



**CITY OF ST. MARYS, GEORGIA**  
**418 Osborne Road, St .Marys, GA 31558**  
**City Hall Council Chambers**

**August 18, 2014**

**GATEWAY ENHANCEMENT CONCEPT WORK SESSION**  
**5:00 P.M.**

**COUNCIL MEETING**  
**6:00 P.M.**

**AMENDED AGENDA (8/18/2014)**

- I. **CALL TO ORDER**
- II. **INVOCATION:** *Councilmember Nancy Stasinis*
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL** **QUORUM: YES X NO**
- V. **APPROVAL OF MINUTES:** *August 4, 2014 Regular City Council Meeting Minutes*
- VI. **PRESENTATIONS:**  
  
**CUMBERLAND ISLAND NATIONAL SEASHORE PARK SUPERINTENDENT MR. GARY INGRAM:** *Mayor Morrissey*  
  
**CAMDEN COUNTY WAYFINDING & SIGNAGE MASTER PLAN:** *Darren Harper*  
  
**HOSPITAL AUTHORITY D/B/A ST. MARYS SENIOR AUTHORITY ANNUAL REPORT:**  
*Frank Frasca, Chairman*  
  
**BOARD APPOINTMENT (VACANCY):**  
*Camden County Board of Education-Sex Education Instructional Materials Review Committee (Jeanie Shugart)*
- VII. **SET CONSENT AGENDA**
- VIII. **APPROVAL OF THE AGENDA**
- IX. **GRANTING AUDIENCE TO THE PUBLIC**
- X. **OLD BUSINESS:**

- A. **MUNICIPAL COURT JUDGE CONTRACT, ORDINANCE & BUDGET ORDINANCE:** *John J. Holman (City Manager)*
- B. **WATERFRONT PARK BUILDING:** *John J. Holman (City Manager)*  
*Lease agreement with Knuckleheads*
- C. **SEPTEMBER 1, 2014 CITY COUNCIL MEETING:** *To discuss whether to cancel or reschedule meeting due to Labor Day Holiday*

**XI. NEW BUSINESS:**

- 1. **SPECIAL ENCROACHMENT PERMIT-WAYFINDING SIGNAGE:** *(Added)*
  - A. **AMENDMENT TO CITY ATTORNEY CONTRACT:** *Gary Moore (City Attorney)*
  - B. **RESOLUTION-INTERGOVERNMENTAL JOINT DEVELOPMENT AUTHORITY:**  
*Request approval of Intergovernmental Resolution (Woodbine, Kingsland, Camden County and St. Marys) from Camden County Board of Commissioners amending the appointed terms for Joint Development Authority*
  - C. **FY 2015 SCHOOL RESOURCE OFFICER MEMORANDUM OF UNDERSTANDING (MOU):** *Timothy Hatch (Chief of Police) Request authorization for Mayor John F. Morrissey and Police Chief to sign a new School Resource Officer (MOU) with Camden County School System*
  - D. **2014-2015 HEALTH CLINIC MEMORANDUM OF UNDERSTANDING (MOU) FOR ONSITE CLINICAL MEDICAL SERVICES:** *Donna Folsom (Human Resources Director) Request authorization for Mayor John F. Morrissey to sign the Memorandum of Understanding between Camden County Board of Commissioners and the City of St. Marys to continue participating in the Camden County Employee Health Clinic*
  - E. **GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL MAINTENANCE & IMPROVEMENT GRANT (LMIG) FY 2014 CONTRACT AWARD-STREETS:** *Bobby Marr (Public Works Director) Bid submitted from Kudzue 3 Trucking regarding West Ashley Street, Cottage Court, Sugarmill Boulevard and Plantation Village Drive*
  - F. **UNITED STATES COAST GUARD SUPPLEMENTAL LEASE AGREEMENT:** *Jennifer Brown (Finance Director) Request approval of supplemental lease agreement regarding available funds and increase of lease revenue for space at the St. Marys Police Department Building*
  - G. **BUDGET ORDINANCE STREET SWEEPER REPAIRS:** *Jennifer Brown (Finance Director) Amend the FY 2015 Budget in the amount of \$20,000 from Fund Equity in General Fund for repair costs*
  - H. **BUDGET ORDINANCE MARSH VIEW LANE AND WRIGHT STREET SEWER EXTENSIONS DESIGNS:** *Jennifer Brown (Finance Director)*  
*Amend the FY 2015 Budget in the amount of \$19,800 from Contingency to Sewer Fund to cover the approved sewer extension designs from Stevenson and Palmer Engineering, Inc.*

**XII. REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:**

A. MONTHLY SEA GRANT UPDATE: *Roger Weaver*

B. CITY CALENDAR: *City Clerk*

**XIII. REPORT OF MAYOR**

**XIV. GRANTING AUDIENCE TO THE PUBLIC**

MAYOR AND COUNCIL COMMENTS

CITY MANAGER'S COMMENTS

**XV. EXECUTIVE SESSION: Legal, Pending and Potential Litigation**

**XVI. ADJOURNMENT**

**This is a tentative agenda and is subject to change. Please check with City Hall prior to the Meeting for any revisions.**

**CITY COUNCIL MEETING**  
**August 18, 2014**  
**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, August 18, 2014 in the Council Chambers at City Hall.

**PRESENT WERE:**

Mayor John F. Morrissey  
Councilmember Sam Colville  
Councilmember Jim Gant  
Councilmember Robert L. Nutter  
Councilmember Dave Reilly  
Councilmember Nancy Stasinis  
Councilmember Linda P. Williams

**CITY OFFICIALS PRESENT:**

John J. Holman, City Manager  
Gary Moore, City Attorney  
Jennifer Brown, Finance Director  
Donna Folsom, Human Resources Director  
Bobby Marr, Public Works Director  
Roger Weaver, Planning Director  
Robby Horton, Fire Chief  
Timothy Hatch, Chief of Police

**CALL TO ORDER:**

Mayor Morrissey called the City Council Meeting to order at 6:01 p.m. Councilmember Stasinis gave the invocation. Mayor Morrissey led the audience in the pledge of allegiance. Council roll call indicated a quorum of Council members present for the meeting.

**APPROVAL OF MINUTES:** *August 4, 2014 Public & Regular City Council Meeting Minutes*

Councilmember Reilly moved to approve the August 4, 2014 Public & Regular City Council Meeting Minutes. Councilmember Colville seconded the motion. Voting was recorded as follows:

FOR  
Councilmember Colville  
Councilmember Reilly  
Councilmember Stasinis  
Councilmember Williams

ABSTAINED  
Councilmember Gant  
Councilmember Nutter

**PRESENTATIONS:**

**CUMBERLAND ISLAND NATIONAL SEASHORE PARK SUPERINTENDENT MR. GARY INGRAM:**

*Mayor Morrissey*

Mr. Ingram presented the City of St. Marys, Mayor and City Council with a book which highlights several National Parks. Mr. Ingram read an excerpt from the Organic Act passed in 1916, "To conserve the scenery, natural and historic objects, the wild life therein and to provide

for the enjoyment of the same in such a manner and by such means that will leave them unimpaired for future generations". Mr. Ingram gave a brief employment history and thanked the Mayor and Council for the warm reception he received upon arrival in St. Marys.

**CAMDEN COUNTY WAYFINDING & SIGNAGE MASTER PLAN:** *Darren Harper (Economic Director, City of Kingsland, Georgia)*

Mr. Harper announced his new position (Project Manager) with the Joint Development Authority. Mr. Harper gave a brief overview of the Wayfinding Signage Master Plan, Green Print Plan, monetary funding for signage (approximately \$10,000 – 11,000) and process for a Special Encroachment Permit. Mr. Harper referenced the revised Federal Highway Standards from Georgia Department of Transportation which dictate increased text size, height and reflective requirements for all new signs erected in GADOT areas. Mr. Harper stated Kingsland and St. Marys are ready to move forward with the Special Encroachment Permit.

Councilmember Gant asked if the revision of the City logo would delay the permitting process and Mr. Harper stated the logo design is not a requirement for the Special Encroachment Permit. Councilmember Nutter asked if the signs would be uniformed among all entities (Camden County, Kingsland, Woodbine and St. Marys) but still allow for individual logo placement. Mr. Harper stated each entity could place their own logo or seal on their signage. Mr. Harper stated signage/text must be visible at 35 mph. Councilmember Gant expressed concerns with the overall sign size of 4 feet by 8 feet.

**GRANTING AUDIENCE TO THE PUBLIC:**

*Dave Schmitz, 112 New Hammock Circle:* Mr. Schmitz suggested allowing Public Works Personnel to build the Wayfinding signs.

**HOSPITAL AUTHORITY D/B/A ST. MARYS SENIOR AUTHORITY ANNUAL REPORT:** *Frank Frasca, Chairman*

Mr. Frasca gave a brief overview of several organizations (Camden House, St. Marys Library, Zumba and Senior Center in St. Marys) the Senior Authority assisted this past year. Mr. Frasca thanked the Senior Center Director (Rindy Howell) for a good job on the senior prom and noted the monetary increase request from Mrs. Howell for senior lunches. Mr. Frasca announced a partnership with the Senior Authority, Police Department and Fire Department to distribute File for Life Emergency Packets to seniors. Mr. Frasca stated the papers are kept on the refrigerator so emergency personnel entering the home will have one location to view their medical history/list of medications. Mr. Frasca stated the Senior Authority may have an opening on the board in the near future. Mr. Frasca presented Mayor Morrissey with a \$30,000 check for lunches at the Senior Center in St. Marys. The Mayor and Council thanked Mr. Frasca and board members on the Senior Authority for their dedication and monetary increase.

**BOARD APPOINTMENT (VACANCY):** *Camden County Board of Education-Sex Education Instructional Materials Review Committee (Jeanie Shugart)*

No board applications were submitted to City Council. Mayor Morrissey announced the vacancy on the Camden County Board of Education Sex Education Instructional Material Review Committee.

**SET CONSENT AGENDA (\*):**

Councilmember Colville made a motion to approve the consent agenda as New Business A, B, C, F and H. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion.

**APPROVAL OF THE AGENDA:**

Councilmember Reilly made a motion to add Special Encroachment Permit Wayfinding & Signage Authorization as item #1 under New Business. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion. Councilmember Nutter made a motion to approve the agenda as amended. Councilmember Stasinis seconded the motion. Voting was unanimous in favor of the motion.

**GRANTING AUDIENCE TO THE PUBLIC:**

*Phillip Jones, 201 Catherine Street:* Mr. Jones requested Council create a Harbour Master position or assign personnel for compliance and enforcement at the waterfront. Mr. Jones mentioned the hazards of a sunken boat, signage for golf carts on the St. Marys Intracoastal Gateway property, and logo change relating to boaters and waterfront.

*Dave Schmitz, 112 New Hammock Circle:* Mr. Schmitz requested City Council address derelict buildings on Highway 40.

Mayor Morrissey asked the City Manager to address concerns Mr. Jones mentioned at the next City Council meeting on September 15, 2014.

**OLD BUSINESS:**

**A. MUNICIPAL COURT JUDGE CONTRACT, ORDINANCE & BUDGET ORDINANCE:**

*John J. Holman (City Manager)*

The City Manager gave a brief overview and stated the Request for Proposal (RFP) was not a requirement for the position. Mr. Holman stated the Budget Ordinance and Ordinance to appoint the Judge is presented for consideration. Councilmember Colville made a motion to approve the Budget Ordinance and Ordinance to appoint the Judge and set compensation. Councilmember Gant seconded the motion. Voting was unanimous in favor of the motion.

**B. WATERFRONT PARK BUILDING:** *John J. Holman (City Manager)*

*Lease agreement with Knuckleheads*

Councilmember Nutter made a motion to approve the new lease agreement as discussed with Knuckleheads. Councilmember Stasinis seconded the motion. Councilmember Gant moved for discussion and stated the new lease addressed concerns concisely and was very thorough. Councilmember Nutter gave a brief overview of prior concerns and stated they were addressed in the new lease. The Mayor and Council thanked Mr. Holman and City Attorney Gary Moore for their work. Voting was unanimous in favor of the motion.

**SEPTEMBER 1, 2014 CITY COUNCIL MEETING:** *To discuss whether to cancel or reschedule meeting due to Labor Day Holiday*

Councilmember Gant made a motion to cancel the September 1, 2014 City Council meeting due to lack of items and holiday. Councilmember Stasinis seconded the motion.

Councilmember Nutter moved for discussion and stated City Council should be notified if a Special Meeting is needed. Voting was unanimous in favor of the motion.

**NEW BUSINESS:**

1. **SPECIAL ENCROACHMENT PERMIT-WAYFINDING SIGNAGE:** *(ADDED)*

Councilmember Reilly made a motion to authorize the City Manager (John J. Holman) to prepare the Special Encroachment Permit for Wayfinding Signage. Councilmember Williams seconded the motion. Councilmember Nutter moved for discussion and stated he would like to review the permit. Councilmember Colville stated the motion will allow the City Manager to prepare the permit. Mr. Holman stated the request is not to approve any purchases of signage; only to prepare and submit the application. Attorney Gary Moore stated the motion should be amended to allow Mr. Holman to submit the application.

Councilmember Reilly amended his motion to authorize the City Manager to prepare and submit the Special Encroachment Permit for Wayfinding Signage. Councilmember Williams seconded the motion. Voting was unanimous in favor of the motion. Mr. Holman stated he would wait until Mr. Darren Harper (Kingsland) was able to submit his application to Kingsland for approval so the applications could be submitted together.

A. **AMENDMENT TO CITY ATTORNEY CONTRACT (\*):** *Gary Moore (City Attorney)*

Councilmember Colville made a motion to remove Taylor, Odachowski, Schmidt, Crossland, LLC from the City Attorney Contract to reflect his move to his new practice under Gary Moore, P.C. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion.

B. **RESOLUTION-INTERGOVERNMENTAL JOINT DEVELOPMENT AUTHORITY (\*):** *Request approval of Intergovernmental Resolution (Woodbine, Kingsland, Camden County and St. Marys) from Camden County Board of Commissioners amending the appointed terms for Joint Development Authority*

Councilmember Colville made a motion to approve the Intergovernmental Resolution to amend the term expiration to four years with the Joint Development Authority beginning with expiration of current terms. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion.

C. **FY 2015 SCHOOL RESOURCE OFFICER MEMORANDUM OF UNDERSTANDING (MOU) (\*):** *Timothy Hatch (Chief of Police) Request authorization for Mayor John F. Morrissey and Police Chief to sign a new School Resource Officer (MOU) with Camden County School System*

Councilmember Colville made a motion to authorize Mayor Morrissey, City Manager Mr. Holman and Police Chief Timothy Hatch to renew the Memorandum of Understanding and contract for a School Resource Officer with Camden County School System for another year. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion.

D. **2014-2015 HEALTH CLINIC MEMORANDUM OF UNDERSTANDING (MOU) FOR ONSITE CLINICAL MEDICAL SERVICES:** *Donna Folsom (Human Resources Director) Request authorization for Mayor John F. Morrissey to sign the Memorandum of Understanding between Camden County Board of Commissioners and the City of St. Marys to continue participating in the Camden County Employee Health Clinic*

Donna Folsom (Human Resources Director) gave a brief overview of the Employee Health Clinic and the City health coverage over the last few years. The Human Resources Director cited loss ratio and premium increase from several years ago at 140% loss ratio/44.6% premium increase to the current 53% loss ratio and 0% premium increase due to our

participation in the clinic. Mrs. Folsom noted the clinic had a positive impact on employees and is currently being reviewed as a possible model for other entities to follow. The Human Resources Director invited Council to tour the Wellness Clinic and announced the annual Health & Wellness Employee Fair on October 1, 2014. Councilmember Williams commended the County and City for implementing the clinic and providing good health care to employees.

Councilmember Williams made a motion to approve the 2014-2015 Memorandum of Understanding for onsite clinical medical services. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion.

**E. GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL MAINTENANCE & IMPROVEMENTS & IMPROVEMENT GRANT (LMIG) FY 2014 CONTRACT AWARD-STREET: Bobby Marr**

*(Public Works Director) Bid submitted from Kudzue 3 Trucking regarding West Ashley Street, Cottage Court, Sugarmill Boulevard and Plantation Village Drive*

Bobby Marr (Public Works Director) gave a brief overview of the LMIG Program stating the amount was approximately \$150,000 with a 30% match from the City. The Public Works Director stated only one bid was received and it was approximately \$40,000 over and the revised bid by Kudzue 3 Trucking was still approximately \$26,000 over.

Councilmember Gant made a motion to reject the bid from Kudzue 3 Trucking and authorize the rebidding of the contract. Councilmember Colville seconded the motion. Councilmember Nutter moved for discussion and mentioned the list of streets listed might need to be revised. Councilmember Gant stated a Street Condition Survey is needed but the process would take time. Councilmember Nutter requested the City Manager submit a potential plan of how to address assessing street conditions to Council in the upcoming months. Voting was unanimous in favor of the motion.

**F. UNITED STATES COAST GUARD SUPPLEMENTAL LEASE AGREEMENT (\*): Jennifer Brown**  
*(Finance Director) Request approval of supplemental lease agreement regarding available funds and increase of lease revenue for space at the St. Marys Police Department Building*

Councilmember Colville made a motion to approve the United States Coast Guard supplemental lease agreement for increased lease revenue. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion. Mayor Morrissey thanked the United States Coast Guard for their upkeep of the building and lease revenue increase.

**G. BUDGET ORDINANCE STREET SWEEPER REPAIRS: Jennifer Brown (Finance Director)**  
*Amend the FY 2015 Budget in the amount of \$20,000 from Fund Equity in General Fund for repair costs*

Councilmember Colville made a motion to approve the Budget Ordinance amending the FY 2015 Budget in the amount of \$20,000 from Fund Equity in General Fund for street sweeper repair costs. Councilmember Williams seconded the motion. Councilmember Nutter moved for discussion and commented on various way to prolong brush life including only sweeping streets that have curbs. Voting was unanimous in favor of the motion.

**H. BUDGET ORDINANCE MARSH VIEW LANE AND WRIGHT STREET SEWER EXTENSIONS DESIGNS (\*): Jennifer Brown (Finance Director)**

*Amend the FY 2015 Budget in the amount of \$19,800 from Contingency to Sewer Fund to cover the approved sewer extension designs from Stevenson and Palmer Engineering, Inc.*

Councilmember Colville made a motion to approve the Budget Ordinance amending the FY 2015 Budget in the amount of \$19,800 from Contingency to Sewer Fund to cover approved sewer extension designs from Stevenson and Palmer Engineering, Inc. for Marsh View Lane and Wright Street. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion.

#### **REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:**

**A. MONTHLY SEA GRANT UPDATE: *Roger Weaver (Planning Director)***

The Planning Director gave a brief update on the Sea Grant Program including a draft Executive Summary #1 for the program. Mr. Weaver stated the draft summary would be placed on the City website.

**B. CITY CALENDAR: *City Clerk***

The City Clerk announced the upcoming events, activities and meetings up to September 15, 2014.

#### **REPORT OF MAYOR**

Mayor Morrissey mentioned the Economic Development training he attended with Mr. Holman and Councilmembers Colville, Williams and Reilly on August 12, 2014 in Richmond Hills. Mayor Morrissey also spoke about the visit to Brunswick, Georgia with Mr. Holman.

#### **GRANTING AUDIENCE TO THE PUBLIC:**

*Phil Jones, 201 Catherine Street:* Mr. Jones mentioned his support for businesses at the waterfront but spoke about the need for waterfront management.

*Larry White, 102 Sylvia's Court:* Mr. White suggested City Council utilize Meter Technicians to assess road conditions and mentioned the great music at Starry Nights.

*Tom Canning, 410 New Point Peter Road:* Mr. Canning requested additional volunteers to support the information voting booth at the Catfish Festival in Kingsland, Georgia.

#### **MAYOR AND COUNCIL COMMENTS:**

Councilmember Williams stated St. Marys appreciates Cumberland Island National Seashore Park and gave a brief history of the Wilderness Act. Mrs. Williams mentioned the 50<sup>th</sup> Anniversary Wilderness Act Celebration taking place on Saturday, September 6, 2014 at Howard Gilman Memorial Park, invited everyone to attend and mentioned the poster contest for children. Councilmember Colville mentioned the success of the Economic Development Training, nine attendees from Camden County and the overall collaboration throughout the state to promote Georgia. Councilmember Reilly stated St. Marys, Kingsland, Woodbine and Camden County are being noticed for their collaboration with the Camden County Joint Development Authority.

#### **CITY MANAGER'S COMMENTS:**

The City Manager gave a brief update on the following projects: Trolley Building (working with Kiwanis), centrifuge emergency repairs, Gaines Davis Project, Highway 40 Turn Lane from St. Marys Road and bowling alley insurance update. The Planning Director stated the insurance company requested until September 11, 2014 to complete the cleanup of structure and debris

down to the slab. Mr. Holman stated a cost assessment might be needed regarding flooding concerns for various streets like Douglas, Bartlett, Davis, Florence and Watts. Mr. Nutter suggested the use of retention ponds throughout the City. Mr. Holman stated the Planning Director/Police Chief are assisting with Hollywood Lane and that residents were given information for Legal Aid. The City Manager stated the owner had not been located but his sister contacted the City.

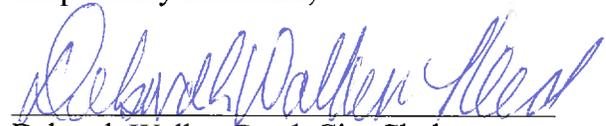
**EXECUTIVE SESSION:**

Councilmember Colville made a motion to adjourn to Executive Session to discuss Legal, Pending and Potential Litigation. Councilmember Williams second the motion. Voting was unanimous in favor of the motion. The Mayor and City Council adjourned to Executive Session at 7:54 p.m., returning at 8:38 p.m. with Mayor Morrissey calling the Council meeting back to order.

**ADJOURNMENT:**

Councilmember Colville made a motion for adjournment. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion. Mayor Morrissey declared the meeting adjourned at 8:38 p.m.

Respectfully submitted,



Deborah Walker-Reed, City Clerk