

HAHIRA CITY COUNCIL
COUNCIL MEETING
MARCH 1, 2007

Mayor Wayne Bullard and City Council met in a regular session on Thursday March 2, 2007, at 7:30 P.M. at the courthouse with Mayor Wayne Bullard presiding.

PRESENT:

Mayor Wayne Bullard, Councils Rose Adams, Terry Benjamin, Temple Ogundu, City Manager Jonathan Sumner, Fire Chief Dwight Bennett, PWD Donnie Warren, City Attorney Rob Plumb, City Clerk Diane Bellflower.

Mayor Wayne Bullard called the meeting to order and said there was a quorum present.

Mayor Wayne Bullard led the assembly in the Pledge to our flag, followed with the invocation by Council Terry Benjamin.

REVIEW/CORRECTIONS OF MINUTES:

- A. January 29, 2007 Work Session
- B. February 1, 2007 Council Meeting

Mayor Wayne Bullard asked for a motion for the minutes to be approved, Councilwoman Adams had some corrections to the minutes. One was for the amount of the Fire Chief's Dodge Durango for \$1500.00, and the other was for the name of the person at the spray field, which is Mr. Richard Whitman. Mayor Wayne Bullard asked for a motion to accept the minutes pending the corrections. Council Benjamin stated that he had some corrections but would submit them later. **Council Benjamin made a motion to accept the minutes with the corrections for the January 29, 2007 Work Session and the February 1, 2007 Council Meeting, seconded by Council Ogundu. Vote was unanimous.**

REVIEW OF BILLS/BUDGET OVERAGES:

Mayor Wayne Bullard asked Council if they had reviewed the bills and Councilwoman Adams said she had some concerns. City Manager Sumner stated that they were working to address those concerns. **Council Benjamin made a motion to approve the bills, seconded by Council Ogundu. Vote was unanimous.**

APPOINTMENT OF CITY CLERK:

Mayor Wayne Bullard asked for the Appointment of City Clerk. **Councilwoman Adams made the motion made a motion that we accept Diane Bellflower as the Hahira City Clerk, seconded by Council Benjamin. Vote was unanimous.**

CITIZENS TO BE HEARD:

Mrs. Carol Jacob, 402 E. Stanfill Street. Mrs. Jacob came before the Mayor and Council to ask permission to use the city for the Honey Bee Festival. She also asked permission to use the streets and the Public Works Department, and to have two streets closed during the Honey Bee Festival. Mayor Wayne Bullard asked for a motion to allow the Honey Bee Festival to use these streets. **Councilwoman Adams made a motion to allow the Honey Bee Festival to use the city, seconded by Council Benjamin. Vote was unanimous.**

PUBLIC HEARINGS:

City Manager introduced the first document, which is HA-2007-01 rezoning and Special Exception request by Cindy Becton. The applicant was requesting to rezone .46 acres from single family residential from R-10 to residential professional and is also requesting a special exception for the establishment of a Personal Service Shop (Beauty Salon). The subject property is located at 105 E. Park Street. The property currently contained a site built home, which the applicant intended to remodel in order to use for a beauty salon. Planning Staff Recommendations stated that the applicant's proposed use of a beauty salon should not have a negative impact on the surrounding properties. The property was within a Neighborhood Activity Center on the Future Development Map. Therefore, staff finds the request consistent with the Comprehensive Plan and recommends approval. Ann Marie Wolff, Planning and Zoning Administrator for the City of Valdosta said she would be glad to answer any questions or concerns that Mayor or Council have. Councilwoman Adams had a question, asking if she were to sell the beauty salon would it convert back to residential. Ms. Wolff stated that if Mrs. Becton sold the beauty salon as is, it would have to be used for the same purpose as a beauty salon. She also stated that she believed that the parking would not be a problem. It was also explained that she had installed a fence for a buffer that would help with the privacy and the appearance. Mrs. Cindy Becton, 501 E. Stanfill Street, expressed to Mayor and Council why she would like to have her business here. She stated she lives here and her children attend school here, and she would like to bring her cliental from Valdosta to Hahira. Ms. Quida Lane of 210 Randall Street, stated that she thought bringing a hair salon to Hahira was a good idea. Mayor Wayne Bullard asked for a motion to accept the Beauty Salon. **Councilwoman Adams made a motion to accept, seconded by Council Benjamin. Vote was unanimous.**

HA-2007-02 Variance Request to the Hahira Sign Ordinance as it relates to maximum sign size. (Ann Marie Wolff).

City Manager Jonathan Sumner stated that this case from Williams Investment was to request a variance to the Hahira zoning ordinance, specifically section 10 sign requirements as it relates to the maximum size of an off premise sign, in this case a billboard. The subject property is located at Mile Marker 28.9 and 29.0, north of exit 29 on the west side of the Interstate. The property currently contains two older, wood pole signs, which the applicant intends to remove, and two new single-pole, single-face per direction steel signs, for which the applicant is requesting the variance. The Planning Staff recommendation stated that the applicant is requesting a variance for two billboards that were already constructed based on a permit the applicant received in August 2006. The permit was erroneously issued as the property was incorrectly identified as being in the unincorporated area of the county, thus the signs would meet the requirements of the Lowndes County Unified Development Code but not the City Of Hahira's zoning ordinance. Since the signs meet with the county's ULDC and they will be a similar signs to other billboards located along the interstate, staff finds the request consistent with the comprehensive plan and recommends approval of the variance of the 272 square foot for each sign. Councilwoman Adams asked Ann Marie Wolff when the signs were installed. Ann Marie Wolff with the Planning Commission stated that the permit for the signs was issued in July 2006. She also said once a sign permit is received the applicant can immediately start installing the signs. She also stated that if the variance was not approved the applicants would be asked to remove the metal structures, or shorten the height and length of the signs. Mr. John Williams 402 Newton Drive, Adel, Georgia, stated that he had some pictures of these signs and presented these to Mayor and Council. After a very detailed discussion over this matter Mayor Wayne Bullard asked for a motion to accept this variance. **Council Benjamin made a motion to accept the variance request to our sign ordinance, seconded by Council Ogundu. Councilwoman Adams opposed.**

HA-2007-03 Rezone 21.6 acres from R-10 and C-H to C-H (Ann Marie Wolff)

The City Manager stated that the applicant was requesting to rezone 21.6 acres from Single--Family Residential (R-10) and Highway-Commercial (C-H) to Highway-Commercial (C-H). The subject property was located on the north side of Highway 122, approximately 1,800 feet from Union Road. The property was currently undeveloped, however, the applicant intended to develop a veterinary clinic on a two-acre portion of the property. The remaining portion of the property would remain undeveloped. In order to meet the requirements of the Hahira Zoning Ordinance, the applicant was requesting the acreage surrounding the site of the veterinary clinic be rezoned from Single Family Residential to Highway Commercial. The subject property was currently split zoned. The placement of the zoning line would not meet the 300-foot distance requirement for vet clinics. Shifting the zoning line north would meet the requirements. The Planning Staff found the request consistent with the Comprehensive Plan and recommended approval. The owner of the property Doug Ruff stated he was eager to get started. Mr. Wilby Coleman, 1203 Hickory Drive Valdosta, Georgia, stated that this property was family owned. He stated that they had let a Napa store come in and a dentist office. He requests that we rezone the entire strip from the Parrott Center to the intersection of Union Road, as it exists now, back a depth of 600 feet. He stated that it

was the unanimous vote of the planning commission and he trust that the Mayor and Council should also approve. He stated that they were planning to develop all of the property in the near future. He stated that he was dealing with two customers who would like to build on the south side of the property now. Mayor Wayne Bullard asked for a motion to accept this zoning for the visionary clinic. **Councilwoman Adams made a motion to accept, seconded by Council Ogundu. Vote was unanimous.**

DISCUSSIONS:

A-E. Removed

F. Staff Recommendation of 2006 Auditor (City Manager)

City Manager Jonathan Sumner stated that in January 2006, staff was tasked with the responsibility of holding a Request for Proposal process regarding the 2006 audit. The committee was made up of Jonathan Sumner, Diane Bellflower, and Belinda Clanton. The request was sent to over to 15 different auditing firms and only four firms responded. A scoring process was used to decide on which firm to use. The first firm was Valenti, Rackley & Associates; staff found that Valenti had an intensive amount of governmental accounting and auditing services. They offered accounting services to many government entities as well as the South Georgia Regional Development Center and also Lowndes County. The office has six full time employees. After interviewing Mr. Valenti staff found out that they have no experience in our software, which is INCODE. The price that they gave was fourteen thousand five hundred. An estimated cost for extra professional services was \$110.75 per hour. The firm of Henderson & Godbee had nineteen years of government and accounting auditing experience. The major contract that they had was with the City of Valdosta. It was a much larger firm; they had twenty-one full time employees. Henderson & Godbee also has no experience with the City's software. Henderson & Godbee stated an all-exclusive maximum price of \$18,150.00. No estimated cost for additional professional services was included. The next firm was Gary Zeigler. They had over thirty years of combined governmental accounting and auditing experience. The office had five full time employees. Gary Zeigler's firm revealed that the staff had extensive familiarity with INCODE. The big plus for the staff was that they have training in INCODE, and also had been doing the accounting and audits for many years. Zeigler stated an all-inclusive maximum price of \$17,900.00. They also included an estimated cost for additional professional services ranging from \$60.00 to \$100.00 per hour for staff. The last firm interviewed was Simmons, Mills & Simmons, from Thomasville Georgia. Simmons staff has over 33 years combined governmental accounting and auditing experience. The office has ten full time employees, three of which were proposed to work on the City of Hahira audit. After the interview, it was revealed that Simmons staff has no familiarity with INCODE. Simmons has stated an all-inclusive maximum price of \$20,000; they

also included an estimated cost for additional professional services ranging from \$85.00 to \$110.00 per hour for staff. Based on this review, staff respectfully recommend to council the firm of Gary Zeigler, P.C. for completion of the 2006 audit. Mayor Wayne Bullard asked for a motion to accept Gary Ziegler's accounting firm to represent the City of Hahira. **Councilman Ogundu made a motion to accept, seconded by Councilwoman Adams. Vote was unanimous.**

CONSENT AGENDA:

- A. Surplus of Fire Department Vehicle
 - B. Surplus of Public Works Items
 - C. Divers for Wastewater Treatment Lagoon
 - D. Control Board for Ultraviolet Light Assembly
 - E. Georgia City/County Managers Association Spring Workshop
 - F. Request for Closure of Streets for 5k Run April 21, 2007
- Councilwoman Adams stated that she would like a discussion on item E.** Mayor Wayne Bullard asked if she would like him to pull this item out and vote on it separately. Councilwoman Adams said that she would like to request to do this. Mayor Wayne Bullard asked for a motion to vote on the Consent Agenda excluding item E. **Council Ogundu made a motion to accept the consent agenda, seconded by Council Benjamin. Vote was unanimous.**

Item E is the Georgia City/County Managers Association Spring workshop. City Manager Jonathan Sumner stated that in Council's packet under item 10 E that they would find an agenda and registration form for the Spring Conference April 4-6 2007, in Athens Georgia for the Georgia City/County Management Association. The Georgia City/County Managers Association is designed to bring together all the City Managers in the State of Georgia for the purposes of training as well as discussion. It functions similar to the Georgia Clerks training that City Clerks attend, as well as the Fire Fighters Association and the Chief of Police association. Sumner said that he had a number of people to tell him that this was a good opportunity to attend. Councilwoman Adams stated that the Council had just returned for a training trip in Atlanta and it was very expensive. Also another Council member was slated to attend training in Statesboro Georgia. She stated that in the past there were two trainings per year. One being in Atlanta and one in Savannah. Councilwoman Adams suggested that maybe Mayor and Council plan a retreat at the Community Center in Hahira or the Conference Center in Valdosta. She stated that we could serve the citizens better if Mayor and Council would schedule a retreat for two days or a one-day retreat locally. Councilman Benjamin stated that he agreed with councilwoman Adams that Mayor and Council do need to schedule a retreat in the near future, but also agrees with the City Manager that we do need to further our education and he

supports the training. Council Ogundu stated that the city needed to invest more in education. He stated that the city had a new Mayor and a new City Manager and training is something that no Council member should deny any employee or elected official. He stated that we could find money to do other things, but could find no money for training. Mayor Wayne Bullard asked for a motion to let the City Manager attend the spring workshop. **Councilman Benjamin made a motion for the City Manager to attend the spring workshop for Georgia City/County Managers, seconded by Council Ogundu. Councilwoman Adams opposed. Motion carried.**

REPORTS:

A. COUNCIL

Council Benjamin stated he would like to thank all the city employees with the situation of the water problem (fire Hydrant). He also thanked the Fire Department for their involvement with the fire that got out of hand on highway 41 between Hahira and Adel. He also stated that he would like to thank all departments.

Councilwoman Adams stated that she would like to congratulate our new City Clerk, Diane Bellflower.

B. CITY MANAGER

City Manager Jonathan Sumner thanked Public Works for their hard work and professionalism that they showed with the two major leaks that they had. He also thanked the Fire Department for their hard work with the fire. He also thanked the police department for doing a good job. He stated that his beautiful bride Jennifer gave birth to a beautiful daughter on Thursday the 15th. She weighed 6 pounds and seven ounces. Her name is Lana Victoria, and he also said he had pictures if any one would like to see them.

C. MAYOR

Mayor Wayne Bullard thanked everyone for coming out. He also stated that the city had a busy day yesterday and he appreciated every ones hard work. Mayor Wayne Bullard stated that Mayor and Council did not need to go into executive session and asked for a motion to adjourn.

**Council Ogundu made a motion to adjourn, seconded by Council Benjamin.
Vote was unanimous.**

Wayne Bullard
Mayor

Diane Bellflower
City Clerk

HAHIRA CITY COUNCIL
WORK SESSION
FEBRUARY 26, 2007

Mayor Wayne Bullard and City Council met for a work session on Monday February 26, 2007, at 6:30 P.M. at the courthouse with Mayor Wayne Bullard residing.

PRESENT: Mayor Wayne Bullard, Councils Rose Adams, Terry Benjamin, Temple Ogundu; City Manager Jonathan Sumner; Police Chief Terry Davis; Fire Chief Dwight Bennett; Public Works Director Donnie Warren; City Clerk Diane Bellflower.

REVIEW/CORRECTIONS OF MINUTES:

- A. January 29, 2007 Work Session
- B. February 1, 2007 Council Meeting

Mayor Wayne Bullard asked Council to review the minutes before Thursday's meeting.

REVIEW OF BILLS/BUDGET OVERAGES:

Mayor Wayne Bullard asked Council to review the bills before Thursday's Meeting.

APPOINTMENT of CITY CLERK:

To be voted on at Thursday's meeting.

PUBLIC HEARINGS:

- A. HA-2007-01 Rezone and Special Exception to establish a Beauty Salon for R-10 (Single Family Residential-Minimum 10,000 square foot lots)
(Ann Marie Wolff)

Cindy Becton at 501 E Stanfill Street the applicant for the rezoning of this property stated that she would like to turn this property into a Beauty Salon. She said it would consist of haircuts, manicures, pedicures, and massages. She explained the work that they had already done to the home and Councilwoman Adams commented on how nice the privacy fence looked. Ms. Becton also stated that she would only employ four people including her. Councilwoman Adams asked Chief Davis if there would be any problems with traffic and he said he didn't think so. City Manager Jonathan Sumner told council that in their packets under item 8A that the planning staff recommendation has been consistent with the comprehensive plan and that they recommend approval, from what I understand the planning commission is considering this tonight. We will have a recommendation for council on Thursday.

- B. HA-2007-02 Variance Request to the Hahira Sign Ordinance as it relates to Maximum sign size. (Ann Marie Wolff)

City Manager Jonathan Sumner explained to council that the Williams Investment Group came to the Valdosta Zoning Office as the agency that takes zoning applications for the city of Hahira and requested that these signs be installed, and were granted a permit to do this, but once the Hahira Ordinance was examined it was found that the maximum size was not compatible with the current size that Williams Investment was proposing, so that is why they are requesting a variance to the zoning ordinance. If council does not approve this variance then they will be required to remove them and install signs that meet our zoning ordinance.

- C. HA-2007-03 Rezone 21.6 acres from R-10 and C-H to C-H
(Ann Marie Wolff)

City Manager Jonathan Sumner told council in the packets under 8C you will see a Greater Lowndes County planning commission agenda item. This is for the veterinary clinic to be located on highway 122. The zoning ordinance states that a veterinary clinic must be at least 300 feet from a residential zoning district and right now the Coleman's who own all that property have the property to the rear of the commercial section zoned commercial. So they are asking for a rezoning to accommodate for that 300-foot buffer.

DISCUSSIONS:

A. Presentation by Aaron Strickland, Keep Lowndes Valdosta Beautiful:

Mr. Strickland stated that on February 5, 2007, he met with the City Manager Jonathan Sumner and Police Chief Terry Davis, regarding the Great American Clean Up. He suggested that the council find specific sites that need to be cleaned up in the city of Hahira and some volunteers to pull from.

Councilwoman Adams asked Mr. Strickland did they like to involve children or church groups and he said anyone. This event is scheduled for Saturday April 21, 2007.

B. Consideration of Sanitation Privatization Proposals: (Mayor Bullard)

Mayor Wayne Bullard asked PWD Donnie Warren how we were doing with the trash truck and the driver. Donnie stated so far everything was going o.k. He said their had not been any major break downs and that the driver of the truck was also working out. He did suggest that we get the old garbage truck up and running in case there was a break down with the truck we are currently using. Mayor Wayne Bullard asked the City Manager for the difference in price if we traded in the old garbage truck on a new one. Jonathan stated that with the mileage that we have on the vehicle and the year it was purchased it would go for about sixty thousand dollars. He said to purchase a new one would cost around a hundred and twenty thousand dollars to one hundred and thirty thousand dollars. The amount that we spent on the one last year was about forty eight thousand dollars. Mayor Bullard suggested that we might want to continue this for another year and see how it is working. Council Ogundu suggested that we trade our truck in and get a brand new one. He says the main problem is keeping employees. He believes this is a manager problem and can be delt with. He believes all this can be solved and also says we are not in the business to make money but to serve our citizens as long as we are not losing money. Mayor Bullard asked PWD Donnie Warren to get an estimate on fixing the old garbage truck to use for a back up.

C. Request for Closure of Streets for 5K Run April 21, 2007 (City Manager)

City Manager Jonathan Sumner said that it was brought to his attention that there would like to be a 5K run on April 21, 2007. The streets that they are asking to be closed are the same streets that are closed during the honeybee 5K run, I am not sure about the exact time. Chief Terry Davis said he discussed this with Lois Bellflower who is in charge of this 5K run Relay For Life.

D. Clarification of Spending Limit: (Mayor pro tem Ogundu)

Mayor pro tem Ogundu suggest that the spending limit stay at \$1000.00. He suggested that the limit stay at \$1000.00 for department heads. They have to get approval from the city manager. Mayor pro tem made a motion to reaffirm the vote.

E. Purchase of Trees to be planted on Main Street: (Councilwoman Adams)

Mrs. Adams stated that the cost of this project would be \$665.00. She also said that the caboose needs to be refurbished. Mayor Bullard asked the City Manager to get some quotes on having the caboose pressure washed.

F. Staff Recommendation of 2006 Auditor: (City Manager)

City Manager Jonathan Sumner explained to council how we were tasked with the responsibility of holding a Request for Proposal process regarding our 2006 audit. The committee was made up of Jonathan Sumner, Belinda Clanton, and Diane Bellflower. We sent this out to over 15 different auditing firms and only four firms responded. We used a scoring process to decide on which firm to use. The firms were Valeti, Rackley & Associates, LLC, Henderson & Godbee, LLP, Gary Zeigler, P.C. and Simmons, Mills & Simmons, P.C. After careful consideration of each firm and using our point system we found that Gary Zeigler, P.C. would be the best firm to use. Tommy Griffin has been trained on our computer software Encode. All of the scoring we used and the qualifications of each firm are in your packet under item 9F.

DEPARTMENT REQUESTS:

A. Surplus Of Vehicle (Dwight Bennett)

Chief Bennett requested that the Ford Explorer be put on Gov. Deals. Com. Also he stated if any money was made or left over it could help the caboose project.

B. Surplus of Items (PWD Warren)

PWD Donnie Warren said that they had several vehicles that the department is not using and could also be sold on Gov. Deals.com. They are listed in your packets under item 10B.

C. Divers for Wastewater Treatment Lagoon (PWD Warren)

Donnie explained to council that this was needed to keep the slug from getting to the holding pond. This would also help us from incurring any fines. The amount of slugs is about 8 inches.

D. Control Board for Ultraviolet Light Assembly (PWD Warren)

A control board needs to be replaced in the ultraviolet light assembly at the wastewater treatment plant.

E. Georgia City/County Managers Association Spring Workshop (City Manager)

City Manager Jonathan Sumner requested that he would like to attend a Spring Conference April 4-6 2007 in Athens, Georgia. He explained what the workshop would be about and the cost. Councilwoman Adams said that she thought two trips per year was sufficient. She also wanted to know how this training would benefit the city. Mayor Wayne Bullard said he would like to see the City Manager attend this meeting. Council Benjamin also agreed. Council Ogundu said that any training for city employees is an investment.

F. Training for ENCODE: (City Manager)

Mayor Bullard stated that he had talked to Tommy Griffin and Belinda Clanton and there are some things that need to be coded and this lady out of Winder can come down and train us for have the price that Encode would charge. The dates have not been set at this time.

REPORTS:

- A. Council-none
- B. City Manager-none
- C. Mayor-none

Mayor Wayne Bullard made a motion of adjourn the meeting.

The meeting ending around 7:45 P.M.

Wayne Bullard
Mayor

Diane Bellflower
City Clerk