

CITY COUNCIL
JEFF REESE, MAYOR
LESLIE MCPHERSON, MAYOR PRO-TEM
VERLAND BEST
DANNY CARTER
SHIRLEY MARCHMAN
GIL MCDUGAL

City of Villa Rica



CITY MANAGER: TOM BARBER
CITY CLERK: ALISA DOYAL
CITY ATTORNEY: C. DAVID MECKLIN

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COUNCIL MONTHLY MEETING MINUTES

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
Tuesday, November 7, 2017 | 6:00 pm

Meeting Call to Order (Mayor Jeff Reese)

Mayor Jeff Reese called the meeting to order at 6:00 pm.

Present: Mayor Jeff Reese, Mayor Pro Tem Leslie McPherson, Verland Best, Danny Carter, Gil McDougal, City Manager Tom Barber, City Attorney David Mecklin, City Clerk Alisa Doyal, Parks & Recreation Director Vicki Coleman, Captain Keith Shaddix, CFO Sarah Hefty, Public Works Director Pete Zorbanos, and Human Resources Manager Stephanie Rooks

Invocation (Councilman Danny Carter)

Councilman Danny Carter led the Invocation.

Pledge of Allegiance (Mayor Jeff Reese)

Mayor Jeff Reese led the Pledge of Allegiance.

Ceremonial Presentations (Mayor & Council)

- Proclamation to honor Bill Bailey
- Proclamation for Day of Remembrance on December 5, 2017
- Proclamation for Honor Our Veterans Day

Adoption of the Agenda (Mayor Jeff Reese)

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Verland Best, Councilman, to approve the agenda as presented.
SECONDER:	Leslie McPherson, Councilwoman
AYES:	Best, McPherson, Marchman, Carter, McDougal

Council Updates (Subjects of General Interest and Concern)

No Council updates. Mayor Jeff Reese asked the Council to clearly state their motions and for the City Clerk to restate what their motion so there will be no confusion on what that motion was. Also, he asked the Council to hold their discussion until after the second has been made. This will allow the meetings to be conducted more orderly.

City Manager Report (Tom Barber)

City Manager Tom Barber presented his report of what projects he is currently working on.

Public Comment (We ask that you sign in for Public Comment before the meeting begins. Please state your Name and Address for the record and limit your comments to three minutes)

Six citizens came forward to make a public comment

Consent Agenda

The Consent Agenda is a single item that encompasses all things the City Council would normally approve with little comment. Each of these items were discussed at the Thursday, November 2, 2017 Council Work Session, and it was the unanimous consensus of the Governing Body to place the following items on the Consent Agenda.

1. PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL A. KNOTTS – To approve a professional agreement with Michael Knotts to provide GIS services.
2. EMERGENCY PURCHASES OVER \$10,00 For Waste Water Treatment Plants
 - a. PO #41624 for \$52,301.90 issued to PRB Electronics for replacement of main influent pump at West Plant. Pump had a failure that damaged the housing beyond repair. This is a custom built Vaughan 150 HP pump, and a sole source due to the plant design specifications for a custom built pump in this application.
 - b. PO #21893 for \$11,281.80 issued to Xylem Shared Services for a new Flygt lift station pump to replace a damaged one in the Brandywine Subdivision lift station. The old pump was not repairable, and this was the lowest bid of three obtained and was also readily available.
3. CONSIDERATION OF BIDS TO PURCHASE A 50KV BACK-UP GENERATOR FOR THE EDGE ROAD LIFT STATION: This is a budgeted Capital item for this year, and funds are available. This is one of a very few lift stations that are still not on a backup generator. The Edge Road lift station is a high volume lift station, 2 other lift stations feed into it on the route back to the treatment plant. Three competitive bids have been obtained, on the same make and model of generator. All bids include sound reducing cabinet panels for noise control. Low bid is \$42,254.00 from Triple B Electric. We have used this company many times and they maintain most of our current generators with a good customer service record. This price is for the turn key purchase and installation of this Generac Industrial series 50KW diesel generator, including auto transfer switch gear, all labor and materials.
4. WORK AUTHORIZATION FOR CURTIS ENVIRONMENTAL RESOURCE: Approval for the City to enter into a working relationship with Curtis Environmental Resources to help us prepare requests for proposals (RFP's) and task orders. Also to assist in the selection of qualified proposals of requested GEFA projects.
5. WORK AUTHORIZATION FOR INFRATEC CONSULTANTS INC., TURNIPSEED ENGINEERS, AND SMARTWATER ANALYTICS: Approval for the City to enter into a working relationship with Infratec Consultants Inc., Turnipseed Engineers, and SmartWater Analytics for engineering related to water, sewer and distribution infrastructure improvements.

RESULT:

MOVER:

SECONDER:

AYES:

ADOPTED (UNANIMOUS)

Danny Carter, Councilman, to approve the Consent Agenda as presented.

Shirley Marchman, Councilwoman

Carter, Marchman, Best, McDougal, McPherson

A. Governing Body (Mayor Jeff Reese)

1. MEETING MINUTES: Review of meeting minutes

- a. Monthly Meeting – October 3, 2017
- b. Special Called Meeting – October 19, 2017
- c. Special Called Meeting – October 25, 2017

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Leslie McPherson, Councilwoman, to approve the minutes of 10/3/17, 10/19/17, and 10/25/17.
SECONDER: Danny Carter, Councilman
AYES: McPherson, Carter, McDougal, Best, Marchman

2. COMPREHENSIVE LAND USE PLAN UPDATE: Approval request to award the Comprehensive Land Use Plan Update to Amec Foster Wheeler.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Gil McDougal, Councilman, to approve Amec Foster Wheeler as Presented by the City Manager.
SECONDER: Leslie McPherson, Councilwoman
AYES: McDougal, McPherson, Best, Carter, Marchman

3. VILLA RICA LIBRARY ADVISORY BOARD: Appointment of Ola McLendon to the Library Advisory Board (Councilwoman Shirley Marchman)

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Leslie McPherson, Councilwoman, to approve Ola McLendon to the Library Advisory Board.
SECONDER: Danny Carter, Councilman
AYES: McPherson, Carter, McDougal, Best, Marchman

4. VILLA RICA LIBRARY ADVISORY BOARD: Appointment of Clint Chance to the Library Advisory board (Councilman Danny Carter)

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Leslie McPherson, Councilwoman, to approve Clint Chance to the Library Advisory Board.
SECONDER: Danny Carter, Councilman
AYES: McPherson, Carter, McDougal, Best, Marchman

5. MEMORANDUM OF UNDERSTANDING: Villa Rica Development Authority

The City Council voted to enter into a Memorandum of Understanding (“MOU”) with the Villa Rica Development Authority, the Board of Commissioners of Carroll County, the Carroll County Board of Assessors, and Sugar Foods Corporation for the purpose of facilitating the acquisition and construction of a 226,800 square foot addition to the existing Sugar Foods plant currently located in Villa Rica. The construction project along with the equipment needed to run the facility will generate an investment of approximately \$53,000,000 and will create an estimated 53 new jobs in the local economy. The MOU outlined the tax incentives that would be available to Sugar Foods conditioned upon the company’s compliance with the goals required for the incentives.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman, to approve the MOU for the Villa Rica Development Authority and Sugar Foods.
SECONDER: Shirley Marchman, Councilwoman
AYES: Carter, Marchman, Best, McDougal, McPherson

B. Finance (Sarah Hefty, CFO)

1. PROPOSED 2018 BUDGET : Sarah Hefty gave a presentation of the 2018 Budget.
2. 2017 BUDGET AMENDMENTS: Sarah Hefty presented the 2017 Budget Amendments.
Councilwoman Leslie McPherson made the motion to approve the budget amendments that have to do with building permits, professional building inspections, use of fund balance, attorney fees, and increase the prior year property tax. The motion failed for lack of second.
Councilwoman Leslie McPherson amended her motion to approve the amendments as presented by staff and as listed on the document.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Leslie McPherson, Councilwoman
SECONDER: Danny Carter, Councilman
AYES: McPherson, Carter, Best, McDougal, Marchman

3. SEPTEMBER FINANCIAL UPDATE: Sarah Hefty gave a presentation of the September 2017 Financial Report
4. YEAR-END COMPENSATION:
Councilwoman Leslie McPherson made a motion to table until the December meeting and to look at other options.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Leslie McPherson, Councilwoman
SECONDER: Danny Carter, Councilman
AYES: McPherson, Carter, Best, McDougal, Marchman

5. Update of Cycle Billings: Sarah Hefty gave an update of the utility cycle billings.

ADJOURNMENT: There being no further business the meeting was adjourned.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Leslie McPherson, Councilwoman
AYES: Carter, McPherson, Best, McDougal, Marchman

Jeff Reese, Mayor

Alisa Doyal, City Clerk