

Dublin City Hall  
June 6, 2024

The regular meeting of the Mayor and Council was held at Dublin City Hall, on Thursday, June 6, 2024 at 5:30 P.M.

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

SPECIAL PRESENTATION

Presentation of employee of the year 2023:

Employee of the year for 2023 was Ms. Marissa Moon, Municipal Court Clerk

City of Dublin International Committee:

2024 Exchange Participants:

Chaperones: Sara Kolbie, Chair, International Committee Member, Council Member

Kirk Kolbie Buffy Walker, International Committee Member

Students: Kellan Copeman - 11<sup>th</sup> Grade - ELHS

Kate Kolbie - 12<sup>th</sup> Grade - DHS

Derricka Lewis - 11<sup>th</sup> Grade - DHS

Emma Claire McDaniel - 10<sup>th</sup> Grade - DHS

Derick McRae, Jr. - 12<sup>th</sup> Grade - DHS

Caroline Smith - 12<sup>th</sup> Grade - WLHS

Judd Walker - 10<sup>th</sup> Grade - WLHS

Elle Walker - 11<sup>th</sup> Grade - WLHS

Paris White - 12<sup>th</sup> Grade - DHS

City of Dublin Youth Program:

Municipal Court Judge Lauren Kirkland gave the oath of office to the 2024-2025 Youth Council Members.

Gage Garnto	Ella Selman
Arryanna Lloyd	Zaylen Bosten
Biance Edmond	Darci Spires
Zamani Williams	Kathryn Bryan
Morgan Moore	Nolan Terry
Amiria Thomas	Kaitlyn Bryan
Olivia Sleman	CJ Stubs
Brooklyn Zegler	Lillian Davis
Emma McDaniel	Adrian Beacham
Brooke Harber	Asa Avery
Krishna Patel	
Dustyn Clements	
Priscilla Allen	
Caylin Hubbard	

APPROVAL OF THE MAY 16, 2024 COUNCIL MEETING

A motion was made by Councilman Jones and seconded by Councilman Griggs to approve the minutes. The motion carried 7/0.

APPROVAL OF BILLS OVER \$15,000

A motion was made by Councilman Smith and was seconded by Councilman Jones to approve the following bills. The motion carried 7/0.

CHECK#	DATE	PAYMENT TO	PURCHASE	AMOUNT
40342	5/10/24	Consolidated Pipe & Supply Co.	Stock Orders	15,878.25
MetLife	5/10/24	MetLife	Dental/Vision Insurance	27,605.14
40356	5/10/24	GA Power Company	Utilities	166,794.38
DFT0002147	5/14/24	GA Environmental Facilities Auth	GEFA Payments	16,951.09
DFT0002133	5/14/24	Department of Revenue	Payroll Taxes	17,467.24
DFT0002132	5/14/24	Internal Revenue Service	Payroll Taxes	107,562.39
DFT0002138	5/14/24	Georgia Department of Revenue	April 2024 Sales Tax	28,454.22
40429	5/16/24	GA Power Company	Utilities	82,213.72
40444	5/16/24	Laurens County SWMA	Landfill Fees	48,863.24
MGAGCSH	5/21/24	Municipal Gas Authority of Georgia	Gas Purchase	15,946.56
MGAG	5/21/24	Municipal Gas Authority of Georgia	Gas Purchase	501,696.72
40559	5/23/24	Thomas & Hutton Engineering Co.	TAP Design/Church-Rice/Madison St.	50,189.45
40566	5/23/24	USA Bluebook	Lab Supplies	17,722.94
40495	5/23/24	C.E. Garbutt Construction Co.	City Hall Brick and Window Project	108,952.76
40538	5/23/24	L&L Utilities, Inc.	Fire Hydrant Replacement	75,450.00
40536	5/23/24	James Bates Brannan Groover LLP	City Attorney Cost and Fees	16,766.19
40549	5/23/24	Ryland Oil Company	Restock Fuel	25,597.72
40521	5/23/24	GA Power Company	Utilities	87,028.91
DFT0002152	5/28/24	Department of Revenue	Payroll Taxes	18,257.01
DFT0002151	5/28/24	Internal Revenue Service	Payroll Taxes	113,407.80
40584	5/31/24	Georgia Power Company	Lighting Service Agreement-Madison St.	139,750.00
40580	5/31/24	Charter Communications	Relocate-Madison St. Project	72,652.24
			<b>Total:</b>	<b>\$1,752,207.97</b>

APPROVAL OF PURCHASES OVER \$15,000

There was one purchase for council consideration.

GAB for Jarondon Drive- The County is going to be doing the grading for Jarondon to be paved and this purchase is for the graded aggregate base (GAB) needed to complete the project, which is the final step before paving. The two purchases for this are 1) the materials from Vulcan and 2) the hauling of it from the quarry to Dublin, which is the email quote from Hazel Trucking. The material from Vulcan is \$21.25/ton and the quote from Hazel to truck the material is \$16.00/ton. We need an approximated 1,000 tons for this project, which brings the total up to \$37,250. This is budgeted and will be paid for out of Tia Discretionary. Councilman Smith made a motion to approve and seconded by Councilman Jones. The motion carried 7/0 for approval.

SECOND READING AND PUBLIC HEARING OF ORDINANCE #24-02 TO ANNEX 0.50 ACRES OF LAND LOCATED AT PARCEL D04E 015 AS P (PROFESSIONAL) ZONE

City Manager Powell read ordinance #24-02 to annex 0.50 acres more or less, of land located at Parcel D04E 015, as P (Professional) zone. Proposed use is for a medical office. CV Properties of Dublin, LLC is the applicant for this annexation

request. The organizer and registered agent for this LLC is Vishal Agrawal. The request is to annex 0.50 acres of property located directly behind 105 Fairview Park Drive for the expansion of an existing medical office. The request is to zone the property as P-Professional Zone. The allowable uses for the Professional zone are in your materials. This annexation will have minimal impact on the city from an infrastructure standpoint, the property already has road access, water, sewer, and natural gas. Currently the land is used as agricultural/forestry property in the unincorporated county. The proposed use is consistent with our comprehensive plan as it supports the continued development of health care-related facilities to support Dublin's vital medical industry. 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 Brown made a motion to approve the ordinance and seconded by Councilman Jones. City Clerk Browning called the roll for a vote. The vote carried 7/0 to approve.

SECOND READING AND PUBLIC HEARING OF ORDINANCE #24-03 TO PROVIDE FOR ADOPTION OF THE FISCAL YEAR 2025 OPERATING BUDGET FOR THE CITY OF DUBLIN.

City Manager Powell read ordinance #24-03 to provide for the adoption of the Fiscal year 2025 operating budget for the City of Dublin, to update the position and classification schedule for employees of the city; to set criteria for the city's retention incentive; to adopt a five-year capital improvement plan for the city. The budget ordinance is comprised of six sections as follows: Section 1 outlines the revenues by fund, Section 2 outlines the expenses by fund, which correspond with the revenues, Section 3 adopts the personnel classification and compensation schedule, which has been updated based on the general wage adjustment provided by the council in the budget; Section 4 sets the criteria for the annual retention incentive, Section 5 adopts the capital improvement plan, and Section 6 sets an effective date for the ordinance. The total requested budget for FY'25 is \$95,364,169. The budget includes investment in our city parks, roads, facilities, utility infrastructure, and a wage adjustment for personnel. 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 Brown made a motion to approve the ordinance and seconded by Councilman Griggs. City Clerk Browning called the roll for a vote. The vote carried 7/0 to approve.

SECOND READING AND PUBLIC HEARING OF ORDINANCE #24-04 AMENDING SECTION 24-38, 24-39, AND 24-72 OF CHAPTER 24 ENTITLED "UTILITIES" OF THE CODE OF ORDINANCES

City Manager Powell read ordinance #24-04 amending section 24-38, 24-39, and 24-72 of Chapter 24, entitled "Utilities". This ordinance is the one that council pass each year to increase our water and sewer rates to keep up with the increased cost of running the water and sewer utility for the city. For FY'25, there is a total increase of \$0.20 per 1,000 gallons for both water and sewer resulting in a new base charge of \$12.40 for each of these utilities (\*The base charge is the first 2,000

gallons of water). Currently, the base charge for water and sewer is \$12.00 each. Likewise, proposed consumption rates for both water and sewer are increasing \$0.20 per 1,000 gallons resulting in a new water consumption charge of \$4.95 per 1,000 gallons and a new sewer charge of \$5.00 per \$1,000 gallons. Currently the rates are \$4.55 and \$4.60, respectively. So, the minimum bill for city residents will go from \$24.00 to \$24.80 for water/sewer. The outside of the city limit rates would increase by double the amount to stay consistent with our current fee structure. 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 7/0 to approve.

DISCUSSION AND ACTION ON RESOLUTION #24-23 APPROVING AN AGREEMENT WITH THE DEPARTMENT OF CORRECTIONS FOR A WORK DETAIL SERVICES

City Manager Powell read resolution #24-23 approving a contract with the Georgia Department of Corrections for the services of a work detail for the City of Dublin. Staff received the updated agreement for the upcoming year for the work detail that we use at Riverview Golf Course. The agreement provides a termination clause that we can terminate the agreement with seven (7) days' notice for convenience. This agreement is the same as it has been in years past. They will provide a maximum of ten (10) workers and one (1) officer. The city will provide a vehicle for them to be able to transport the offenders to Riverview. The contract amount is \$24,659, which is the same amount as it was this past year. The term is from July 1, 2024 through June 30, 2025. This is budgeted and will be paid from Account #560-6131-523850. Councilman Mascaro made a motion to approve the resolution and seconded by Councilman Brown. The motion carried 7/0 for approval.

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

City Manager Powell read 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. This is a first reading of the ordinance and the second reading and public hearing will be at the June 20<sup>th</sup> City Council Meeting.

DISCUSSION AND ACTION ON RESOLUTION #24-24 TO APPROVE AND ACCEPT THE TERMS OF A PROMISSORY NOTE AND LOAN AGREEMENT WITH THE GEORGIA ENVIRONMENTAL FINANCE AUTHORITY (GEFA) FOR THE INDUSTRIAL SEWER PROJECT

City Manager Powell read resolution #24-24 to approve and accept the terms of a loan agreement and promissory note with the Clean Water State revolving fund. The total cost of the Industrial Sewer Project is now just over \$8Million dollars. Staff has requested and received approval from GEFA for the additional loan funds we need to fully fund the project. This is not an amendment to our existing loan, as they were unable to provide additional funding under that program, but a new loan with new terms. The interest rate on this loan is 1.9% and is payable on a 20-year term with no pre-payment penalty. This additional loan amount is \$600,000. A current breakdown of the funding for the project is as follows:

GEFA Loan 1 - \$4,880,400 (20-year term, 0% interest; also has \$275,000 in principal forgiveness)

EDA Grant - \$2,620,000

New GEFA Loan 2 - \$600,000 (20-year term, 1.9% interest). Annual principal and interest payments will be approximately \$275,000 and do not begin until the project is completed, which is anticipated to be the first quarter of 2025. Staff recommends you approve the Resolution to approve the new loan agreement and promissory note with GEFA for \$600,000 for the project.

Councilman Brown made a motion to approval the resolution and seconded by Councilman Griggs. The motion carried 7/0 for approval.

#### DISCUSSION AND ACTION ON RESOLUTION #24-25 TO AWARD A CONTRACT FOR THE HILBURN PARK PICKLEBALL CONSTRUCTION PROJECT.

City Manager Powell read resolution #24-25 to approve the award of a contract for the construction of the Hilburn Park Pickleball Courts. Staff requested proposals for the construction of six pickleball courts at Hilburn Park as a part of the implementation of the City's Parks Master Plan. An evaluation committee reviewed the proposals based on the following criteria: Experience - 30%; Project Cost - 30%; Completion Time - 25% - References - 15%. Based on those evaluations, staff is recommending you approve us to award the contract to Signature Tennis Courts out of Woodstock, Georgia. They were not the low price, but based on their references and experience, they were who is being recommended. We originally had \$260,000 earmarked for this work, so both proposals are under that budget. Signature Tennis's quote is for \$149,000 with the job being completed within 8 weeks of award. Match Point Tennis was the other company to propose with a price of \$133,400 and completion in 45 days. Staff's recommendation was to award the bid to Signature Tennis for \$149,000. This is budgeted and will be paid for out of ARPA funds from account #230-6225-541225 - Hilburn Park - ARPA. Councilwoman Kolbie made a motion to approve the resolution and award the bid to Signature Tennis and seconded by Councilman Griggs. The motion carried 7/0 for approval.

#### DISCUSSION AND ACTION ON RESOLUTION #24-26 TO AMEND THE CONTRACT FOR THE CONSTRUCTION OF A NORTHSIDE FIRE STATION WITH C.E. GARBUTT CONSTRUCTION COMPANY ACCEPTING THE GUARANTEED MAXIMUM PRICE FOR THE PROJECT.

City Manager Powell read resolution #24-26 to approve an amendment to the contract with Garbutt Construction Company to establish a Guaranteed Maximum Price for the Northside Fire Station Project. Staff has a guaranteed maximum price from Garbutt for the construction of our new northside fire station. The GMP is \$2,868,172.46. This, along with the preliminary costs we've already incurred and the Architect's fee for the design of the project bring the total to just over \$3,000,000. We have \$1,820,000 in grant funding through USDA, which leaves a shortfall of approximately \$1.2 Million. Staff is proposing that we utilize a portion of the '18 SPLOST originally designated for this project to get it completed. The facilities committee has also reviewed this and recommends the same. Councilman Mascaro made a motion to approve the resolution and seconded by Councilman Jones. The motion carried 7/0 to approve.

#### DISCUSSION AND ACTION ON ADOPTING THE LAURENS COUNTY EMERGENCY OPERATIONS PLAN

The Laurens County Emergency Operations Plan for 2024 is in your materials for approval. The mayor signs on behalf of the City and the county is required to update this plan every 4 years. There were no substantial changes to our plan for this year. The plan outlines the roles and responsibilities of various parties in the county in the event of an emergency to ensure a smooth process and interworking between the various local governments in our community. The only change from the 2020 Plan is updated contact information and demographic data. Councilman Brown made a motion to adopt the Laurens County Emergency Operations Plan and seconded by Councilwoman Kolbie. The motion carried 7/0 for approval.

#### DISCUSSION AND ACTION ON DECLARATION OF SURPLUS

The following vehicles, equipment, and items are being submitted for surplus declaration:

2009 Robinair A/C Machine (Shop) - SN 214004  
Chair (City Hall)  
Desk (City Hall)  
Filing Cabinets (City Hall)  
"Lot" of Chairs (City Hall)  
Sofa (City Hall)  
Round Table (City Hall)  
Table (City Hall)  
Credenza (Purchasing)  
Hutch (Purchasing)  
Filing Cabinet (Purchasing)  
"Lot" of Chairs (City Hall)  
Filing Cabinet (City Hall)  
Bookshelf (City Hall)  
Dresser (City Hall)  
Desk (City Hall)  
Desk (City Hall)

Upon declaration, items will be sold on GovDeals or sold for scrap. Councilman Griggs made a motion to declare the items as surplus and seconded by Councilman Smith. The motion carried 7/0 for approval.

CITIZEN COMMENTS

Jacqueline Wright spoke with council about landscaping and maintenance at Unity Point.

Denise Creel invite council the to June 21st meeting for Heart of GA United Way.

COUNCIL COMMENTS

City Treasurer Daniels had no comments.

City Attorney Groover had no comments.

City Clerk Browning had no comments.

Councilman Brown had no comments.

Councilman Jones congratulated Marissa Moon on Employee of the Year and thanked the International Committee for their presentation. Reminded everyone that there will be a pop-up library at Katherine Gray on Saturday from 10-12. Also reminded everyone of the Juneteenth parade on June 15<sup>th</sup>.

Councilwoman Godfrey had no comments.

Councilwoman Kolbie had no comments.

Councilman Griggs had no comments.

Councilman Smith congratulated Marissa Moon on Employee of the Year and thanked the International Committee for their presentation.

Councilman Mascaro had no comments.

City Manager Powell thanked City Treasurer Daniels for his hard work on the budget.

ADJOURNMENT

There being no further business, Councilman Smith made a motion for adjournment to Execution Session to discuss Real Estate and pending Litigation seconded by Councilman Mascaro. The motion carried 7/0 for approval.

No action was taken during Executive session, Councilman Mascaro made a motion to adjourned from Executive Session and reopen the council meeting and seconded by Councilman Kolbie. The motion carried 7/0 for approval. Mayor Kight adjourned the meeting at 7:18 P.M.

  
Joshua E. Kight, Mayor

ATTEST:

  
Heather M. Browning, City Clerk

