



CITY OF ST. MARYS, GEORGIA
July 14, 2008

TOWN MEETING
5:15 p.m.

PUBLIC HEARING
“Patco Energy Express, LLC”
5:45 p.m.

CITY COUNCIL MEETING
6:00 p.m.

AGENDA

- I. **CALL TO ORDER**
- II. **INVOCATION:** *Councilmember Greg Bird*
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL** **QUORUM: YES X NO ___**
- V. **APPROVAL OF MINUTES:** *June 9, 2008 Regular City Council Meeting Minutes*
June 9, 2008 Water & Sewer Committee Meeting Minutes

PRESENTATION:

RECOGNITION OF THE CITY OF ST. MARYS EMPLOYEE OF THE YEAR/MONTH

CONVENTION AND VISITORS BUREAU ANNUAL REPORT (POSTPONED)

FINANCE DIRECTOR’S REPORT

APPROVAL OF THE AGENDA

- VI. **GRANTING AUDIENCE TO THE PUBLIC:**
- VII. **OLD BUSINESS:**
 - A. **LIBRARY BOARD APPOINTMENTS** : *Two Seats.....*TAB “A”
 - B. **NEW ALCOHOL LICENSE:** *Patco Energy Express LLC.....*TAB “B”
 - C. **ADVERTISING OF THE CITY COUNCIL SALARIES ORDINANCE AMENDMENT..**TAB “C”

VIII. NEW BUSINESS:

- A. **RESOLUTION TO APPROVE AND TRANSMIT THE COMMUNITY AGENDA FOR THE 20-YEAR COMPREHENSIVE PLAN UPDATE**.....TAB “D”
- B. **ADVERTISING NEW ALCOHOL LICENSE:**.....TAB “E”
J’s Restaurant, Inc. & Lucky Dawgs of St. Marys, LLC
- C. **MULTI-USE PATHS: Pt. Peter & Osborne and Hwy 40**.....TAB “F”
- D. **ASSOCIATE JUDGE ORDINANCE**.....TAB “G”
- E. **NORTH GREENVILLE FITNESS & CARDIAC REHABILITATION CONTRACT**.....TAB “H”
Fire Department Physicals
- F. **BAIT SHOP LEASE: Bid**.....TAB “I”
- G. **ALLGOOD PEST SOLUTIONS CONTRACT: Fire Station #7**.....TAB “J”
- H. **THE LAMAR COMPANIES CONTRACT: CVB Billboard**.....TAB “K”
- I. **NATIONAL LEAGUE OF CITIES: Councilmember Weaver**
- J. **PT. PETER ROAD RESURFACING PROJECT**.....TAB “L”
- K. **CODE OF ETHICS REVISIONS: Request to Committee**.....TAB “M”
- L. **ADVERTISE FOR PUBLIC HEARING: City Manager & Assistant City Manager’s Vehicle Decal Exemptions**.....TAB “N”
- M. **CIVICPLUS LICENSE & SERVICE AGREEMENT: Website**.....TAB “O”
- N. **SENIOR CENTER ADVISORY COMMITTEE: Rules of Procedures**.....TAB “P”
- O. **SENIOR CENTER: Policy**.....TAB “Q”
- P. **RECORDS RETENTION ORDINANCE: Electronic/Recorded Records**TAB “R”

IX. REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:

- A. **PLANNING DIRECTOR’S REPORT**.....TAB “S”
 - 1. **Elaine Hamilton** requests a minor 5-lot subdivision known as Borrell Creek Shopping Center. The property is located west of Creekside Shopping Center on Highway 40, Tax Parcels 135-037E, 135-137F, 135-037G and 137- 037H.
- B. **CAMDEN COUNTY CONSOLIDATED HOUSING AUTHORITY ANNOUNCEMENT:**
One Vacancy

X. REPORT OF MAYOR:

XI REPORT OF CITY MANAGER:

XII. GRANTING AUDIENCE TO THE PUBLIC

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XIII. EXECUTIVE SESSION: *Personnel*

XIV. ADJOURNMENT:

CITY OF ST. MARYS, GEORGIA

THIRD QUARTER – TOWN MEETING

July 14, 2008

5:15 p.m.

MINUTES

The Mayor and City Council for the City of St. Marys, Georgia conducted a Town Meeting on Monday, July 14, 2008 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor Rowland Eskridge
Councilmember Greg Bird
Councilmember William DeLoughy
Councilmember Deborah Hase
Councilmember Chuck Trader (Late)
Councilmember Gull Weaver

ABSENT WERE:

Councilmember Larry Johnson

CITY OFFICIALS PRESENT:

William Shanahan, City Manager
Max Tinsley, Asst. City Manager
Tim Hatch, Police Chief
Roger Weaver, Planning Director
Wiley King, Building Director
Bobby Marr, Public Works
Jennifer Brown, Finance Director
Kathy Johnson, Deputy Clerk
Nicole Goebel, IT Assistant
Richard Riggle, Sergeant-At-Arms

Mayor Eskridge called the Third Quarter Town Meeting to order at 5:15 p.m., and opened the floor to the public for questions and/or comments.

GRANTING AUDIENCE TO THE PUBLIC:

Juane Albright, resident requests access to Pt. Peter Road for golf carts to patronize Lucky Dawgs restaurant.

ADJOURNMENT

There were no further requests to address Council; therefore Mayor Eskridge declared the Town meeting closed at 5:19 p.m.

Respectfully submitted,

Darlene M. Roellig, City Clerk

PUBLIC HEARING

5:45 p.m.

“Patco Energy Express LLC”

MINUTES

The Mayor and Council for the City of St. Marys, Georgia conducted a public hearing on Monday, July 14, 2008 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor Rowland Eskridge
Councilmember Greg Bird
Councilmember William DeLoughy
Councilmember Deborah Hase
Councilmember Larry Johnson
Councilmember Chuck Trader
Councilmember Gull Weaver

CITY OFFICIALS PRESENT:

William Shanahan, City Manager
Max Tinsley, Asst. City Manager
Amanda Blackledge, City Attorney
Timothy Hatch, Police Chief
Roger Weaver, Planning Director
Wiley King, Building Director
Bobby Marr, Public Works
Janet Brinko, Tourism Director
Alyce Thornhill, Economic Development Director
Gene Rudy, IT Director
Kathy Johnson, Deputy Clerk
Nicole Goebel, IT Assistant
Richard Riggle, Sergeant-At-Arms

Mayor Eskridge called the public hearing to order at 5:45 p.m., and stated the purpose of the public hearing was for “Patco Energy Express LLC, D/B/A Patco ” alcohol license application. The floor was opened to the public for questions and/or comments.

There were no requests to address Council. Mayor Eskridge therefore declared the public hearing closed at 5:46 p.m.

Respectfully submitted,

Darlene M. Roellig, City Clerk

CITY COUNCIL MEETING
July 14, 2008
6:00 p.m.

MINUTES

The Mayor and City Council for the City of St. Marys, Georgia met for its regular City Council session on Monday, July 14, 2008 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor Rowland Eskridge
Councilmember Greg Bird
Councilmember William DeLoughy
Councilmember Deborah Hase
Councilmember Larry Johnson
Councilmember Chuck Trader
Councilmember Gull Weaver

CITY OFFICIALS PRESENT:

William Shanahan, City Manager
Max Tinsley, Asst. City Manager
Amanda Blackledge, City Attorney
Roger Weaver, Planning Director
Wiley King, Building Director
Tim Hatch, Police Chief
Bobby Marr, Public Works Director
Chad Kinzly, Asst. Public Works Director
Jennifer Brown, Finance Director
Marsha Hershberger, Asst. Finance Director
Sarah Lee, Purchasing Coordinator
Janet Brinko, Tourism Director
Alyce Thornhill, Economic Dev. Director
Gene Rudy, IT Director
Tom Lackner, Asst. Fire Chief
Kathy Johnson, Deputy Clerk
Nicole Goebel, IT Assistant
Richard Riggle, Sergeant-At-Arms

CALL TO ORDER

Mayor Eskridge called the City Council Meeting to order at 6:00 p.m. Councilmember Bird gave the invocation. Mayor Eskridge led the audience in the pledge of allegiance. Council roll call indicated a quorum of council members present for the meeting.

APPROVAL OF MINUTES:

June 9, 2008 Regular City Council Meeting Minutes

Councilmember Weaver made a motion to approve the June 9, 2008 Regular City Council meeting minutes. Councilmember DeLoughy seconded the motion. Councilmember Hase made a correction to the motion on page 13, item L, replacing the words “*send the invoice*” with “*refer the CCAR Grant*”. Voting was unanimous in favor of the motion.

June 9, 2008 Water & Sewer Committee Meeting Minutes

Councilmember Trader made a motion to approve the June 9, 2008 Water & Sewer Committee meeting minutes. Councilmember Hase seconded the motion. Voting was unanimous in favor of the motion.

Mayor Eskridge introduced the new Regional Development Center Director Allen Burns to Council.

PRESENTATION:

RECOGNITION OF THE CITY OF ST. MARYS EMPLOYEE OF THE YEAR/MONTH

Mayor Eskridge presented a certificate and savings bonds to the City of St. Marys Employee of the Year Teri Broxton. He also recognized the following Employees of the Month:

January – Terri Broxton
February – Pete Sloan
March – Michele Wood
April – Lori Whitlow
April – Kathy Johnson
May – Rickey Baker

Danny Maddox, Georgia Forestry in Camden County presented certificates to the City of St. Marys, St. Marys Citizens, City Manager, Alyce Thornhill, Renee Coakley, St. Marys Fire Department and St. Marys Police Department for providing support, hospitality and assistance during the Cumberland Island fires.

Mayor Eskridge thanked Mr. Maddox and crews for their efforts battling the fires and urged all citizens to visit the Economic Development building to see how technology was used in the operation.

CONVENTION AND VISITORS BUREAU ANNUAL REPORT (POSTPONED)

FINANCE DIRECTOR’S REPORT

The Finance Director presented the 11-month (May) report on the General, Water/Sewer, Solid Waste, Tourism, and Special Local Option Sales Tax (SPLOST) Funds. The Mayor and Council requested a log of all the solid waste calls/problems for review at the end of the year. A copy of the finance report is attached as part of the minutes.

APPROVAL OF THE AGENDA

Councilmember Weaver made a motion to approve the agenda as presented. Councilmember DeLoughy seconded the motion. Voting was unanimous in favor of the motion.

GRANTING AUDIENCE TO THE PUBLIC:

Bruce Hernandez, resident/realtor suggested making a multi-use path for golf carts on Pt. Peter Road.

Troy Reeves, Woodbine resident expressed concerns about the location of the proposed airport on Billyville Road donated by Sea Island, the impact on the wetlands, drainage and the houses surrounding the area. The City Manager stated that the City has not received any of the information in question, but an appraisal is being researched. If the airport is moved it will be a public airport at no cost to the citizens of St. Marys.

Council Members and City Manager addressed Mr. Reeves' questions by discussing the current research being performed at no cost to St. Marys, the property appraisal; completed government and private studies; correspondence from the Department of the Interior; differences between the current airport and proposed airport and history of the project.

Cathy Kloess, owner/operator Sky Diving School invited everyone to come out to the airport and view St. Marys from the sky, which is obtainable to every citizen. She also commended on the lack of business at the airfield, the costs to taxpayers and effects on the people and community if the airport is moved.

Larry Call, resident addressed Council regarding action taken on a 20 foot alleyway/right-of-way on East Church Street that the City sold to Sam Pickren and Mr. Peterman, when he was not notified. The area was connected to his property could not be sold to him because of a sewer line. This action adversely effects access to his garage because of the fence constructed by Mr. Peterman. Mr. Call requested consideration to open the alleyway 10-12 feet because there are three trees blocking access to the garage on his side.

The Mayor, Council Members, City Manager, Assistant City Manager and City Attorney discussed the history leading up to the sale of City alleyways, the existing sewer line, access to Mr. Call's property and public property.

Mayor Eskridge requested referring the issue to the Property Committee for review.

Sandy Feller, resident formally gave notice of a dangerous situation concerning a hole in the street at 1820 Osborne Road in which the Department of Transportation was notified by the Public Works Director. He also commented on the previous gentleman's alleyway problem under eminent domain, Council reviewing transportation options due to the rising costs of gasoline and Homestead Policy requiring seniors to re-qualify each year.

The Mayor and Council Members discussed the road drainage problems, proposed legislation removing the cap on the senior exemption and the responsibility seniors have if net income changes occur.

Joel Roberts, resident spoke in support of the golf cart path to cross over Highway 40.

Rosemary Rillo, resident spoke in favor of golf cart paths in light of the gas increases by relieving the burden on public roadways as alternative paths and the benefits it will have on St. Marys' environment.

Barbara Ryan, resident spoke about tourism being the future of St. Marys' economy, the revenues relieving the burden on the infrastructure and encourages the image of a golf cart community.

Doug Vaught, resident compared the width of the multi-use path at Laurel Island measuring 7 feet to Pt. Peter's measuring 8 feet. Laurel Island's path is currently being used for pedestrians, bicycles and golf cart traffic. Mr. Vaught stated when selling golf carts, he encourages the addition of seat belts for children.

Jay Ross, resident addressed golf cart safety issues for young children, using safety restraints and requested changing the law for such practices.

The Police Chief responded that there is no written law in regard to safety restraints in golf carts.

Matt Hernandez, resident commented that golf carts add to the character of St. Marys.

Larry Call, resident spoke in support of golf cart paths.

Jordie Myers, resident spoke in support of a golf cart path on Pt. Peter Road.

Jim Burnham, resident questioned moneys being used by Airport Authority to influence an election being in violation of Georgia Code, Section 21-5-30.2.

Mayor Eskridge stated that advertising is being provided by the owner of the radio station because the Airport Authority in no longer using their funds.

OLD BUSINESS:

D. LIBRARY BOARD APPOINTMENTS: *Two Seats*

Mayor Eskridge stated that two candidates have indicated interest in appointments to the seats that expired on the Library Board.

Councilmember Weaver made a motion to approve the appointment of Leslie McDonald and Terry Waskett to the Library Board. Councilmember Trader seconded the motion. Voting was unanimous in favor of the motion.

E. NEW ALCOHOL LICENSE: Patco Energy Express LLC

The City Manager stated that Patco Energy Express requests approval of a 2008 Alcohol License for sale of beer and wine, off-premise consumption without food. At the last meeting, City Council approved advertising for a public hearing. The hearing was duly advertised in the newspaper and held prior to this evening's Council meeting. Mr. Patel is leasing the building from the current owner Georgia Energy USA LLC. The two former owners (United Fuel & Cisco) have not paid the City's 2007 taxes. Therefore, liens were filed and recorded in Camden County Superior Court for a total of \$16,038.74. Prior to the sale of the property, all liens must be satisfied either before or at the time of closing. Having met all other requirements, staff recommends approval of the 2008 Alcohol License. The City Manager recommended approval as Mr. Patel is leasing the building, not purchasing it at this time.

Councilmember Weaver made a motion to approve the alcohol license for Patco Energy Express LLC. Councilmember DeLoughy seconded the motion. Councilmember Weaver questioned how the property was sold if the two former owners did not pay taxes. The City Clerk responded that the purchase took place while the tax bills were due. Mayor Eskridge stated that taxes will be required to be paid if the property should sell. Voting was unanimous in favor of the motion.

F. ADVERTISING OF THE CITY COUNCIL SALARIES ORDINANCE AMENDMENT

The City Manager recommended approval to advertise an increase in future compensation paid to the mayor and city council after the next election. In 1999, the elected official's salary per month was increased to the current rate of \$500 for council members and \$700 for the mayor. Current elected officials desire to change the pay structure with the implementation of the fiscal year 2009 budget. The amended proposed increase is \$1,000 per month for the mayor, \$750 per month for council members and \$150 per month for local travel expenses. In accordance with Home Rule Powers Section 36-35-4 (3), a notice of intent to take action will need to be published in the general circulation designated as the legal organ in the county and municipal corporation once a week for three consecutive weeks immediately preceding the adoption of the ordinance. The increase will not become effective until January 2010.

Councilmember Hase made a motion to postpone this matter, subject to the City Attorney's research of questions that have arisen regarding the advertising. Councilmember Trader seconded the motion. Voting was unanimous in favor of the motion.

NEW BUSINESS:

A. RESOLUTION TO APPROVE AND TRANSMIT THE COMMUNITY AGENDA FOR THE 20-YEAR COMPREHENSIVE PLAN UPDATE

Mayor Eskridge stated that approval is needed to adopt a resolution to approve and transmit the Community Agenda for the 20-Year Comprehensive Plan. The City

Manager stated that on December 1, 2005, the Camden County Commissioners along with the Cities of Kingsland, St. Marys and Woodbine entered into the Camden County Joint 20-Year Comprehensive Plan contract for professional services with the Regional Development Center (RDC). A Steering Committee was created to schedule a timeline of events leading to the draft of the Plan. Committees were formed by citizens to visit their respective areas where public meetings and hearings were held for public input. Once the public sessions were completed, the RDC compiled the information into the final draft documents and presented them to Council and the public. The next stage is to approve a resolution accepting the Community Agenda, which has been reviewed by the elected officials as well as city staff and transmit the document to the Coastal Georgia Regional Development Center and the Georgia Department of Community Affairs for official review. Based on our review, the City Manager recommended approval.

Councilmember Weaver made a motion to approve the resolution to approve and transmit the community agenda for the 20-Year Comprehensive Plan Update. Councilmember DeLoughy seconded the motion. Voting was unanimous in favor of the motion.

B. ADVERTISING NEW ALCOHOL LICENSE:

J's Restaurant, Inc. & Lucky Dawgs of St. Marys, LLC

The City Manager stated that the City Clerk requests approval to advertise for a public hearing for two new 2008 Alcohol Licenses. John Simmons has made application for an alcohol license for J's Restaurant and British Pub at 711 Osborne Street for the sale of beer, wine and spirituous liquor for consumption on-premises with food. Mr. Simmons has leased the building to conduct business as a restaurant and pub.

On January 17, 2008, Lucky Dawgs' restaurant received an alcohol license for the sale of beer and wine on-premises consumption with food, located at 1550 Point Peter Road. Wesley Rose has made application to add spirituous liquor sales and an open area/patio to the license. All plans for the structure will be reviewed and approved by the City's building and fire departments, as required by their governing regulation or code.

The City Manager and City Clerk recommended approval to advertise for the public hearings on July 28, 2008 at 5:45p.m. in Council Chamber at City Hall.

Councilmember DeLoughy made a motion to approve advertising the two alcohol license hearings. Councilmember Bird seconded the motion. Councilmember Weaver questioned whether the open area would be approved separately or with the liquor license. The City Clerk responded that it would depend on whether or not the building plans were submitted in time for the approval of the liquor license. Voting was unanimous in favor of the motion.

C. MULTI-USE PATHS: *Pt. Peter & Osborne and Hwy 40*

The City Manager stated that it was requested to evaluate the alternatives of decreasing speed limits and/or increasing sidewalk widths to accommodate golf cart traffic along a

multi-use path. City Council instructed the Public Works Director and Police Chief to investigate the possibility of providing golf cart access along Point Peter Road and other City Streets with speed limits in excess of 35 mph. It was determined that the only street marginally possible to reduce the speed limit without causing major conflicts would be Point Peter Road. However, there are potential problems with this street as listed in the attached memorandum. In order to lower a speed limit, a traffic study must be performed for each proposed street at a cost of approximately \$15,000 - \$20,000. The existing sidewalk along Point Peter Road is already about 6 feet wide and could be widened to 10 feet, at a cost of \$650,000 for concrete from SPLOST V Funds. The City Manager recommended consideration in FY10 because this year's funds are needed for infrastructure.

Councilmember Trader made a motion to approve the multi-use paths for discussion. Councilmember Johnson seconded the motion. Councilmember's discussed using the existing path as multi-use, alternate routes, signage and amending the ordinance. The Assistant City Manager recommended consideration of a six month trial basis for golf cart access on Pt. Peter and training sessions with the issuance of a sticker to drive on designated sidewalks. The Police Chief suggested a program to educate the golf cart drivers on the laws for on and off roadway use.

Councilmember Weaver amended the motion to approve a six month trial with a training course and identify the two areas by the St. Marys Police Department to Dilworth and the industrial park to Lucky Dawgs. The amended motion failed for lack of second. Councilmember's discussed why there was a need to deter drivers through the industrial park and forming a committee to create a long term plan to identify areas that are accessed through the City to recommend to Council.

Following much discussion, Councilmember Weaver amended the motion to postpone multi-use path use until a plan is completed. Councilmember DeLoughy seconded the motion. Voting was unanimous in favor of the motion.

D. ASSOCIATE JUDGE ORDINANCE

The City Manager recommended approval of an ordinance for the compensation and appointment of the Associate Judge. On May 12, 2008, Council appointed William Ashe to the position of Associate Judge. The ordinance presented at the time was open ended where compensation would be paid per court session whether he presided or not. An amended ordinance is necessary to add the phrase, "*in which he is required to preside over*". A separate ordinance is required to appoint Mr. Ashe to the position and to set the term for one year commencing on May 12, 2008 and expiring on May 12, 2009.

Councilmember Johnson made a motion to approve the ordinance to appoint the associate judge and approve the compensation ordinance. Councilmember Hase seconded the motion. Mayor Eskridge recommended amending to ordinance to include a clause providing 30-day notice to terminate the contract. Councilmember Hase withdrew the second to the motion. Councilmember Johnson withdrew the original motion.

Councilmember Bird made a motion to postpone this item until the next meeting. Councilmember Johnson seconded the motion to postpone. Voting was unanimous in favor of the motion.

E. NORTH GREENVILLE FITNESS & CARDIAC REHABILITATION CONTRACT: *Fire Department Physicals*

The City Manager stated that the implementation of a medical requirement ensures that current fire fighters are medically capable of performing their required duties and will reduce the risk of occupational injuries and illnesses. The North Greenville Health and Fitness screening program will be \$220.00 per fire fighter for the basic services program. This is the only group that provides program requirements for the Occupational Safety and Health Administration (OSHA) and National Fire Protection Association (NFPA). The City Manager recommended approval of the contract through North Greenville Health and Fitness.

Councilmember Weaver made a motion to approve the contract with North Greenville Fitness and Cardiac Rehabilitation for discussion. Councilmember DeLoughy seconded the motion. Councilmember's discussed the current policy for physicals, why local physicians were not used and what would happen when someone failed the physical.

Councilmember Hase made an extension to the motion for the fire department to create a policy for an incentive, once a test is failed, to get in shape or be terminated and that staff needs to comeback with a recommendation.

Councilmember Hase restated the motion for the fire department to comeback with a policy that provides the incentive. Councilmember Johnson seconded the extended motion. Voting was unanimous in favor of the extended motion.

F. BAIT SHOP LEASE: *Bid*

The City Manager stated that approval is requested to award the bait shop bid. The bait shop has been closed since May 2008 due to the owner no longer wanting to operate the business. We went out for bids and received a bid from Harold Davidson and from the St. Marys Yacht and Boating Club. The bid information is as follows:

Harold Davidson - \$300 Monthly
St Marys Yacht & Boating Club - 50% of net profits and acts as welcome center for boaters and other waterfront visitors

The City Manager and staff recommended awarding the Bait Shop contract to the St. Marys Yacht and Boating Club because it is a new way to bring in tourists.

Councilmember Trader made a motion to approve the lease of the property to St. Marys Yacht and Boating Club. Councilmember Weaver seconded the motion. Councilmember's discussed how 50% of the profits were estimated, adjusting contract termination clause and other operations the club will perform.

A gentleman from the audience expressed concerns about the way the bid process was handled and the yacht club not obtaining DNR licensing fast enough to sell bait.

The Assistant City Manager responded that the bids were turned into the purchasing department and the bid procedures were followed as required.

Tom Chalkley, representative of the Yacht Club stated that 50% of net profits is the financial market for bait, many extras were to be provided that were not part of the bid requirements, DNR's licenses taking a week to approve, and the Club's fundamental mission is to attract more boats to St. Marys. Voting was recorded as follows:

<u>FOR</u>	<u>OPPOSED</u>	<u>ABSTAINED</u>
Councilmember DeLoughy Councilmember Hase Councilmember Trader Councilmember Weaver	Councilmember Johnson	Councilmember Bird

G. ALLGOOD PEST SOLUTIONS CONTRACT: Fire Station #7

The City Manager recommended continuing the current contract with Allgood Pest Solutions to avoid unnecessary damages due to infestation and the additional cost of changing to a different vendor which would require the station to be re-inspected and re-treated which could cost the City an additional \$1000.00 or more. A Subterranean Termite Pre-Construction Agreement was made with Lamar Johnson Construction, the builder for Fire Station #7 and Allgood Pest Solutions. The initial treatment was done in June 2007. The annual renewal fee is \$250.00.

Councilmember Weaver made a motion to approve the Allgood Pest Solutions Contract. Councilmember DeLoughy seconded the motion. Voting was unanimous in favor of the motion.

H. THE LAMAR COMPANIES CONTRACT: CVB Billboard

The City Manager recommended approval of the CVB billboard contract for fiscal year 2009. The sign has been erected on I-95 for two (2) years and the current contract expired in June. This year's contract is budgeted in the amount of \$18,840.00. The Convention and Visitors Bureau Authority recommend renewing the billboard for next year.

Councilmember Weaver made a motion to approve CVB billboard contract with The LAMAR Companies contract. Councilmember Trader seconded the motion. Voting was unanimous in favor of the motion.

Recess

Mayor Eskridge called short recess at 7:30 p.m., and called the meeting back to order at 7:35 p.m.

I. NATIONAL LEAGUE OF CITIES: *Councilmember Weaver*

Councilmember Weaver requested attending the Congress of Cities and Expo located in Orlando in November to see if a membership would benefit the City. Councilmember Johnson suggested looking into the organization with Georgia Municipal Association (GMA) because it appeared to be a duplication of services. Councilmember Weaver responded that in order to be a member of the National League of Cities, the City must be a member of GMA.

Councilmember Trader made a motion to allow Councilmember Weaver to attend the National League of Cities Conference in Orlando for \$375 plus travel expenses. Councilmember DeLoughy seconded the motion. Voting was unanimous in favor of the motion.

J. PT. PETER ROAD RESURFACING PROJECT

The City Manager stated that the Public Works Department recommends approval of a project to re-surface Pt. Peter Road to Dixie Road Builders, Inc. The cost of this project is \$379,759.15. Time and traffic has caused the surface of Pt. Peter Road to become deteriorated to the point that the time has come to resurface the road. This road was specifically designated in SPLOT V to be resurfaced. The Public Works Department developed a bid package and advertised the project. Three companies responded to the request for bids and were reviewed public works. The following is a tabulation of the results.

Dixie Road Builders, Inc.	\$379,759.15
Folsom Construction Company	\$413,990.30
Seaboard Construction	\$479,164.08

The City Manager recommended awarding the bid to Dixie Road Builders, Inc.

Councilmember DeLoughy made a motion to award the Pt. Peter Road Resurfacing Project to Dixie Road Builders, Inc. Councilmember Hase seconded the motion. Councilmember's discussed holding the project for six months for possible future

expansion and projected increases in costs of material if postponed. Following much discussion, voting was unanimous in favor of the motion.

K. CODE OF ETHICS REVISIONS: *Request to Committee*

The City Manager stated that there is a need to discuss and vote to order revision of the Code of Ethics by the previously appointed Board of Ethics. In light of recent application of the City's Code of Ethics, many areas need clarifying, expanding, and revising. The City Attorney will work with the Board to revise the Code and to ensure the City maintains its "City of Ethics" delineation by GMA. The City Manager recommended approval to send this item to committee.

Councilmember Johnson made a motion to allow the city attorney to work with the Ethics Committee on revisions to the code. Councilmember Trader seconded the motion. Voting was unanimous in favor of the motion.

An Ethics Committee meeting is scheduled for July 29th and a property committee meeting on July 16th in the Council Chamber at City hall.

L. ADVERTISE FOR PUBLIC HEARING: *City Manager & Assistant City Manager's Vehicle Decal Exemptions*

The City Manager recommended approval to advertise for a public hearing of the decal exemption on the City Managers and Assistant City Managers vehicle. For the last four years, a resolution has been adopted to exempt the identification decal from the City Managers and Assistant City Managers vehicle. State law mandates advertisement of a public hearing prior to the adoption of the resolution to be renewed annually.

Councilmember Weaver made a motion to approve the advertising for a public hearing for the vehicle decal exemptions. Councilmember Trader seconded the motion. Councilmember's discussed the reasons why the vehicles were not marked. Voting was recorded as follows:

FOR
Councilmember DeLoughy
Councilmember Trader
Councilmember Weaver

OPPOSED
Councilmember Bird
Councilmember Hase
Councilmember Johnson
Mayor Eskridge

M. CIVICPLUS LICENSE & SERVICE AGREEMENT: *Website*

The City Manager recommended approval to award the City of St Marys website bid award to CivicPlus. During the FY09 budget, approval was granted to re-design the City website at a cost of \$30,000. Request for Proposals were advertised for the development of a new website for the City. The top three (3) companies are as follows:

Mimsware	\$12,000
Vision Internet	\$45,910
CivicPlus	\$23,350

The bid committee reviewed the proposals and recommends awarding the contract to CivicPlus. CivicPlus has designed several other websites in the area, including the City of Kingsland and Camden County.

Councilmember Weaver made a motion to approve CivicPlus License & Service Agreement with the City of St. Marys. Councilmember DeLoughy seconded the motion. Councilmember's discussed the differences in the programs and services. Following much discussion, voting was unanimous in favor of the motion.

N. SENIOR CENTER ADVISORY COMMITTEE: Rules of Procedures

The City Manager recommended approval of the adoption of the Senior Center Advisory Committee Rules of Procedures. The Senior Advisory Committee was established by the City Council in February 2007. Several successful projects have been completed and meetings have been functional. To insure consistency of the meetings and increased efficiency the Senior Advisory Committee drafted Rules of Procedures to govern their meetings.

Councilmember DeLoughy made a motion to approve the Senior Advisory Committee's Rules of Procedures. Councilmember Weaver seconded the motion. Councilmember's discussed the functions, duties, open meetings and filling vacancies of the Committee. Following much discussion, Councilmember DeLoughy amended the motion to exclude Items F & G. Councilmember Weaver seconded the amended motion. Voting was recorded as follows:

<u>FOR</u>	<u>ABSTAINED</u>
Councilmember Bird	Councilmember Johnson
Councilmember DeLoughy	
Councilmember Hase	
Councilmember Trader	
Councilmember Weaver	

O. SENIOR CENTER: Policy

The City Manager recommended the adoption of the Senior Center Operational Policy. The Senior Center operates off an operational policy approved by Council in January 2007. Due to recommendations from the Senior Advisory Committee, the senior attendees and operational knowledge, these policies need to be updated.

Councilmember Weaver made a motion to approve the Senior Center Policy. Councilmember Bird seconded the motion. Councilmember's discussed visitors paying for their lunch, age requirements and operational hours. Voting was unanimous in favor of the motion.

P. RECORDS RETENTION ORDINANCE: *Electronic/Recorded Records*

The City Manager stated that the City Clerk requests approval to amend Section 2-62 Retention of City Records. In 2006, Council approved an ordinance to adopt a Public Records Retention Schedule, and create a Record Retention Committee in accordance with the State of Georgia's guidelines. This amendment will adopt an Electronic Records Retention Schedule. The electronic records were not addressed in the previous schedules. Adoption of such an ordinance has been discussed and recommended during recent GMA training.

Councilmember Weaver made a motion to approve the records retention ordinance as presented. Councilmember Trader seconded the motion. Councilmember's discussed following the state schedule in addition to Exhibit "B". Voting was unanimous in favor of the motion.

REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:

A. PLANNING DIRECTOR'S REPORT

1. **Minor Subdivision:** Elaine Hamilton has submitted a request for final plat approval for a minor 5-lot subdivision known as Borrell Creek Shopping Center. The property is west of Creekside Shopping Center and is zoned C-2/R-3, Tax Parcels 135-037E, 135-137F, 135-137G and 137-037H. The Planning Director stated that over the years, Ms. Hamilton leased some of the property to individuals and then sold it, creating a subdivision. The final plat formalizes the sale of the property. All accesses and set back requirements were met.

Councilmember Hase made a motion to approve Ms. Hamilton's final plat for a minor subdivision. Councilmember Trader seconded the motion. Councilmember Hase questioned what the status of the Subdivision Ordinance is. The Planning Director stated that minor changes would go to the Property Committee. Voting was unanimous in favor of the motion.

B. CAMDEN COUNTY CONSOLIDATED HOUSING AUTHORITY ANNOUNCEMENT:

Mayor Eskridged announced a vacancy on the Camden County Consolidated Housing Authority Board. The City Clerk stated that the Committee was thought to be inactive when it fact it has been active since 1999.

Councilmember Weaver made a motion to approve advertising of the vacancy.
Councilmember Trader seconded the motion. Voting was unanimous in favor of the motion.

REPORT OF MAYOR:

June 11, 2008 – Attended the CRDC Board meeting and RDC meeting in Richmond Hill and St. Marys Ethics Hearing

June 13, 2008 – Attended the Employee's Appreciation event at Aquatic Center

June 16, 2008 – Meeting with Joe Crawford regarding the Senior Center

June 18, 2008 – Meeting with the Lovells regarding the Senior Center

June 20 – 25, 2008 – Attended the GMA Conference in Savannah

June 27, 2008 – Meeting with Ms. Hase

June 30, 2008 – Meeting with Kiwanis

July 1, 2008 – Meeting with Frank Smith regarding water connection

July 3, 2008 – Judged the Bicycle Contest for the Fourth of July

July 4, 2008 – Presented trophies to Bicycle Contest winners

July 7, 2008 – Attended the Downtown Development Authority Board meeting

July 8, 2008 – Met with the Fernandina group wishing to transport visitors from Fernandina to Cumberland Island by boat. The group was told that since the City lost the mill, we would not give away something that was build over the years to them. Another meeting was requested to discuss the issue again. All the state elected officials were advised of the issue and will support St. Marys. The City may need to revisit the water taxi contract because it is being used to get a foothold.

Mayor Eskridge stated that during the Fourth of July celebration the Kiwanis had a lot of booths that needed additional electricity. Georgia Power installed the electricity at Gilman Waterfront Park for a cost of \$3,677.

Councilmember Johnson made a motion to reimburse the Kiwanis. Councilmember Trader seconded the motion. Voting was unanimous in favor of the motion.

REPORT OF CITY MANAGER:

- The Human Resources Department has facilitated an employee wellness program for preventive health.
- The City participated in the Mayor's Day Motorcade Silent Auction at the GMA Conference last month and raised \$7,500 for the mentally ill.
- St. Marys Downtown Development Authority sent out a marketing piece on Staycations for local activities at home to save money. This piece was picked up by a First Coast News reporter who did a story, which will air on Wednesday morning between 6 and 7 a.m. Alyce Thornhill, DDA Director was commended for a job well done.

Councilmember Trader thanked Public Works, Police Department, Fire Department, all other City departments and the Kiwanis Club for all their hard work during the Fourth of July festival. Councilmember Weaver commented that citizens were thankful to be able to identify city

employees by their colorful shirts and the Police Department was commended in the newspaper for finding a missing child.

GRANTING AUDIENCE TO THE PUBLIC:

Keith Post, Kiwanis thanked the fire and police departments for helping the Kiwanis during the Fourth of July festival and the City for the reimbursement of funds.

EXECUTIVE SESSION: *Personnel*

Councilmember Trader made a motion to adjourn to executive session to discuss personnel. Councilmember DeLoughy seconded the motion. Voting was unanimous in favor of the motion. The Mayor and Council adjourned to executive session at 9:11 p.m., returning at 9:29 p.m. with Mayor Eskridge calling the Council meeting back to order.

PERSONNEL

No official action was taken at this time.

ADJOURNMENT:

Councilmember Trader made a motion for adjournment. Councilmember Bird seconded the motion. Mayor Eskridge declared the meeting adjourned at 9:29 p.m.

Respectfully submitted,

Darlene M. Roellig, City Clerk