

Dublin City Hall  
December 5, 2024

The regular meeting of the Mayor and Council was held at Dublin City Hall, on Thursday, December 5, 2024 at 5:30 P.M.

Mayor Joshua Kight called the meeting to order. Council members Bill Brown, Tess Godfrey, Sara Kolbie, Paul Griggs, and Chris Smith were present. Council members Bennie Jones and Rich Mascaro were absent. The invocation was given by Emory Bostic followed by the pledge of allegiance to the flag.

#### SPECIAL PRESENTATION

Council recognized the Tri-County Elite Football Team for winning the Southeastern Conference Finals and wish them luck in the Nationals in Naples, Florida on Sunday. This event will be televised on ESPN. Tri-County Elite Football Team is group of kids from the community who are participating in a football team being coached by Patrick Rebel and Thomas Walker.

#### APPROVAL OF THE NOVEMBER 21, 2024 COUNCIL MEETING

A motion was made by Councilman Griggs and seconded by Councilman Smith to approve the minutes. The motion carried 5/0.

#### APPROVAL OF BILLS OVER \$15,000

A motion was made by Councilman Griggs and was seconded by Councilwoman Godfrey to approve the following bills. The motion carried 5/0.

CHECK#	DATE	PAYMENT TO	PURCHASE	AMOUNT
DFT0002533	11/18/24	Georgia Department of Revenue	Sales Tax-Oct 2024	16,354.98
42546	11/21/24	Ryland Oil Company	Restock Fuel	25,299.20
42545	11/21/24	RPI Underground, Inc.	Dublin Industrial Sewer Project	261,431.48
42486	11/21/24	C.E. Garbutt Construction Co.	Oconee Gym Renovation	41,461.92
CSHQct24	11/21/24	Municipal Gas Authority of GA	Gas Purchase	16,810.98
MGAGOct24	11/21/24	Municipal Gas Authority of GA	Gas Purchase	737,787.26
42603	11/26/24	Thomas & Hutton Engineering Co.	Woodlawn-Claxton/Madison St.	61,878.64
Retirement1124	11/26/24	GMEBS-Retirement Trust Fund	November 2024 Admin Fees	165,768.33
DFT0002573	11/27/24	Internal Revenue Service	Payroll Taxes	136,922.67
DFT0002572	11/27/24	Department of Revenue	Payroll Taxes	22,424.75
			Total:	\$1,486,140.21

#### APPROVAL OF PURCHASES OVER \$15,000

There were two purchases for council consideration.

Patrol Rifles - Staff budgeted to purchase 15 rifles for the patrol division of the police department. The police department currently have 63 rifles in the department on loan through military surplus and due to the good work of our purchasing department, this purchase is to replace 23 under a statewide

contract. The purchase is for 23 rifles from GT Distributors, Inc. In Austin, Tx, at a rate of \$894.94 each totaling \$19,548.62. This is just under our budget of \$19,875.00. This will be paid for out of the Other Equipment line item of Police-Patrol's Budget (Account #100-3223-542500).

Parker Dairy Replacement Windows for the Water Plant- Staff budgeted to replace the windows in the surface water plant on Parker Dairy Road as a part of a larger project to also renovate the old lab of the facility. Staff has been able to find a turn-key contractor through a sourcewell statewide contract. This purchase is for 18 new YKK YES45 TU thermally broken storefront style frames with high performance sill pan windows. This service includes the removal of the current windows and installation of the new. The total cost is \$46,690.21 and is from Lynn Construction Contracting, Inc. out of Claxton, Georgia. This will be charged to '24 SPLOST Account #322-4430-541300.

Councilwoman Godfrey made a motion to approve the purchases and seconded by Councilwoman Kolbie. The motion carried 5/0 to approve.

#### SECOND READING AND PUBLIC HEARING OF ORDINANCE #24-07 TO AMEND THE FY'25 BUDGET.

City Manager Powell read ordinance #24-07 to amend the budget for the fiscal year ending June 30, 2025. The purpose of this amendment is to ensure budgetary compliance and provide greater transparency of the city's fiscal operations. Total Revenues and Expenditures were originally budgeted at \$95,364,169 and they are being amended to be \$96,828,144 with this ordinance. Mayor Kight closed the council meeting and opened the public hearing. No citizens spoke in favor or opposition of the ordinance. Mayor Kight closed the public hearing and reopened the council meeting. Councilman Griggs made a motion to approve the ordinance and seconded by Councilman Smith. City Clerk Browning called the roll for a vote. The vote carried 5/0 to approval.

#### DISCUSSION AND ACTION ON RESOLUTION #24-54 FOR AN MOU WITH OCONEE FALL LINE TECHNICAL COLLEGE ("OFTC") FOR THE USE OF 511 CHARLES MANNING WAY ("OCC") FOR EDUCATIONAL SERVICES AND RESOURCES

City Manager Powell read resolution #24-54 to accept and approve the terms of a memorandum of understanding with Oconee Fall Line Technical College to provide Adult Educational Resources at the location of 511 Charles Manning Sr. Way. Oconee Fall Line Technical College offers free classes to individuals seeking their GED, basic skills instruction, workplace literacy, and digital literacy skills for adults. There are currently approximately 10 students being served at the Oconee Cultural Center. OFTC continually seeks to offer these classes at alternate locations where they are closest to those who will most benefit from their programs. The city has been leasing a space at the Oconee Cultural Center for many years now and OFTC requires the agreement to be updated annually. This would be for the current year (which actually began in July 2024 - and has automatic renewal provisions for one year at a time. The city will provide the facility for no cost in exchange for them providing these services to the local community. Councilwoman Kolbie made a motion to approve the resolution and seconded by Councilwoman Godfrey. The motion carried 5/0 to approve.

DISCUSSION AND ACTION ON RESOLUTION #24-55 TO APPROVE A CONTRACT TO LEASE SPACE FOR CONGRESSMAN ALLEN

City Manager Powell read resolution #24-55 to accept and approve the terms and of an agreement for office space for the Office of Representative Rick W. Allen. City Hall has been for many years leased office space to our U.S. Representative's office and it is required that this lease be renewed with each election. The lease provides no rental, but we have the benefit of having direct access to a U.S. Representative's office, which has been helpful to us in the past. This office provides any citizen with direct access to the representative's office for assistance with any federal agency, including, but not limited to the VA, IRS, and Housing and Urban Development (HUD). Many people in the community come to city hall to get assistance from this office. Councilman Griggs made a motion to approve the resolution and seconded by Councilwoman Kolbie. The motion carried 5/0 for approval.

DISCUSSION AND ACTION ON RESOLUTION #24-56 TO ESTABLISH CITY COUNCIL MEETING TIMES

City Manager Powell read resolution #24-56 adopting and approving council meeting times per City Ordinance Section 2-18; to repeal conflicting ordinances and resolutions. The resolution will establish starting in 2025 that the first meeting of the month (1<sup>st</sup> Thursday) is held at 5:30PM and the second meeting of the month (3<sup>rd</sup> Thursday) is held at 12:00PM. City Ordinance Section 2.18 provides that the regular meetings of the city council are held on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month. Councilwoman Godfrey made a motion to approve the resolution and seconded by Councilman Griggs. The motion carried 5/0 for approval.

DISCUSSION AND ACTION ON RESOLUTION #24-57 TO APPROVE A QUITCLAIM EASEMENT FROM THE CITY TO CONTINENTAL FARMING ACCESS & SISTERLAND, LLC

City Manager Powell read resolution #24-57 to execute and deliver a quitclaim deed for a certain easement to Continental Farming Corporation and Sisterland LLC. The property and facility that houses WINGS off of Firetower Road. An adjacent property owner is selling the property and there is a matter that needs cleaning up in the title concerning an old ½ driveway easement that was quitclaimed to the adjacent property owner by the city back in 2005. The quitclaim only related to the portion of the easement that was on the city's property without addressing the portion of the easement that is on the property of Continental Farming Access & Sisterland, LLC. The purpose of the resolution is to get authorization from the council for the mayor to sign the necessary paperwork to the portion of the easement on the neighboring property will have clear title. Councilman Smith made a motion to approve the resolution and seconded by Councilman Griggs. The motion carried 5/0 for approval.

**DISCUSSION AND ACTION ON RESOLUTION #24-58 TO AUTHORIZE A CONTRACT FOR THE HILBURN PARK DESIGN BUILD**

City Manager Powell read resolution #24-58 to approve the award of a contract to Garbutt Construction Company for the Hilburn Park Design Build Project and Pritchett Street Park. Staff solicited proposals for the remaining architectural services and design work

and construction of Hilburn Park. Bids includes the walking paths, the lighting, the landscaping, the bathroom facility (and also a bathroom facility for Pritchett Park as well) and also we will determine what will be able to be done with the front corner where the pickleball courts should go. The fee proposed is from Garbutt Construction and includes a 6% fee for Architectural and Engineering services (to be provided by Fry Design Group) and 8% fee for the Design-Builder fee. Both percentages would be of the total construction cost of the project, which we have estimated to be \$1,000,000 (for all of Hilburn and the bathroom facility at Pritchett). The resolution will authorize us to engage with Garbutt for this work with these fee percentages. The proposed timeline for the project is to be completed by early summer of 2025. This will be paid for out of Account #100-6225-541225(Hilburn) and #100-6226-541226-541226(Pritchett) - Site Improvements. Councilman Smith made a motion to approve the resolution and seconded by Councilman Griggs. The motion carried 5/0 for approval.

DISCUSSION AND ACTION ON ADDITIONAL TRAVEL FOR COUNCIL MEMBERS  
BENNIE JONES AND CHRIS SMITH

Per the current travel policy, Staff is submitting for approval for Councilmen Jones and Smith to attend the National League of Cities conference in Washington, DC from March 7<sup>th</sup> through the 13<sup>th</sup>, 2025. Staff have reserved a hotel room and airline tickets for both and after their mileage and per diem, they will exceed their travel budgets by approximately \$1,200 each. In order to authorize this additional travel, staff needs council to approve this trip for the two council members. Councilwoman Kolbie made a motion to approve and seconded by Councilwoman Godfrey. The motion carried 5/0 for approval.

CITIZEN COMMENTS

No citizen comments.

COUNCIL COMMENTS

City Treasurer Daniels had no comments.

City Clerk Browning had no comments.

City Attorney Groover had no comments.

Councilman Brown wished everyone a Merry Christmas.

Councilwoman Godfrey thanked everyone for coming. Wished everyone a Merry Christmas.

Councilwoman Kolbie wished Councilwoman Godfrey a Happy Birthday and wished everyone a Merry Christmas.

Councilman Smith thanked everyone for coming and wished everyone Happy Holidays.

Councilman Griggs thanked everyone for coming and wished everyone a Merry Christmas.

City Manager Powell wished everyone a Merry Christmas and Happy New Year. Also updated the citizens on Madison Street Project and the City of Dublin new website.

ADJOURNMENT

Councilman Smith made a motion to adjourn to executive section to discuss personnel issues and seconded by Councilwoman Kolbie. The motion carried 5/0 to adjourn. No action was taken and there being no further business, Mayor Kight adjourned the meeting at 6:32 P.M.



Joshua E. Kight, Mayor

ATTEST:



Heather M. Browning, City Clerk

