**Council Minutes**

**Regular Meeting**

**December 6, 2016**

A regular meeting of the Millen City Council was held on December 6, 2016 at 6:00P.M. in the Council Chambers at City Hall. Present were, Mayor King Rocker, council members Darrel Clifton, Ed Fuller, Robin Scott, and Regina Coney. Absent was Council member Walter Thomas. Also present were City Manager Jeff Brantley, and City Attorney Hubert Reeves.

**Call to Order**

The meeting was called to order by Mayor Rocker at 6:00 P.M.

**Invocation**

Attorney Hubert Reeves gave the invocation.

**1. Approval of the November 1, 2016 regular meeting and the November 14, 2016 called meeting.**

Council member Clifton made a motion, seconded by Council member Coney to approve the minutes. The motion carried by unanimous vote.

**2. Mandy Underwood to discuss an EPD grant for Tire Collection and the Christmas in Millen Glow Run for December 9th**

Ms. Underwood explained that a grant joint with the City and County was available to cover expenses for tire collection and disposal through a recycler. This grant was through the EPD and a date has been set for April 8, 2016 through April 15, 2016. The city would be reimbursed for labor cost and money was available for safety gear used in the cleanup effort. She also discussed the Christmas in Millen and the Glow Run which all will begin at 6:00 P.M. on December 9th on Cotton Ave.

Council member Clifton made a motion, seconded by Council member Fuller to participate and apply for the City’s portion of the EPD grant. The motion carried by unanimous vote.

**3. Art Johnson gave her annual update on Mainstreet Millen**

Ms. Johnson discussed all the events sponsored by Mainstreet Millen for 2016. She told of 2 Community Transformation Strategies for Mainstreet Millen, focus on preservation of historic buildings and to promote the arts as a means of economic development.

**4. Vote to Approve Employee Christmas Party for December 16, 2016 at 12:00 P.M.**

Council member Coney made a motion, seconded by Council member Scott to approve the Employee Christmas Party for 12-16-2016 at noon with a budget of $800.00 to be paid from the employee Coke Fund. The motion carried by unanimous vote.

**5. Vote to approve Employee Christmas Bonus. (Recommended same as last year, $60 with <1 year service, $160 with >1 year service plus additional $5/year for every year over 7 years and $50 for part time)**

Council member Clifton made a motion, seconded by Council member Coney to approve the bonus as recommended. The motion carried by unanimous vote.

**6. Consideration to Increase Water and Sewer Rates**

City Manager Brantley explained that the revenue generated from increasing the Base Rates on water and sewer meters by $2/meter would generate increased revenue of $5502/month and raising the water and sewer rates by 1% would raise revenue $795/month. This was presented as information to consider for possible improvements to the Waste Water Treatment Plant due to EPD permit renewal.

Council member Clifton recommended we relook at this during budget preparation in April or May.

**7. Consideration to Adopt Right of Way Ordinance**

Council member Scott made a motion, seconded by Council member Fuller to approve a Code Amendment prepared by Attorney Reeves for “Regulation of Public Rights of Way and Other Public Areas”. The motion carried by unanimous vote.

**8. Approve Subscribed Public Awareness Service Agreement with MGAG**

Council member Fuller made a motion, seconded by Council member Clifton to allow City Manager Brantley to sign the agreement between the City and MGAG for Subscribed Public Awareness. The motion carried by unanimous vote.

**9. City Manager’s Report**

**a. Financials**

The financials were reviewed and a new report was added showing the year to date revenues, expenses by month.

**b. Ratify the City/County Fire/Landfill Agreement with $1000 Deductible language added**

Council member Scott made a motion, seconded by Council member Coney to approve the revised Agreement adding language that the insurance deductible would be $1000 per occurrence. The motion carried by unanimous vote.

**c. 911 Audit update – Signed by County – Sent to GMA**

City Manager Brantley updated council that the County had signed the agreement to have the 911 Audit completed by a private group in conjunction with the GMA. This audit included Screven, Jenkins Bulloch, Candler, and Evans Counties. The audit is looking for missing revenue from the phone companies for 911.

**10. Approval to pay W.R. Toole Engineers, Inc for Engineering Fees on the Streetscape Project in the amount of $5801.25**

Council member Clifton made a motion, seconded by Council member Scott to pay the invoice for engineering fees for the period 10-28-15 to 12-16-15 from TIA funds. The motion carried by unanimous vote.

**11. Review and Approve agreement with CCA**

Council member Fuller made a motion, seconded by Council member Scott to approve the presented agreement with CCA pending the approval of the agreement by CCA. The agreement begins January, 1, 2017 and includes a monthly payment of $2445 and annual water and sewer rate increase of 3% until either CCA builds an additional facility increasing the total bed capacity to 2500 or the debt service on the CCA water project is retired, approximately in 15 years. The motion carried by unanimous vote.

**12. Vote to purchase a pressure washer with sandblaster attachment**

Council member Clifton made a motion, seconded by Council member Fuller to accept the bid from Savannah Cleaning Systems, Inc for $6083.95 to be paid from the General Fund. The motion carried by unanimous vote.

**13. Approve purchase of Gas Line Ground Bed (rectifier)**

Council member Scott made a motion, seconded by Council member Fuller to accept the bid from Allied Corrosion Industries, Inc for $19703.00 with funds from the contingency fund. No other bid was presented due to a similar purchase this year was approved and Allied Corrosion was much lower than the next closest bid. The motion carried by unanimous vote.

**14. Approve invoice to R. H. Reeves, III PC for Streetscape project easements**

Council member Scott made a motion, seconded by Council member Clifton to pay the invoice for $8500.00 to Mr. Reeves from TIA funds. The bill includes a total of 15 parcels closed at $900/per parcel. A prior payment was made to Mr. Reeves of $5000.00 on 9-15-2016. There is an estimated 10 more parcels to complete. The motion carried by unanimous vote.

**15. Approve bid from Nutter & Associates Environmental Consultants for work at the WWTP wetlands site**

Council member Coney made a motion, seconded by Council member Clifton to accept the bid from Nutter & Associates for $5100.00 and to pay from the contingency fund. The work will not be ordered until a response from the EPD is received on the current paperwork presented to the EPD for renewal of the WWTP discharge permit. The motion carried by unanimous vote.

**16. Vote to pay $1000 toward the purchase of a Thermal Imaging Camera for the Millen Fire Dept.**

City Manger Brantley explained that the total cost of the camera was $6600. The Fire Dept received and Operation Roundup Grant from Planters EMC for $1500 toward the purchase. The Millen Volunteer Fire Dept will donate $1000 toward the purchase. With a $1000 from the City and $1000 from the County, a private anonymous donor will pay the remaining $2100. Council member Coney made a motion, seconded by Council member Fuller to donate $1000 toward the camera purchase from the general fund. The motion carried by unanimous vote.

**Other Business**

City Manager Brantley informed council that he met with Stephanie Quattlebaum from the Regional Commission to discuss possibilities of an EDA Grant to build a new Water tank, well and piping to supply the west side of Millen. The grant would be a 60% grant with a 40% city match. We should know by the end of January whether it is worth pursuing.

**Executive Session**

Council member Scott made a motion, seconded by Council member Coney to enter Executive Session at 7:33 P.M. to discuss Personnel. The motion carried by unanimous vote.

Council member Scott made a motion, seconded by Council member Coney to exit Executive Session and reenter Regular Session at 8:05 P.M. The motion carried by unanimous vote.

Council member Clifton made a motion, seconded by Council member Scott to set the pay for the municipal court staff as follows:

Judge - $500.00/month $6000/year

Solicitor - $500/month $6000/year

Public Defender - $500/month $6000/year

The motion carried by unanimous vote.

**Adjournment 8:07 p.m.**

There being no further business Mayor Rocker adjourned the meeting.

Approved by Mayor and Council \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mayor’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attested : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_