

REGULAR MEETING – CAIRO MAYOR & COUNCIL - AUGUST 24, 2009

The August 24, 2009 Regular Meeting was called to order at 6:00 p.m. in the Council Room at City Hall with Mayor Richard VanLandingham presiding. Present were Council Members James H. Douglas, Robert L. Gwaltney, and Lannis Thornton. Mayor Pro Tem Ernest W. Cloud, Jr. and Councilman Kermit V. Gilliard, Jr. joined the meeting shortly after the call to order. Staff Members in attendance were City Manager Chris Addleton, City Attorney Thomas L. Lehman, City Clerk Carolyn B. Lee, Human Resources Director Carolyn Meades, and Community Services Director Pat Mitchell. Cairo Messenger Editor Randy Wind was also in attendance.

INVOCATION: The Invocation was given by Councilman Douglas.

APPROVAL OF MINUTES:

Minutes of the August 10, 2009 Regular Meeting were approved as submitted upon motion by Councilman Thornton, seconded by Councilman Gwaltney, and passed unanimously by all Council Members present. (Mayor Pro Tem Cloud joined the meeting at this time).

DELEGATIONS:

1.) Watkins & Associates: Engineer Stacy Watkins presented an update on the Water Improvement Project. He stated that he had done some investigating and had made the decision to go back to the original test well and drill approximately another 200 feet deeper rather than digging a second well. While he would have preferred 750 to 1,000 gallons per minute (gpm), it was decided that the first well could now produce 500 gpm; and he felt good about that volume based on the history of some other wells on that side of town. He recommended proceeding with the first well, but noted that a second well would still need to be planned for and budgeted (Cost \$300,000 to \$350,000). In responding to Council's questions, he stated that with a 500,000 gallon tank, water could be aerated and pumped to the other tank. The original plan was to have one well, a water plant, and a ground storage tank, with a second well to be built in the future; but the second well would now be needed earlier because of the lower output. Regarding the option of increasing the tank size, he noted that it would be less costly to increase the capacity of the elevated tank than the ground storage tank. Councilman Cloud asked if the well at Holder Park that was capped-off due to sulfur could be reopened, with Mr. Watkins responding that the sulfur content would be higher the deeper the drilling went, and that it might have been concreted from the bottom up when it was closed. When asked how it was determined that the well would produce 500 gpm, he responded that it was an extrapolation based on the drawdown and stabilization. Regarding the option of increasing the size of the elevated tank from 300,000 or 500,000 gallons to 750,000 gallons, more legs would be required for support and an additional cost of around \$150,000 would be added. Mayor VanLandingham suggested that, since it would be necessary to dig a second well, it may be better from a cost standpoint to go ahead and drill that well, leaving the size of the elevated tank as planned. City Manager Addleton asked if the test well could be used as a permanent well, with Mr. Watkins responding that the well driller may feel confident in going back into that well if he was the original driller. (Councilman Gilliard joined the meeting at this time). He added that the second well should be at least 1000 feet farther south as a precautionary measure so that if one well was to be hit by some contamination, the other most likely would not be affected. He advised that everything had been submitted to GEFA, but due to it being a state revolving fund project, the application would be forwarded to other agencies for review, some of which had already responded positively. Also there would be a 30-day public comment period. Mr. Watkins was asked what the chances were of the second well producing less than 500 gpm, and he responded that this area is in the upper Floridian Aquifer and referred to a map held by City Manager Addleton that showed a water formation that runs from Tallahassee through Grady County. He had met with a geologist who had maps that depicted the contours of the water-bearing zones; and based on those, the well should be producing 2,000 gpm just like the one on the

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east side of town. Those maps were produced based on data from existing wells; however, there was not enough historical data available for southwest Grady County. He was hopeful that the second well would produce more gallons per minute, but stated that it was an “educated guess.” Mayor VanLandingham stated that the wells located at various sites at the nursery nearby did not all produce the same. City Manager Addleton advised that he hoped to hear from the 30-day comment period and be finished with the application process in September. Regarding the bid process, Mr. Watkins stated that he was close to having all the plans finished; and City Manager Addleton advised that a categorical exemption would still be needed to eliminate going through a lengthy environmental review process.

2.) Jennifer Edwards - Census 2010. Ms. Edwards updated the Council on the Census Program, stating that the address canvassing phase had been completed in May; and questionnaires would be sent out in March 2010, most of which would contain only 10 questions. They were presently working with group validations such as jails, missions, shelters, etc. She emphasized how important it was to obtain an accurate count of citizens and non-citizens, as the 2010 count would greatly impact how \$300 billion in funds would be distributed by the government each year, as well as impact voting district lines. It was learned that, in the 2000 Census, only 62% of Grady County residents returned the questionnaires. Ms. Edwards encouraged the Council to take an active role in promoting citizen participation in the program and requested the appointment of someone in the next two weeks to serve as a liaison for a census committee. She stated that census workers would be hired in each county, and local centers would also be set up to help those residents who needed assistance in completing the forms. City Manager Addleton was asked to confer with County Administrator Moye regarding the formation of a City-County committee.

3.) Pinpoint Geotech Data Collection. Sales Director Bob Magee introduced Regional Sales Representative Mack McCarter who presented an overview of a recently-installed software system to be used initially in the Community Services Department to pinpoint data and record the location of debris, trash, limbs, pot holes, etc. A small computerized device would be mounted in the garbage truck, and the driver would press a keypad to automatically record the type of service needed and log the location through integrated GIS data. The information would be downloaded at the end of the day and work orders automatically generated. With this information available, employees would not have to run routes on every street in town to pick up trash or check for potholes. This application should provide for route optimization, fuel and equipment conservation, and better customer service and could also be used by other departments for a variety of functions. When asked about automatic work order route optimization, Mr. McCarter noted that manual route planning by employees would actually be more efficient. Community Services Director Mitchell stated that the garbage truck ran four days a week, so the work orders generated for debris, etc. would be picked up the day after garbage pickup. It was noted that the public would need to be informed to also put out their trash on garbage pickup day so their location could be logged in for next-day pickup. Director Mitchell was requested to present a status report to the Council in 60 days.

4.) Johnny Mack Butler: Mausoleum-Forest Lawn Cemetery. Mr. Butler was not present.

SPECIAL EVENT: None

OLD BUSINESS:

Personnel Policy Amendment - Re-Evaluation of Proposal for Employee Vacation. Human Resource Director Meades presented the revised proposal, with Mayor VanLandingham pointing out that the 16-19 year bracket should be 10-19 years. He commented on changing the proposed 10-19 year bracket (120 annual vacation hours) to 10-24 years and the 20+ bracket to 25+

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years (144 hours). Councilman Douglas suggested splitting the 1-4 year bracket into 1-2 years at 60 hours and 3-4 years at 84 hours. Councilman Thornton commented that there would be a longer period of time in the 120 hour level. Councilman Cloud noted that the policy was changed around 1987 or 1988 to eliminate giving four weeks vacation. Councilman Gilliard was in agreement with the 60 hours for years 1-2. After review, motion was made by Councilman Douglas to approve the policy on an “earn as you go” accumulation method as follows:

		(Monthly Accumulation)
New Hires up to 1 yr.	42 hours	(3.5 hours)
1 thru 2 years	60 hours	(5 hours)
3 thru 4 years	84 hours	(7 hours)
5 thru 9 years	96 hours	(8 hours)
10 thru 24 years	120 hours	(10 hours)
25 years and up	144 hours	(12 hours)

Motion was seconded by Councilman Cloud and passed unanimously by all Council Members. After further questions and discussion, motion was also made by Councilman Douglas to implement the policy effective back to July 1, 2009. Motion was seconded by Councilman Gilliard and passed unanimously by all Council Members. Staff was instructed to go back to the original hire date of those newer employees who had not earned any vacation to compute their accumulation which should not be more than 60 hours and to also give other employees what had been earned for January through June of this year (that would have normally been credited to them on January 1, 2010) based on the old policy, with the balance of the year earned and accumulated monthly under the new policy based on hire date. After further discussion, motion was made by Councilman Cloud to set a maximum accumulation of 100 hours, with any further accumulation being lost until the 100 hours had been reduced by use of vacation. Motion was seconded by Councilman Douglas and passed unanimously by all Council Members.

NEW BUSINESS:

Resolution - Grady County, City of Cairo, and City of Whigham - Change in Bylaws of Southwest Georgia Regional Commission Council and Representatives Selection Process. City Manager Addleton advised that the General Assembly had changed the “Rural Development Center” to a “Rural Commission” and due to a change in the adopted bylaws, a resolution was necessary for the counties, and cities within those counties, to set policy for selection of members in each county. Council reviewed the resolution that had been prepared and already approved by Grady County and the City of Whigham. The County would select an elected official as representative to the Regional Council, and the Cities of Cairo and Whigham would jointly select an elected official as the city representative. Each would serve until the term of his/her election to government office expired. The chairperson of the county commission would caucus with the two city mayors to select a non-public representative who could not be an elected or appointed city or county official. That non-public representative would be appointed annually for a one-year term and could be reappointed from year to year. After discussion, motion was made by Councilman Douglas to approve the selection process and resolution. Motion was seconded by Councilman Gwaltney and passed unanimously by all Council Members.

Public Hearing - Consider Amending Ordinance to Eliminate Family Personal Care Homes as Conditional Use in the Single Family Residential District (R-1, R1-A, and R1-AA) Zones. There were no public comments, and the Public Hearing was closed.

Introduction of Ordinance - Proposed Change in Zoning to Eliminate Family Personal Care Homes as Conditional Use in the Single Family Residential District: R-1, R1-A, R1-AA.

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The ordinance was considered and recommended for adoption by the Cairo Planning Commission at its August 20th meeting. (Ordinance was introduced and will be considered for adoption by Council at the September 14th meeting).

Introduction of Ordinance - Clarification/Modification of a “Section” of the Ordinance to Change Zoning to Eliminate Family Personal Care Homes as Conditional Use in the C-2 Highway Commercial District. The ordinance was considered and recommended for adoption by the Cairo Planning Commission at its August 20th meeting. (Ordinance was introduced and will be considered for adoption by Council at the September 14th meeting).

Application for Alcoholic Beverage License: Shaileshkumar Patel – Trusha Inn dba Hud’s #1, 375 5th Street SE - Retail Beer & Wine, Package Only. After review, motion was made by Councilman Gwaltney to approve the application. Motion was seconded by Councilman Cloud and passed unanimously by all Council Members.

Boys and Girls Club - Performance Contract between the City of Cairo and Marguerite Neel Williams Boys & Girls Clubs of Thomas County, Inc. City Manager Addleton reported that the Local Boys and Girls Club Steering Committee had looked at the feasibility of establishing a club here to be affiliated with the Thomas County Club. It had been learned that this would be an eligible activity for use of the Holder Park Community Center, and programs currently in place at the center would be integrated into the club programs (Holder Pool would not be included). A Performance Contract between the City and the Thomas County Club was needed to proceed, and Attorney Lehman had reviewed and made some revisions to the agreement (revised agreement presented at the meeting). Per the annual agreement, the City would commit to allowing the club exclusive access to the Holder Park Center and continue to pay utilities, provide building insurance, and building and grounds maintenance and repair. There were some other things that would have to be worked out, but a possible December 1st starting date was being considered. There would also be grant opportunities available for the club. After discussion, motion was made by Councilman Cloud to approve the contract. Motion was seconded by Councilman Douglas and passed unanimously by all Council Members.

OTHER BUSINESS: None

CITY MANAGER’S REPORT:

1. The Certification of Right of Way for 17th Ave., NW had been submitted, and the street was on DOT’S list to be recommended to the Governor for approval.
2. There was a Disaster Drill held at the hospital the previous Thursday, and City Manager Addleton commended the City departments on their participation.
3. The Mayor and Council were invited to a luncheon to be held at 11:30 on Wednesday, August 26th, at the Grady Cultural Center sponsored by the Chamber of Commerce and Southwest Georgia Technical College for the Work Ready Community of Excellence Program.

REPORTS:

- 1.) **Cairo Fire Department:** Incident List.
 - 2.) **Utilities Department:** Citations-Warnings, Inspections, Code Enforcement.
- Councilman Douglas requested follow-up or update on unfinished items on the Citation Warning Report.

REPORTS FROM MAYOR & COUNCIL

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Councilman Cloud requested Attorney Lehman to see if the City had the authority to require a homeowner on Oak Drive, NE (second house on left) to clear the bushes and overgrowth off the house.

Councilman Douglas informed the Council that Danny Palmer, Camilla City Councilman, had suffered a heart attack the previous week.

EXECUTIVE SESSION: None

ADJOURN: There being no further business, the meeting was adjourned.

APPROVED:

**RICHARD VANLANDINGHAM
MAYOR**

ATTEST:

**CAROLYN B. LEE
CITY CLERK**