.

UNITED PULASKI MARKETING CONTACT PROGRAMS/PLANS: Lee Slade stated that Economic Development, Archway and UGA were looking at different marketing ideas with good positive things going on.

BUSINESS LICENSE: Henry Cravey motioned to approve the application for a business license in the name of;

1. D.T. TIRE SERVICE
(37 Progress Ave. – tire and oil changes and brake jobs, Joel Langford, owner)

Phil NeSmith seconded, motion passed.

2nd READING ORDINANCE, THE UNIFIED DEVELOPMENT REGULATIONS TO BE AMENDED BY ADDING IN SECTION 2.6.1 CONDITIONAL USE UNDER ZONING DISTRICT B-2 RESIDENTIAL- SINGLE FAMILY DWELLING:

Henry Cravey motioned to adopt the amended ordinance. James Colson seconded, motion passed.

BY-WEEKLY PAYROLL: Manager Murkerson explained that by going to a by-weekly payroll for all city employees would cut preparation time and cost in half. Those employees with vacation time would be allowed to sell one week for the first week this is implemented. Phil NeSmith stated no action should be taken until Management could

meet with all employees. Phil NeSmith motioned to table. James Colson seconded, motion passed.

CALL FOR A GENERAL ELECTION FOR CITY COMMISSION POST 3 AND POST 4, CONTRACT WITH PULASKI COUNTY ELECTION SUPERINTENDENT TO HOLD ELECTION:

Phil NeSmith motioned approval. Henry Cravey seconded, motion passed.

ELECTION DATE: TUESDAY, NOVEMBER 8, 2011

QUALIFY DATES: PER PULASKI ELECTION SUPERINTENDENT:
WEDNESDAY AND THURSDAY
AUGUST 31, 2011 THRU SEPTMEBER 1, 2011
8:30 A.M. TO 4:30 P.M.
and
FRIDAY
SEPTEMBER 2, 2011
8:30 A.M. TO 12:00 NOON

QUALIFY PLACE: PULASKI COUNTY PROBATE JUDGE OFFICE

QUALIFY FEES: \$90.00

RUN OFF

ELECTION DATE: TUESDAY, DECEMBER 6, 2011

LAST DATE TO

REGISTER TO VOTE: TUESDAY, OCTOBER 11, 2011

The above election information will run in the local Dispatch & News issues for August 3rd and August 10th.

CALL MEETING TO SET MILLAGE RATE FOR THE 2011 YEAR:

Phil NeSmith motioned for a Call Meeting to be held Thursday July 28, 2011 at 6:00 p.m. at City Hall to set the millage rate for the 2011 year. James Colson seconded, motion passed.

The notice of the date and time for the meeting and the current 2011 Tax Digest and 5 Year History of Levy, ran in the July 12, 2011 local Dispatch & News issue.

CONTRACT FOR FIRE PROTECTION AND EMERGENCY MANAGEMENT:

Phil NeSmith motioned to approve the contract. Henry Cravey seconded, motion passed. The contract states that the City desires to cease its responsibility for the provision of fire protection and emergency management within the limits of Hawkinsville, Georgia, and the County is capable and willing to handle fire protection and emergency management in the City and has agreed to provide fire protection and emergency management in the City for the public safety and well-being of the citizens. The contract agreement will commence July 1, 2011 at 12:00 a.m. and shall terminate at midnight on June 30, 2014, provided the agreement continues after the term under the same terms and conditions unless terminated by either party upon (90) days' written notice. The City will pay the County \$15,158.33 per month and the payments shall be adjusted on an annual basis. The City agrees to transfer all fire fighting equipment and vehicles currently used by the fire department. The City agrees to adopt an ordinance which will provide that Pulaski County shall be responsible for fire protection and emergency management in the City subject to no interference, or supervision by the Commission of the City of Hawkinsville. The county agrees to hire the current three full time fire fighters for at least a six month probationary period.

This was a mile stone consolidation, this would not affect the fire rates, and the county and city commission were commended for their excellent efforts in this.

Also, looking at going to a charter system, giving individual schools more leverage and untying local government's hands on finances.

TOURISM PRODUCT OFFICE OF STATE: Lee Slade explained that the State would be sending 10 people for about three days for a tourism study and on Wednesday July 27th a reception will be held for them and they will present their results. This information will be for the tourism handbook. There will be no cost to develop this study, the State only asked that the 10 people be fed and lodged. The county has agreed to pay ½ the costs.

Phil NeSmith motioned for the City to pay ½ the cost for food and lodging. Henry Cravey seconded, motion passed.

CITY MANAGER UPDATE:

Dilapidated housing report from Codes Enforcement is included in your notebook. I have also included an unclean lot report to let you know which locations are being addressed by Codes Enforcement. Since we are into our new fiscal year we will begin addressing the properties that we could not address due to funding.

I have included a work order synopsis for the month of April from our customer service system. These are completed work orders only.

I have also included an arrears report listing commercial customers who are behind on their bills.

The Industrial Park infrastructure project is complete. Since we were awarded the One Georgia grant we will be able to complete the water and sewer infrastructure in the Industrial park. That grant was submitted as a regional effort through Middle Georgia Regional Development Authority so we will be working with them to complete the project.

The contractor for our CDBG project that started in Orchard Hill and includes Forest Hill has completed the major work on this project but still has some minor clean up to do before the job is inspected and closed out.

The work at the community market building is progressing. Our DDA group has taken an active role in this process to ensure that the market is completed efficiently. (completion 120 days from April 11 or August 8)

We are in the process of working through the technology issues with credit card payments. We are coordinating with the credit card companies and our software provider to accomplish this.

Commissioner Cravey told me that the electric vehicle people will contact me and I have not heard from them as yet.

On Saturday, July 9, we held the dedication ceremony for James Colson Park.. It was attended by a good number including members of Mr. Colson's family. The new park signs were installed in time for the dedication ceremony. Mr. Colson thanked everyone and how much he appreciated everything.

BETTER HOMETOWN REPORT:

HBHT Board of Directors meet July 26th 11:00 a.m. Opera House.

Karen reported on the following;

Promotions Committee, 2011 Havest Festival Saturday September 24, 2011. Committee hopes to hear response made by city to gain permission from GDOT to re-route traffic away from Commerce Street onto Broad Street for the safety of everyone attending the downtown event. Working with Chamber & Arts Council scheduling events for the December 3, 2011 Christmas parade.

Design Committee/Hawkinsville Historic Preservation Commission, will meet in Opera House Tuesday July 19th at 4:00 p.m.

Karen received information for fall training scheduled for September 29th in Rome, Georgia during the Georgia Downtown Conference. Each HPC member is a Certified Local Government city must attend training once every three years. A volunteer

committee has been working with Ms. Kristi Harpst, Preservation Planner to continue work on the new historic tour guide brochure, also, continue with plans for the old fire house restoration for use as a Scenic Byway trailhead, a museum for Katie (1830's steam pump fire engine) & visitors center.

Oral History Forum to be held at Opera House in February 2012 celebration of Black History Month.

Coordinating with HHS staff and students in planning a fall cemetery tour. Host the Enduring Farmlands Scenic Byway meeting on July 19th at 10:00 a.m. at Opera House

Organization Committee: Main Street Program Assessment report. Department of Community Affairs' Office of Downtown Development conducts an annual assessment of designated Georgia Better Hometown Main Street Programs, which determines the progress being made by the local program during the past year and assist the Office of Downtown Development in improving and enhancing services to our program. The designation carries certain obligations along with the honor. Designation means fully funded, comprehensive revitalization effort is underway and that downtown is active and goal oriented. The annual assessment monitors the progress addressing "economic development through downtown revitalization, heritage preservation and restoring a sense of place". A copy of the assessment is provided with this report for your review.

Karen is working with UGA graduate students on a project to produce a comprehensive downtown building inventory of the downtown commercial district is a requirement. This project is made possible by our UGA Archway program. Another project is an "Over-Under Study" which will provide assistance that will show how Hawkinsville is "over" or "under" served in specific businesses and services. HBHT is participating partner in the Communities of Opportunity project, DCA program will fund a \$5K grant to assist with implementing a strategy to address improving community website development and reducing teenage pregnancy. The Recycling Committee asked to join to plan events to promote recycling and partner with city and county in implementing future recycling programs. The River Parks Advisory Council. A brand new pamphlet has been created for the Mile Branch Landing * Educational Nature Walk. The walking trail includes 59 species that are marked and identified using common name and the Latin name of trees. The brochure includes nice color Legend and map. The 2011 Rivers Alive Cleanup will be held September 24th. The Economic Restructuring Committee: Karen continues to make contact with potential vendors for the new Omulgee Market to be located in the old cotton mill when opens. Karen purchased new reference materials that will be useful and provide information that will assist property owners who wish to implement the new ordinance allowing residential in the commercial downtown. "Converting Storefronts to Housing".

ARCHWAY REPORT:

For the month of July, 2011

Hawkinsville-Pulaski County

- On June 14th, new MOU's were signed by community partners to continue the community's relationship with UGA's Archway Partnership for next year.
- **Economic Development**
 - The city and the county signed the contract for designation as a Community of Opportunity (Co-Op) by the Georgia Department of Community Affairs on June 21st. One area of focus for Co-Op is the enhancement of the community's web presence. The Economic Development issue work group will work to audit existing community institution websites, recommend specific changes to increase the community's web presence and establish an award-winning community website.
 - Under the leadership of the Hawkinsville Pulaski Economic Development (HPED) work group, a short DVD has been produced by UGA grad student Mark LeBlang. This DVD is now available for use in the community. A longer, economic development version of the DVD is now in production.

- Working with the DDA and BHT, UGA students have been creating an inventory of existing downtown retail space. UGA grad student, David Tully has presented Karen Bailey with this inventory, trained her on its use and will provide ongoing support to resolve any issues.
 - As a complement to the retail inventory, the Executive Committee approved an over/under retail study that was initiated in May by the Applied Research Division of UGA's Small Business Development Center. This study will assist in economic development by comparing existing businesses to those in similar counties to identify over or under represented businesses in several categories.
- **Community Health**
 - UGA's College of Public Health committed a position created under the new Public Health Training Initiative to the Hawkinsville-Pulaski area in an effort to better assess and train providers in Public Health positions. Archway Public Health Professional, Laura Gillman, is working with the community and the College of Public Health to develop this relationship. A local community issue work group is forming to study this and other local health issues.
 - The second Communities of Opportunity (Co-Op) initiative for Hawkinsville-Pulaski County is the reduction of teenage pregnancy rates. Under the leadership of local champion, Vonnie Berryhill, the work group will implement a number of community initiatives to reduce teen pregnancy by 25% by the summer of 2013.
- **Government Service Delivery**
 - Two critical UGA surveys in the community have been completed in June. The first, offers a look at park and recreational activities and use in the community. The second surveys current airport usage as well as potential interest in future airport options. Currently, discussions are underway on how to best populate these surveys.
 - Middle Georgia Regional Commission representatives continue to work with Archway on data-gathering for the Community Assessment portion of the Joint Comprehensive Plan.
- **Housing**
 - The executive committee defers to the GICH committee to develop and implement a work plan after the three year program period expires.
- **Leadership Development**
 - The Pulaski Tomorrow leadership class for 2011 continues this month. There are 24 new members from the community taking part in this leadership program developed by UGA's Fanning Institute. This five month course focuses on leadership, communication, group decision making and community building

and has become a tremendous asset in developing new leadership in the community.

- Archway Professional Michelle Elliott is a participant of the 2011 class.

- **Public Education**

- Pulaski County schools participated in the Office of School Engagement/ Archway Partnership's inaugural symposium *The Power and Promise of Public Schools*. This month Archway and the Office of School Engagement facilitate an issue work group discussion. The Executive Committee and Education issue work group have begun a long-term collaboration with the College of Education to continue education dialogue between the community, Archway and UGA.

ECONOMIC DEVELOPMENT REPORT:

United Pulaski Economic Development

Working on Archway Executive Committee to develop a strategic market plan and a more aggressive website.

- Working on a Regional Market Approach for Middle and Central Georgia
- Attended GEDA meeting in Atlanta. Good networking with project managers and Commercial Real Estate agents
- Continuing to work with Communication Cable Company- (Project Vicking). Will keep you updated.
- Working with DDA and R.C. Commission on market project (Old Pillotext Mill). Will keep you posted
- Local visit scheduled to UGA with Archway, UGA and Herty Corporation. Will keep you updated
- 21st Century Partnership Board Meeting- Working with leaders in Middle Georgia area to help keep base open

CHAMBER OF COMMERCE REPORT:

Therisa attended the first Teenage Pregnancy Reduction Committee Meeting on Thursday, June 2nd at Middle Georgia Technical College. This committee is being formed to work towards starting a Teen Maze approach in Hawkinsville/Pulaski County. Teen Maze is helping youth understand the choices and consequences they encounter in their everyday lives. A Teen Maze is a life size game that engages and educates teens while they are having fun. It's an event that incorporates youth, adults and parents all working together to create healthy youth opportunities.

The Chamber BOD meeting was held on Friday, June 3rd at 8:00 am at the County Annex

Kim attended the monthly GIPA meeting on June 8th in Eastman and was elected Vice President for 2012.

On June 7th Kim attended a Pulaski Tomorrow Leadership Development Class. The Chamber continues to serve as the lead organization for this committee.

Kim attended a Grassroots meeting in Perry on June 14th. This is an upcoming Smithsonian Musical Exhibit. A regional tourism promotional effort is in place.

Therisa was on vacation the week of June 13th-17th where she was volunteering with the Miss Georgia Scholarship Pageant. State Representatives Debbie Buckner and State Representative Buddy Harden attended the competition with Therisa and participated as a panelist.

Therisa participated with other chambers as a judge for the 2011 Perry Business Woman of the Year Award. Beth McLaughlin with the Houston County Board of Education received the honor.

On June 14th Kim attended a Harvest Fest meeting. The 2011 Harvest Fest will be held on September 24th. The Chamber has agreed to solicit vendors for this event.

On Tuesday, June 21st, Therisa, Kim and Lee attended the signing of a contract designating Pulaski County as a Community of Opportunity.

Bobberthon Grand Tournament was held on June 25th at Flat Creek PFA in Perry, Georgia-Kim and Therisa represented the Chamber of Commerce and the community. Hawkinsville also had the highest number of participants for this event.

Middle Georgia Technical College was selected Business of the Month for June. The Chamber Board of Directors and other chamber members were in attendance on Friday June 24th as they congratulated MGTC and made pictures for the newspaper.

On June 28th, Therisa and Kim attended a luncheon and open house at Amedisys.

The Chamber added Clarks Funeral Home as their newest chamber member.

FINANCE DIRECTOR'S REPORTS:

Mitchell Woods discussed the financial reports for May 2011. Woods reported that year to date collections for LOST was \$3,100 less than last year, and based on current collections the LOST revenue would be \$25,900 less than budgeted. He explained that SPLOST funds were accumulating to pave streets at Anderson Acres. The project will be bid out when we have the funds. We will start with the first street and then all streets back, Oak, Boxwood and Maple.

CITIZENS COMMENTS:

Lee Jenkins questioned the grant funding for the McDuffie Street area, he understood the City received a \$500,000. housing grant from DCA to repair 10 houses. Manager Murkerson told Mr. Jenkins that Sherry Kurtz, administrator of the grant stated she didn't have enough estimates or money. Each house has an administration cost of \$2,500. Commissioners requested Ms. Kurtz attend the next Commission meeting and have those affected by the grant attend.

Cover letters go to contractors stating when bid due at City Hall, home owners can choose contractor, must contribute amount based on income.

COMMISSION COMMENTS:

James Colson had none.

Henry Cravey requested an Executive Session

Phil NeSmith reported that Debbie Hightower had become very ill earlier this morning and was airlifted to Emory in Atlanta, possible stroke. He also stated we had lost a good friend and former Inspector as Mike Turner passed away and asked everyone to remember Cathy, Perian and Adam and their family.

There being no further business.

EXECUTIVE SESSION: Henry Cravey motioned to go into an Executive Session to discuss Personnel, possible litigation and land acquisition. James Colson seconded, motion passed.

The time was noted at 6:38 p.m.

The meeting was reopened.

The time was noted at 6:50 p.m.

ADJOURN: Shelly Berryhill motioned to adjourn. Henry Cravey seconded, motion passed.

Chairman, Board of Commission
Hawkinsville, Georgia

ATTEST:

City Clerk