

The regular meeting of the Mayor and Council was held at Dublin City Hall, on Thursday, June 20, 2024 at 11:30 A.M.

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

Councilman Jones made a motion to amend the agenda to add item #10 sale of grinder and seconded by Councilman Mascaro. The motion carried 6/0 to amend.

APPROVAL OF THE JUNE 6, 2024 COUNCIL MEETING

A motion was made by Councilwoman Kolbie and seconded by Councilwoman Godfrey to approve the minutes. The motion carried 6/0.

APPROVAL OF BILLS OVER \$15,000

A motion was made by Councilman Mascaro and was seconded by Councilman Smith to approve the following bills. The motion carried 6/0.

CHECK#	DATE	PAYMENT TO	PURCHASE	AMOUNT
40625	6/07/24	Dublin-Laurens Co. Recreation	Appropriation/Hotel-Motel Tax	95,941.87
40630	6/07/24	Laurens County Library	Appropriation	18,669.34
40614	6/07/24	C.E. Garbutt Constructions Co.	Shamrock Fire Station Renovation	109,360.34
40652	6/07/24	Visit Dublin GA	Hotel/Motel Tax	41,536.87
40627	6/07/24	Goodwyn, Mills, and Cawood	Shamrock/New Fire Station	18,804.42
40623	6/07/24	Dublin Board of Education	May 2024 Taxes	49,946.83
40622	6/07/24	Downtown Development Authority	Hotel/Motel Tax	20,768.45
40668	6/13/24	Dublin-Laurens Co. Recreation	Appropriation	54,405.00
40667	6/13/24	Dublin-Laurens Co. Recreation	Hotel/Motel Tax	41,536.87
40770	6/14/24	Ryland Oil Company	Restock Fuel	27,039.04
40744	6/14/24	Laurens County SWMA	Landfill Fees	49,673.43
40687	6/14/24	City Works Equipment & Supply Co.	Scarab Sweeper Rental/Unit 314 Repairs	16,301.77
40742	6/14/24	L&L Utilities, Inc.	Upgrade Peach St. Pump Station	64,221.86
40724	6/14/24	Georgia Interlocal Rish Management	Insurance	161,307.75
40780	6/14/24	T. Lake Environmental Design	FY 2024 Landscaping Fees	18,274.44
40681	6/14/24	C.E. Garbutt Construction Co.	CMR New Fire Station/Shamrock	15,517.00
			<b>Total:</b>	<b>\$ 803,305.28</b>

APPROVAL OF PURCHASES OVER \$15,000

There was one purchase for council consideration.

Traffic Calming Materials and Supplies - Engineering - This purchase will authorize the expenditure of up to \$74,726.38 from multiple vendors for speed cushions, speed limit signs, and

pavement markings. These are the materials needed for traffic calming for Cycle 3 and a follow up on Cycle 2. Details on the Cycle 3 traffic calming are in the materials for item 6 on this agenda in the traffic calming report. The roads included in Cycle 3 are:

Dunwoody; Cameillia, E. Mary, Rowe, Flanders, Pinehurst Drive and Court, Brookdale, Pinewood, Cardinal, Edgewood, and Live Oak Subdivision and we've added Garner Street based on recent activity on that road.

The breakdown of the purchase is as follows:

Mid State Striping - \$24,600

GCI Manufacturing - Speed Limit Signs - \$644.12

Traffic Safety Store Speed Cushions - \$42,574.26.

Added Garner Street - \$6,908.00

This is budgeted from TIA Discretionary funds and this purchase is well within the \$150,000 allocated each year for traffic calming. This is paid out of account #235-4270-541415 (TIA - Infrastructure - Traffic Calming). Councilman Jones made a motion to approve the purchase and seconded by Councilman Brown. The motion carried 6/0 to approve.

#### SECOND READING AND PUBLIC HEARING OF ORDINANCE #24-05 TO READOPT THE GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM ("GMEBS") DEFINED BENEFIT RETIREMENT PLAN

The GMA Risk Management and Employee Benefits Services Board of Trustees has submitted and received a favorable determination from the IRS for the Defined Benefit Retirement Plan that the City participates in. It is required that all employers who participate in the GMEBS retirement plan readopt their plans to ensure continued tax qualified status using the most recent IRS-approved document templates per the communication received via memorandum from GMA. The document titled "Summary of Amendments 9-15-2023" outlines the modifications from the last adopted plan. Benefits remain the same. 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 Jones made a motion to approve the ordinance and seconded by Councilman Brown. City Clerk Browning called the roll for a vote. The vote carried 6/0 to approve.

#### DISCUSSION AND ACTION ON RESOLUTION #24-27 TO APPROVE AN ENGAGEMENT LETTER WITH NICHOLS, CAULEY & ASSOCIATES, LLC FOR THE FY24 AUDIT

City Manager Powell read resolution #24-27 authorizing execution of an engagement letter with Nichols, Cauley, & Associates, LLC for professional auditing services for the FY 24 audit. Each year, the city is required to have an annual audit of its financial statements. This letter provides an understanding of the scope of services performed by the audit firm and outlines the various responsibilities of both parties during the audit process. Additionally, the firm will audit the city's compliance over major federal award programs as stated in the letter. Fees are based on the amount of time needed to complete the work, and rates vary based on the auditor's level of responsibility. Historically, we have budgeted an estimated \$60,000 for auditing services. This service is budgeted in account #100-1560-521200 The cost estimate of \$60,250.00 is slightly above the money budgeted for these

services. Councilman Brown made a motion to approve the resolution and seconded by Councilman Smith. The motion carried 6/0 for approval.

DISCUSSION AND ACTION ON RESOLUTION #24-28 TO REDUCE SPEED LIMITS ON CERTAIN CITY STREETS

City Manager Powell read resolution #24-28 to reduce the maximum speed limit on certain streets within the corporate limits of the City of Dublin. The resolution will reduce the speed limit on the following city streets to 25 miles per hour: Mary Street; Rowe Street; Flanders Street; Pinehurst Drive; Pinehurst Court; and Brookdale Drive. This resolution is required by the governing authority to reduce the speed on these streets. This is a part of the cycle 3 traffic calming measures. Councilwoman Kolbie made a motion to approve the resolution and seconded by Councilman Jones. The motion carried 6/0 to approve.

DISCUSSION AND ACTION ON RESOLUTION #24-29 TO APPROVE A PROPOSAL FOR LANDSCAPE AND GROUNDS MAINTENANCE SERVICES FOR CITY PARKS

City Manager Powell read resolution #24-29 to approve the award of a contract for the maintenance of City Parks to Dixie Lawn and Landscaping, Inc. We solicited proposals for grounds maintenance for city parks as we plan to take over maintenance of the city parks from the REC Authority. The evaluation committee reviewed the proposals and scored them based on:

1. Price - 20%
2. Experience - 20%
3. Conformity to Specification - 10%
4. Adequate Staffing - 20%
5. Financial ability to meet the contract - 10%
6. Sufficient Equipment to do the job - 20%

Based on the evaluation of the submissions, Dixie Lawn & Landscaping, Inc. is recommended for all parks. Paulk Landscaping scored higher only on Stubbs, but on balance the recommendation from staff is to go ahead and award the contract on all of the parks to one vendor for ease of oversight and maintenance of the agreement. The total proposal from Dixie is as follows:

Stubbs Park - \$7,508.00/month  
Springdale Park - \$7,850.00/month  
Pritchett Park - \$1,087.00/month  
Roscoe Brower Park/Oconee Gym - \$5,315.00/month  
Hilburn Park - \$752.00/month  
Crabb Park - \$1,334.00/month  
Sandra K. Scott Park - \$640.00/month  
Mayor Grady Wright Park - \$516.00/month  
Total annual cost is \$300,024.00.

The work includes weekly visits to each park for mowing, edging, sweeping, weed control, pruning, mulching, aeration, fire ant control, ornamental beds, fertilization, and sports field maintenance, if applicable. We have \$375,000 budgeted for parks maintenance and the difference will cover any additional work requested throughout the year. Staff recommends you authorize us to contract with Dixie and approve the resolution to authorize us to contract with them for these services. The contract will be for one year with three options to extend the agreement for up to three one-year terms. Councilman Mascaro made a motion to approve the resolution and seconded by Councilman Brown. The motion carried 6/0 to approve.

DISCUSSION AND ACTION ON RESOLUTION #24-30 FOR THE APPROVAL OF THE UGA ARCHWAY AGREEMENT.

City Manager Powell read resolution #24-30 approving a memorandum of understanding with Laurens County, the University System of Georgia by and on behalf of the University of Georgia and the Office of the Vice President for Public Ser

This resolution will authorize the city to execute the agreement with Laurens County and UGA to start the local Archway Program. This program will open access to all of UGA's colleges for any community needs we may have and provide resources through their student body to assist with local projects and studies. The city's obligation is to pay half of the salary of a staff member that will be located here in Dublin and the County will pay the other half. The total obligation of the city is \$35,000. The Development Authority, while not a party to the agreement, has agreed to provide office space for the staff member. UGA will provide the staff member, their office supplies and equipment, and will coordinate the various students of their many colleges as appropriate as we identify key projects for them to work on. This was not particularly budgeted, but we are going to pay for this out of Engineering Professional Services - Account #100-1575-521200. Councilman Jones made a motion to approve the resolution and seconded by Councilwoman Godfrey. The motion carried 6/0 to approve.

DISCUSSION AND ACTION ON RESOLUTION #24-31 TO APPROVE THE PURCHASE OF PROPERTY ON MADISON STREET

City Manager Powell read resolution #24-31 to approve the purchase of Tax Parcels D20A-030 and D20A-02A. Staff was able to negotiate the purchase of the property on Madison Street and the triangle piece from the owner for \$550,000. This property is desired for temporary use by our Water Construction Division of Water and Sanitation Division of Public Works while their facility is renovated. Long-term plans for this building are to house the Street Division of Public Works. Staff's recommendation was to approve the Resolution. This was not budgeted and will be paid out of reserves. The accounts will be Buildings and Building Improvements in the Water and Sanitation Funds (505-4410-541313 and 540-4510-541313). Councilwoman Kolbie made a motion to approve the resolution and seconded by Councilman Mascaro. The motion carried 6/0 to approve.

DISCUSSION AND ACTION ON THE SALE OF THE CITY'S GRINDER TO THE SOLID WASTE MANAGEMENT AUTHORITY.

Councilman Smith made a motion to approve the City Manager to negotiate the sale of the city's grinder to the Solid Waste Management Authority and seconded by Councilman Mascaro. The motion carried 6/0 for approval. The SWMA has been using our grinder since we stopped the operation of the city's mulch yard many years ago. Staff has no need for the machine now and instead of continuing to loan it to them. Staff come up with a price of \$85,000 less the cost to get it running again and will see about making that exchange soon.

CITIZEN COMMENTS

Rae Bloodworth asked council to take another look at Pinehurst Court due to speeding in the area. Also, on Claxton Dairy Rd adding a railing to the unsafe area. The Southside Association does a Feed the Kid program at the gym and we still like to use the gym.

COUNCIL COMMENTS

City Treasurer Daniels had no comments.

City Attorney Groover had no comments.

City Clerk Browning had no comments.

Councilman Brown thanked everyone coming and wished council safe travels to Savannah.

Councilman Jones thanked everyone for coming. Also thanked the citizens for their comments and concerns.

Councilwoman Godfrey thanked everyone for coming out and wished council safe travels to Savannah.

Councilwoman Kolbie exciting day when we can see the maintenance of city parks back under the city's direction. Thanked the Engineering Department and Tara Bradshaw for their work with project Slow Zone. Also reminded everyone to get out to the farmer market.

Councilman Smith had no comments.

Councilman Mascaro had no comments.

City Manager Powell stated that next week Prichett Park playground equipment will be delivered. Hilburn Park is schedule for July.

Mayor Kight excited about the neighborhood parks. Also spoke about Springdale Park and future plans.

ADJOURNMENT

There being no further business, Mayor Kight adjourned the meeting at 12:10 P.M.

  
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Joshua E. Kight, Mayor

ATTEST:

  
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Heather M. Browning, City Clerk

