

**CITY OF ST. MARYS, GEORGIA**  
**January 14, 2008**

**ALCOHOL LICENSE PUBLIC HEARING**  
**“Lucky Dawgs of St. Mary, LLC D/B/A Lucky Dawgs”**  
**5:15 p.m.**

**NEWLY ELECTED OFFICIALS’ OATH OF OFFICE**  
**5:30 p.m.**

**FIRST QUARTER – TOWN MEETING**  
**6:00 p.m.**

**CITY COUNCIL ORGANIZATIONAL MEETING**

- A. *Mayor Pro Tem*
- B. *Council Committees*..... “A”
- C. *2008 Municipal Court Calendar*..... “B”

**CITY COUNCIL MEETING**

**AMENDED**  
**AGENDA**

- I. **CALL TO ORDER**
- II. **INVOCATION** *William P. Shanahan, City Manager*
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL** **QUORUM: YES X NO**
- V. **APPROVAL OF MINUTES:** *December 10, 2007 Regular City Council Meeting Minutes*  
*December 18, 2007 Special City Council Meeting Minutes*  
*December 6, 2007 Property Committee Meeting Minutes*

**PRESENTATION:** NONE

**APPROVAL OF THE AGENDA**

- VI. **GRANTING AUDIENCE TO THE PUBLIC:**
- VII. **OLD BUSINESS:**
  - A. **NEW ALCOHOL LICENSE:**..... “C”  
*Lucky Dawgs of St. Marys, LLC D/B/A Lucky Dawgs*
- VIII. **NEW BUSINESS:**
  - A. **RESOLUTION:** *Transfer City Property and Easement to Chuck Trader*..... “D”
  - B. **RESOLUTION:** *Workforce Housing*..... “E”
  - C. **EMC TRAFFIC SIGNAL PROPOSAL:** *Colerain and Winding Roads*..... “F”
  - D. **ALCOHOL ORDINANCE AMENDMENT:** *Servers Training* ..... “G”

- E. **JANUARY 28<sup>TH</sup> CITY COUNCIL MEETING: GMA Conference Discussion**
- F. **GMA CONFERENCE VOTING DELEGATE: Appointment Discussion**.....“H”
- G. **ORDINANCE AMENDMENT: Construction Fee Change**.....“I”
- H. **BUDGET ORDINANCE: Office Furniture City Attorney**.....“J”
- I. **ORDINANCE AMENDMENT: First Annual Meeting** .....“K”
- J. **BOARDS AND AUTHORITY COUNCIL APPOINTMENTS: Discussion**
- K. **BUDGET ORDINANCE AMENDMENT: City Attorney Expenses** .....“L”
- L. **ORDINANCE AMENDMENT: Towing (REMOVED)**
- M. **FUND ALLOCATION: Police Department Vehicle** .....“M”
- N. **SURPLUS EQUIPMENT: Police Department (REMOVED)**
- O. **SBR SELECTION FOR POINT PETER WWTP 4.0 DESIGN** .....“N”
- P. **AIRPORT ENGINEER SELECTION** .....“O”
- IX. **REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:**
  - A. **PLANNING DIRECTOR’S REPORT** .....“P”
    - 1. **Schedule Property/Planning Committee Meeting to discuss the following items:**
      - a. St. Marys Rail Road Building Traffic Circle on Osborne
      - b. Veterans Memorial Park Concept
      - c. Disposition of City Smitty Drive as related to the proposed renovation plans for Kings Bay Shopping Center
      - d. Naming of live oak trees located on City property
      - e. Proposed sketch of parking area at rear of existing City Building
    - 2. **Pt. Peter, LLC** requests preliminary plat approval for a 14lot/3 tract subdivision known as Cumberland Harbor Phase Thirteen Tax Map 160C. The property is zoned PD, R-1.
  - B. **ST. MARYS CONVENTION AND VISITORS BUREAU AUTHORITY:** .....“Q”  
*Appointments*
- X. **REPORT OF MAYOR:**
- XI **REPORT OF CITY MANAGER:**
- XII. **GRANTING AUDIENCE TO THE PUBLIC**
- XIII. **EXECUTIVE SESSION: Personnel**
- XIV. **ADJOURNMENT:**

**CITY OF ST. MARYS, GEORGIA**  
**JANUARY 14, 2008**  
**5:15 p.m.**

**PUBLIC HEARING**  
**“Lucky Dawgs of St. Marys LLC., D/B/A Lucky Dawgs”**

**MINUTES**

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

**PRESENT WERE:**

*Mayor Rowland Eskridge*  
*Councilmember William DeLoughy*  
*Councilmember Larry Johnson*  
*Councilmember Gull Weaver*

**CITY OFFICIALS PRESENT:**

*William Shanahan, City Manager*  
*Max Tinsley, Asst. City Manager*  
*Amanda Blackledge, City Attorney*  
*Donna Folsom, HR Director*  
*Connie Miller, HR Assistant*  
*Timothy Hatch, Police Chief*  
*Robert Horton, Fire Chief*  
*Roger Weaver, Planning Director*  
*Wiley King, Building Director*  
*Bobby Marr, Public Works*  
*Marsha Hershberger, Asst. Finance Director*  
*Alyce Thornhill, Economic Development Director*  
*Kathy Johnson, Clerk Assistant*  
*Lori Whitlow, Administrative Assistant*  
*Amanda Katherman, Legal Assistant*  
*Connie Miller, HR Assistant*  
*Lt. Roger Wooten, Sergeant-At-Arms*

Mayor Eskridge called the public hearing to order at 5:15 p.m., and stated the purpose of the public hearing was for “Lucky Dawgs of St. Marys LLC., D/B/A Lucky Dawgs” 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 5:17 p.m.

Respectfully submitted,

---

Darlene M. Roellig, City Clerk

**CITY OF ST. MARYS, GEORGIA  
JANUARY 14, 2008**

**OATH OF OFFICE**

**5:30 p.m.**

**MINUTES**

Mayor Eskridge and City Council for the City of St. Marys, Georgia met for the Newly Elected Officials Oath of Office Ceremony on Monday, January 14, 2008 in the City Council Chamber.

**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  
Donna Folsom, HR Director  
Connie Miller, HR Assistant  
Timothy Hatch, Police Chief  
Robert Horton, Fire Chief  
Roger Weaver, Planning Director  
Wiley King, Building Director  
Bobby Marr, Public Works  
Marsha Hershberger, Asst. Finance Director  
Alyce Thornhill, Economic Development Director  
Kathy Johnson, Clerk Assistant  
Lori Whitlow, Administrative Assistant  
Amanda Katherman, Legal Assistant  
Connie Miller, HR Assistant  
Lt. Roger Wooten, Sergeant-At-Arms*

Mayor Eskridge called the Oath of Office Ceremony to order at 5:30 p.m.

**OATH OF OFFICE:**

**Charles Bird, Councilmember Post #1  
Deborah Hase, Councilmember Post #2  
Charles Trader, Councilmember Post #3**

Mayor Eskridge administered the Oath of Office collectively to Council Members-Elect Charles Bird, Deborah Hase, and Charles Trader.

**ADJOURNMENT**

Mayor Elect Rowland Eskridge, Sr. declared the ceremony adjourned at 5:35 p.m.

Respectfully submitted,

---

Darlene M. Roellig, City Clerk

## CITY OF ST. MARYS, GEORGIA

### FIRST QUARTER – TOWN MEETING

JANUARY 14, 2008

6:00 p.m.

#### MINUTES

The Mayor and City Council for the City of St. Marys, Georgia conducted a Town Meeting on Monday, January 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  
Robert Horton, Fire Chief  
Roger Weaver, Planning Director  
Wiley King, Building Director  
Bobby Marr, Public Works  
Marsha Hershberger, Asst. Finance Director  
Alyce Thornhill, Economic Development Director  
Kathy Johnson, Clerk Assistant  
Lori Whitlow, Administrative Assistant  
Amanda Katherman, Legal Assistant  
Janet Brinko, Tourism Director  
Lt. Roger Wooten, Sergeant-At-Arms*

Mayor Eskridge called the First Quarter Town Meeting to order at 6:00 p.m., and opened the floor to the public for questions and/or comments.

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

Councilmember Johnson announced his upcoming 75<sup>th</sup> Birthday at the end of the month.

**Ed McCoy**, resident welcomed the incumbent and newly elected Council Members. Mr. McCoy requested that new council member's excuse themselves from votes and discussions on subjects or items that affect their person. He specifically requested that Councilmember Bird not vote or participate in discussions on issues pertaining to the St. Marys Airport because of his business

interest. Abstaining removes any suggestions of impropriety. Mr. McCoy also requested assistance from Councilmember Bird in cleaning up his business downtown in view of the waterfront. It appears that it is no longer in operation, however there is signage promoting a mid-town business.

**ADJOURNMENT**

There were no further requests to address Council; therefore Mayor Eskridge declared the Town Meeting closed at 6:03 p.m.

Respectfully submitted,

---

Darlene M. Roellig, City Clerk

**CITY OF ST. MARYS, GEORGIA**

**CITY COUNCIL ORIGNIZATIONAL MEETING**

**JANUARY 14, 2008**

**6:03 p.m.**

**MINUTES**

The Mayor and City Council for the City of St. Marys, Georgia met for its annual Council Organizational Meeting on Monday, January 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  
Robert Horton, Fire Chief  
Roger Weaver, Planning Director  
Wiley King, Building Director  
Bobby Marr, Public Works  
Marsha Hershberger, Asst. Finance Director  
Alyce Thornhill, Economic Development Director  
Kathy Johnson, Clerk Assistant  
Lori Whitlow, Administrative Assistant  
Amanda Katherman, Legal Assistant  
Janet Brink, Tourism Director  
Lt. Roger Wooten, Sergeant-At-Arms*

**A. MAYOR PRO TEM:**

Councilmember Weaver nominated Councilmember DeLoughy to serve as Mayor Pro Tem for 2008. Councilmember Hase seconded the motion. Voting was unanimous in favor of the motion.

**B. COUNCIL COMMITTEES:**

Mayor Eskridge stated that each Councilmember had ample opportunity to review the proposed list of committees that is presented.

Councilmember DeLoughy made a motion to approve the list of Council Committee appointments as presented. Councilmember Weaver seconded the motion. Voting was unanimous in favor of the motion.

**C. 2008 MUNICIPAL COURT CALENDAR**

Mayor Eskridge stated that approval is needed for the 2008 Municipal Court Calendar.

Councilmember Weaver made a motion to approve the scheduled court dates for 2008. Councilmember DeLoughy seconded the motion. The City Attorney stated that in accordance with the City's Charter and Ordinances court dates are scheduled on the first and third Friday. There were concerns last month regarding property notification to the public when the dates change. Mayor Eskridge suggested posting the dates in the lobby of City Hall and on the City's website. Voting was unanimous in favor of the motion.

**ADJOURNMENT**

There being no further items on the agenda, Mayor Eskridge declared the meeting adjourned at 6:07 p.m.

Respectfully submitted,

\_\_\_\_\_  
Darlene M. Roellig, City Clerk

**CITY OF ST MARYS**

**CITY COUNCIL MEETING**

**JANUARY 14, 2008**

The Mayor and City Council for the City of St. Marys, Georgia met for its regular City Council session on Monday, January 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  
Robert Horton, Fire Chief  
Roger Weaver, Planning Director  
Wiley King, Building Director  
Bobby Marr, Public Works  
Marsha Hershberger, Asst. Finance Director  
Alyce Thornhill, Economic Development Director  
Kathy Johnson, Clerk Assistant  
Lori Whitlow, Administrative Assistant  
Amanda Katherman, Legal Assistant  
Janet Brinko, Tourism Director  
Lt. Roger Wooten, Sergeant-At-Arms*

**CALL TO ORDER**

Mayor Eskridge called the City Council Meeting to order at 6:07 p.m., and requested a moment of silence and flags half staff for the week in honor of the passing of two former employees Bill Blankenship and Ed Wassman. The City Manager Bill Shanahan 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:** *December 10, 2007 Regular City Council Meeting Minutes  
December 18, 2007 Special City Council Meeting Minutes  
December 6, 2007 Property Committee Meeting Minutes*

Councilmember Weaver made a motion to approve the regular City Council meeting and Special City Council meeting minutes as presented. Councilmember DeLoughy seconded the motion.

Voting was recorded as follows:

**FOR**

Mayor Eskridge  
Councilmember DeLoughy  
Councilmember Johnson  
Councilmember Weaver

**ABSTAINED**

Councilmember Bird  
Councilmember Trader  
Councilmember Hase

Councilmember Weaver made a motion to approve the Property Committee meeting minutes as presented. Councilmember DeLoughy seconded the motion. Voting was recorded as follows:

**FOR**

Mayor Eskridge  
Councilmember DeLoughy  
Councilmember Johnson  
Councilmember Weaver

**ABSTAINED**

Councilmember Bird  
Councilmember Trader  
Councilmember Hase

**PRESENTATION:**

There were no presentations at this time.

**APPROVAL OF THE AGENDA**

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

**GRANTING AUDIENCE TO THE PUBLIC:**

**Keith Post**, President Navy League, presented an update on the USS Georgia's arrival at Kings Bay Submarine Base, where she will be welcomed back to service on March 28, 2008. Mr. Post advised the Council that Sheila McNeal, Return to Service Committee, has secured Governor Perdue to speak at the welcoming ceremony. He also stated that as part of this program a Georgia State Flag is traveling all across Georgia, through all 159 counties, and will arrive in Camden County the last week of March to be presented to the ship. Mr. Post thanked Councilmember's Weaver and DeLoughy for attending a special reception held on Kingsbay Navy Submarine Base to welcome the officers and crew. He also invited citizens to become an Honorary Plank Owner for the USS Georgia by visiting the website [ussgeorgia.org](http://ussgeorgia.org). Mr. Post concluded by stating that Jack Davis visited the submarine and has donated pictures of "Uga" for the USS Georgia and advised that they are for sale. Mr. Post welcomed the newest member of our Camden County family the US Coast Guard cutter "Sea Dragon", which is the first of two boats based in St. Marys at Kings Bay as an escort to our important assets in the area.

**Doug Vaught**, Chairman St. Marys Convention and Visitors Bureau spoke in support of the existing Board's accomplishments, events and training. He described the Board as a working board that shares the tasks of the director, who is the sole full-time employee. Mr. Vaught also described one of the Board's Current projects as working with legislature on changing the definition of extended stays from 10-days to 30-days to increase hotel/motel tax at an estimated \$25,000-\$30,000 per year. Mr. Vaught concluded by briefing the Council that the SMCVB is

the only board in the City where appointments are made yearly and requested Council consideration to reappoint board members and extending the yearly term.

**Cookie Johnson**, resident requested support of the City's businesses in all districts. Ms Johnson questioned why members are not being reappointed on committees that are receiving awards for their actions and stated that rules should be followed when appointments are made.

### **OLD BUSINESS:**

- A. **NEW ALCOHOL LICENSE:** *Lucky Dawgs of St. Marys, LLC D/B/A Lucky Dawgs*  
Mayor Eskridge stated that Lucky Dawgs of St. Marys requested approval of a 2008 Alcohol License. A public hearing was duly advertised in the newspaper and held prior to this evening's Council meeting with no comments.

Councilmember Weaver made a motion to approve the new alcohol license for Lucky Dawgs of St. Marys. Councilmember DeLoughy seconded the motion.

Councilmember Hase questioned for the record whether or not Lucky Dawgs was in complete compliance with the City's Ordinance. The City Clerk stated that were in compliance with the ordinance except for the final inspections from the Building Department and Fire Department and a license would not be issued until the inspections were completed. Councilmember Trader stated that approval is consistent with the other licenses. The City Clerk further stated that this is a normal practice when buildings were not ready to open for business.

Councilmember Weaver amended the motion to add the issuance of the license to be contingent upon final inspections from the Building Department and Fire Department. Councilmember DeLoughy seconded the amended motion. The Voting was unanimous in favor of the motion.

### **NEW BUSINESS:**

- A. **RESOLUTION:** *Transfer City Property and Easement to Chuck Trader*  
Mayor Eskridge stated that due to the nature of the business, Councilmember Trader must abstain from voting. The City Manager recommended approval to convey real property and abutting easements of certain City property to Charles W. Trader and Peggy J. Trader. In 1976, the City acquired property and an easement for a lift station and to run water and sewer lines. The property and easement have never been used, and a lift station was built on the Traders' property without an easement. Therefore, the city wishes to swap the property, with the Traders, for a perpetual easement where the current lift station is on his property. This process has been ongoing for over two years and the property is 70 feet x 30 feet with no real value to the City.

The City Attorney stated for the record that on March 14, 2007, the Property and Planning Committee made a motion to recommend taking this action to Council. Under the City's Code of Ethics, a council member who is currently on the board is not to have any property transferred from the City. However, because this was accepted back in

March 2007 and the transfer never occurred last year, this is to close out the transaction. Hence, Mr. Trader is on Council and for the record he does need to abstain.

Councilmember Hase made a motion to approve the resolution transferring City property and easement to Chuck and Peggy Trader. Councilmember Bird seconded the motion.

Mayor Eskridge and Councilmember's discussed the advantages to putting the property back on the tax rolls, property transfers done consistently for several years and accessibility of property through an easement.

Councilmember Trader stated that he was concerned with the item being on the agenda. Currently, the lift station is on Mr. Traders' property not City property. The whole purpose is to identify the lift station and have it accessible. The City Attorney stated that errors were also made on legal descriptions in the past so this is a cleanup effort to make sure everything is copasetic and legally documented in the appropriate form. Voting was recorded as follows:

**FOR**

Councilmember Bird  
Councilmember DeLoughy  
Councilmember Hase  
Councilmember Johnson  
Councilmember Weaver

**ABSTAINED**

Councilmember Trader

**B. RESOLUTION: *Workforce Housing***

The City Manager recommended approval to promote the construction of workforce housing within St. Marys. Bill Gross is working with the State "Georgia Dream Homeownership Program" to construct workforce housing in St. Marys and Kingsland. Mr. Gross needs a resolution signed by the City showing the current zoning for the project area and the City's support of the project. Mr. Gross has selected Inlet Reach as an area that he will construct 30 town houses in three phases within St. Marys. The project name is St. Marys Single-Family Townhouses. The City will provide support of current zoning and Mr. Gross' pursuit of affordable workforce housing without financial support because it is needed in St. Marys.

Councilmember Weaver made a motion to approve the resolution Workforce Housing. Councilmember Trader seconded the motion.

Councilmember Johnson stated he discussed this item with the Planning Director and affordable housing is needed as long as it is not another drug problem area in the City. The police will continue to patrol all areas and if it is seen they will be arrested.

Councilmember Trader questioned the City Attorney whether precedent is being set by this action. The City Attorney's response was that research would need to be done because she has never dealt with this program before. The City Manager stated that a project such as this has not been done since his coming to St. Marys. Following much discussion, voting was unanimous in favor of the motion.

**C. EMC TRAFFIC SIGNAL PROPOSAL: *Colerain and Winding Roads***

The City Manager requested authorization to sign an amendment in the amount of \$6,040 from EMC Engineering Services for the necessary Roadway Improvements Design for the traffic signal proposed for the intersection of Colerain Road and Winding Road. As directed by the Mayor and Council, EMC Engineering Services was hired to perform the traffic signal studies and signal design for the intersection of Colerain Road and Winding Road as well as the intersection of Winding Road and Spur 40. Based on EMC's studies, traffic signals were warranted at both locations. The intersection of Winding Road and Spur 40 will not need any roadway improvements to install the traffic signal. However, the intersection of Colerain Road and Winding Road will need roadway improvements to provide safe traffic control through the signalized intersection. The design of roadway improvements was not part of the original scope of work for EMC. Therefore, additional design fees will be necessary to complete the project. The City Manager recommended approval based on the facts that if it is not done it becomes a safety issue when the light is green and someone is trying to make a turn, all traffic stops, causing a traffic jam.

Councilmember DeLoughy made a motion to approve EMC traffic signal proposal for Colerain and Winding Roads. Councilmember Weaver seconded the motion.

Councilmember's discussed EMC's owning all drawings, specifications and documents; Colerain Road widening; motorist safety, adding left turn lanes on Colerain Road at Winding Road, Kings Bay Road and St. Marys Road; road improvements and being pro active with DOT on expanding the widening project. Mayor Eskridge stated that the widening project plans are available for review at the Camden County Annex in Kingsland.

Following much discussion, voting was unanimous in favor of the motion.

**D. ALCOHOL ORDINANCE AMENDMENT: *Servers Training***

The City Manager stated that Camden Children's Alliance & Resources, Inc. (CCAR) requests adoption of an ordinance to implement a mandatory education training program. Alcohol seller and server training are quickly becoming mandatory across the county. The program will be offered through two mediums. The first is an Alcohol Sales Training class costing \$40 for materials through CCAR located at 102 Martha Drive. The second medium is an on-line Responsible Alcohol Sales and Server Training (RASS) program that is currently free of charge to license holders and their staff through Georgia Tech.

The training focuses on concepts including understanding the laws, recognizing fraudulent identifications, limiting consumer's intake, and improving overall awareness skills. In addition to aiding employees and license holders with usable skills, this training could possibly reap insurance benefits down the road.

Alcohol seller and server training are quickly becoming mandatory across the country. Currently, Georgia is one of twenty-one states remaining that does not mandate this training. The City Clerk's office will send letters to the current license holders for mandatory compliance by January 1, 2009 and new businesses would need to complete training prior to issuance of permit and licenses.

Councilmember Weaver made a motion to approve the Alcohol ordinance amendment for servers training. Councilmember DeLoughy seconded the motion.

Councilmember DeLoughy is pleased with the programs requirements that alcohol cannot be served without the training.

**Celenda Perry**, Camden Children's Alliance & Resources Director commended Council for being very aggressive with the program and the best practice is that it is mandatory. The program will economically return \$40.00 on every dollar put into the costs. Following much discussion, voting was unanimous in favor of the motion.

**E. JANUARY 28<sup>TH</sup> CITY COUNCIL MEETING: GMA Conference Discussion**

Mayor Eskridge stated that the Georgia Municipal Association (GMA) Conference in Atlanta falls on the weekend of the next City Council meeting. Council needs to either cancel or reschedule the meeting.

Councilmember DeLoughy made a motion to cancel the January 28<sup>th</sup> City Council meeting and not reschedule it this month. Councilmember Johnson seconded the motion. Voting was unanimous in favor of the motion.

**F. GMA CONFERENCE VOTING DELEGATE: Appointment Discussion**

Councilmember DeLoughy stated that through the years he has been designated as the voting delegate because as a GMA board of Director he needs to attend the meeting as part of the duties. He will be happy be the delegate again unless someone else is interested.

Councilmember Weaver made a motion to nominate Councilmember DeLoughy as the GMA Conference voting delegate. Councilmember Hase seconded the motion. Voting was unanimous in favor of the motion.

**G. ORDINANCE AMENDMENT: Construction Fee Change**

The City Manager recommended approval to change the payment of construction fees to final plat approval for all new residential or commercial subdivisions or approval of engineering plans for platted commercial subdivisions. The current Construction Fee ordinance has construction fees paid upon issuance of a building permit. To help insure receipt of funds to pay for our sewer bond, staff recommends changing the Construction Fee ordinance to receive payment of construction fees with final plat approval of all new residential and commercial subdivisions and approval of engineering plans for platted commercial subdivisions and continued receipt of the construction fee for platted subdivisions with the building permit issuance. If this was implemented when the original ordinance was approved approximately \$573,000 more could have been collected. Additionally, 113 lots have been through some of the process but have not received final approval. With this change the final plats could bring in an estimate of \$3,039,000 to help with the bond.

Councilmember Johnson made a motion to approve the ordinance amendment for Construction Fees. Councilmember Hase seconded the motion.

Councilmember DeLoughy stated that there were problems determining the initial fees for particular units/plats and the solution was to control the units through the issuance of building permit. It is premature at this time because the City cannot handle the new volume. Although, he agreed that money needs to be collected up front but has concerns that this may not be the right way. Utilization of the construction fees were actually based on the number of bedrooms. The overall construction fees needs to be reviewed for adequacy and move the issue to the Water and Sewer Committee.

The City Manager stated that the construction fees would remain on the number of permits, whether the change is approved or not. In reference to reevaluating the costs of the construction fees they would be reevaluated each budget year. The Assistant City Manager stated that the increase was adjusted to the CPI in 2007, residential lots are charged a specific fee and commercial lots are changed by the waste water connection or the square footage as currently calculated. With this change, set fees would automatically increase each calendar year. Councilmember Johnson questioned whether contractors would be able to make changes. The Assistant City Manager stated that the recommended change is on the final plats for the total number of lots at a set the fee per lot and no longer based on the number of bedrooms.

**Gary Blount** stated that the Water and Sewer Committee recommended the original ordinance be tied to the building permit because construction fees could be missed on the lots. Another reason was for costs to be recouped for a sewer system needed on the lots that were already plated. The reason for the change is to accelerate the cash flow without having to wait for someone to build.

The Assistant City Manager replied that fees for building permits would remain in place. The change would only affect all future final plats with a set fee for residential and commercial property. It also redefines the construction fee for existing building permits to be paid up front and fees for new final plats based on lots. Construction fees were collected up front for the bond because there were many lots already plated and few houses built on them.

Councilmember Trader stated that many developers have come to this community who has taken advantage of getting plats approved for empty lots and the City does not get any money from them but we are spending \$50,000,000 for increased waste water capacity. He further stated that he requested this issue be looked at closely, get money up front because it will amount of a lot of money and try to recoup some of the money for the costs for the empty lots. The City needs to find ways to generate the cash to mitigate some of the risks to the City when developers identify plats they want developed but at the same time, it might take a 30 year build-out. Capacity is not needed to be built for these lots that sit empty.

Councilmember Hase questioned whether the change would be effective immediately. Mayor Eskridge stated that it would be in place immediately.

Following much discussion, voting was unanimous in favor of the motion.

**H. BUDGET ORDINANCE: *Office Furniture City Attorney***

The City Manager recommended approval to transfer funds from the legislative to executive department to satisfy the needs for additional furniture for the addition of personnel in the Executive Department. With the hiring of the City Attorney and Legal Assistant they require additional furnishings for the office. Funding has been identified in the legislative budget for these needs without using contingency money.

The City Attorney thanked Public Works for preparing the office space so quickly.

Councilmember Weaver made a motion to approve the budget ordinance for office furniture for the City Attorney. Councilmember Trader seconded the motion. Voting was unanimous in favor of the motion.

**I. ORDINANCE AMENDMENT: *First Annual Meeting***

The City Manager recommended approval of an amendment to the Administration ordinance. On February 14, 2005, the City Charter was amended to change the annual organizational meeting. Consequently, the Administration chapter was not changed to reflect the charter amendment.

Councilmember Weaver made a motion to approve the ordinance amendment on the first annual meeting. Councilmember Trader seconded the motion. Councilmember Trader questioned what would happen in the time before the first meeting and December 31 is an emergency would come up. The City Clerk responded that a Special City Council Meeting would be called to swear in the new officials. Voting was unanimous in favor of the motion.

**J. BOARDS AND AUTHORITY COUNCIL APPOINTMENTS: *Discussion***

Councilmember's discussed how appointments were made to boards, researching ways to lengthen the short term appointments and loss of training and momentum on the yearly appointments. The City Attorney has recommended Council approving procedures for appointments with the exception of those with specific requirements. The City Attorney stated that a Standard Operating Procedure (SOP) protocol on how make appoints under the City's Code and for Council to approve a procedure.

Mayor Eskridge stated that the City Attorney would need to identify the authorities that were formed through charters by the state legislature and how the remaining authorities are appointed.

**K. BUDGET ORDINANCE AMENDMENT: *City Attorney Expenses***

The City Manager recommends the transfer of \$9,900 from contingency funds into the executive department's budget required to cover the operational costs of the City Attorney. This year's budget was created and approved without a City Attorney staff position. Since passing the budget the executive department has increased by two personnel, the City Attorney and the Administrative Assistant to the City Attorney. Transferring these funds into the executive budget will fund both positions for the remainder of this fiscal year.

Councilmember DeLoughy made a motion to approve the budget ordinance amendment for City Attorney Expenses. Councilmember Weaver seconded the motion.

The Mayor Council City Manager and Assistant City Manager discussed how the figures were estimated for the telephone, the percentage of funds already spent, the number of staff in the Executive Department Staff, identifying individual expenses and financial statements accompanying budget ordinances before approval.

Following much discussion, Councilmember DeLoughy withdrew the motion and Councilmember Weaver withdrew the seconded to the motion. Councilmember Weaver made a motion to postpone this item until the next meeting. Councilmember DeLoughy seconded the motion. Voting was unanimous in favor of the motion.

**L. ORDINANCE AMENDMENT: *Towing* (REMOVED)**

**M. FUND ALLOCATION: *Police Department Vehicle***

The City Manager recommended approval of the request the allocation of funds and permission to move funds in order to purchase a new vehicle. This new vehicle will replace a damaged vehicle that was a total loss to the department due to a collision. The City's insurance company totaled out the vehicle and paid \$11,185.10 to the City's General Fund. Since the Police Department does not receive the funds, the request is to allocate these funds to the department and allow them to add \$3,459.90 from the equipment account in order to purchase another Ford Escape, to be assigned to a Detective. Total cost for the new vehicle is \$14,045.00, and an additional \$600.00 for the installation of a radio and the emergency lights and siren. Money was set aside in the amount of \$5,000 for the purchase of Stinger spike strips, used to deflate tires on vehicles that are trying to elude the police. The Police Department requests allocation of these funds to put towards the purchase of the new vehicle. Although we need the new spike strips, we have a greater need for the purchase of this vehicle. It is our intent to make an effort to purchase what spike strips we can with the remaining money, and then ask for more funds for spike strips in the coming budget.

Councilmember Weaver made a motion to approve the fund allocation for the Police Department vehicle. Councilmember DeLoughy seconded the motion. Voting was unanimous in favor of the motion.

**N. SURPLUS EQUIPMENT: *Police Department* (REMOVED)**

**O. SBR SELECTION FOR POINT PETER WWTP 4.0 DESIGN**

The City Manager recommended authorization to allow JJ&G to proceed with the design of the 4.0 MGD treatment plant design utilizing Siemens as the Sequential Batch Reactor (SBR) choice for the Point Peter WWTP. A bid specification was developed by JJ&G for the SBR portion of the 4.0 MGD design for the Point Peter WWTP. Competitive proposals were received by JJ&G and the results were as follows:

Siemens	\$820,000
ABJ/Sanitaire	\$1,057,150
Aqua Aerobics	\$1,398,500

Because of the large difference of the high bid, Aqua Aerobics was asked to check their bid for a mistake. Instead of providing evidence of a bid mistake, they submitted an alternate proposal of \$818,628 which differed from the original scope by lowering not only the cost but the quality of the material standards. Therefore, in accordance with state bid procedures, the Public Works Department recommends that we go with the lowest responsive, responsible bidder which would be Siemens.

Councilmember Trader made a motion to approve the SBR selection on the Point Peter Waste Water Treatment Plant 4.0 design. Councilmember DeLoughy seconded the motion. Councilmember Trader questioned whether there would be additional engineering costs. The Public Works Director responded that there were none. Councilmember Hase stated that she requested the total costs paid to JJ&G for a variety of projects in the last two years, and it amounted to \$3.1 million. Voting was unanimous in favor of the motion.

**P. AIRPORT ENGINEER SELECTION**

The City Manager requests authorization to negotiate a contract with Robert & Company to be the City's airport engineering firm. A Request for Qualifications was advertised seeking engineering firms to perform an Airport Layout Plan and Master Plan for the St. Marys Airport. Packages were received from the following engineering firms:

Croy Engineering  
Kimley-Horn and Associates  
Robert and Company  
Prime Engineering

Once the packages were received, a review committee was formed with City Staff and Chairman of the St. Marys Airport Authority. After reviewing the qualifications packages individually and rating the firms, a unanimous decision of the review panel was to select Robert and Company as the most qualified engineering firm. Due to the unanimous decision, second interviews were not conducted. The Airport Authority has the funds to pay for the plan estimated at \$83,990.83 based on individual work that is preformed and engineering paid through grant money. Anything outside of this cost the Authority would need to come before Council for approval. There is no guarantee that tax payer money will not be used in the future is a request is made for a big project.

Dick Russell, Chairman Airport Authority stated that

Councilmember Johnson made a motion to authorize the firm to go forward. Councilmember Bird seconded the motion. Councilmember Bird responded to Mr. McCoy's challenge that he has a hanger business by renting space at the airport. He requested the City Attorney to give a legal opinion whether it is a conflict of interest for him to second. The City Attorney stated that if there is any kind of question you err on the side of the best way to go, and since there is not any kind of financial entanglement or betterment where Mr. Bird would gain, it is alright for him to vote on this issue. Councilmember Weaver questioned why the City is hiring an engineer when the Airport Authority has that ability.

Dick Russell, Chairman Airport Authority stated that since 2004 the City owns the airport not the Authority. As far as the Federal Aviation Administration (FAA) is concerned, the City is the sponsor and designated the Airport Authority as the airport manager. The City answers to the FAA on all local funding. In the past, the engineer was hired by the City because you own the airport.

Mayor Eskridge stated that the Airport Authority is under a lease until 2009. Councilmember Hase questioned who paid the last engineer.

Mr. Russell responded that in 2003, the City hired RSH Engineers to study the relocation of the airport. At that time, it was understood that all funding was suspended and funds allocated for the current airport in the last five years were redirected towards the Airport Study. The Authority is using the same plans from five years ago because nothing has been done at the airport since then. Mr. Russell further stated the FAA requires application for any funding on the next fiscal year by the end of the calendar year. He urged Council to approve the engineering tonight because the FAA has granted a three week extension for the Grant application, which is due on January 22<sup>nd</sup>.

Councilmember Hase stated for the record that what she was hearing from this discussion was that the Airport Authority would help fund this engineer, because an engineer is needed to submit the list. In the past, the engineering firm was paid for with FAA and Department of Transportation Aviation money, not City funds.

Mr. Russell responded yes, the present engineer would be paid for the same way. The engineer will prepare a project proposal, which will be sent to FAA and GDOT. If that project is approved then the Authority will get the funding with FAA paying 90% of the engineering costs, the Authority 5% and the state 5%.

Councilmember Hase reiterated that what she is hearing is that the City is not committed to any local tax payer's money at this point for this engineer.

Mr. Russell's response was no.

Councilmember Trader pointed out that the project resolution stated that the City Manager is authorized to execute the contract with the selected firm. Only the contract needs to be identified as the Airport's engineering firm not the contract for any expenditure.

Following much discussion, voting was unanimous in favor of the motion.

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

### **A. PLANNING DIRECTOR'S REPORT**

#### **1. Schedule Property/Planning Committee Meeting to discuss the following items:**

- 1. St. Marys Rail Road Building Traffic Circle on Osborne**
- 2. Veterans Memorial Park Concept**

3. Disposition of City Smitty Drive as related to the proposed renovation plans for Kings Bay Shopping Center
4. Naming of live oak trees located on City property
5. Proposed sketch of parking area at rear of existing City Building
6. Fifty acres from Submarine Base

Council scheduled a Planning/Property Committee meeting on Thursday, January 31, 2008 at 5:00 p.m. at City Hall in the Council Chamber.

2. **Pt. Peter, LLC** requests preliminary final plat approval for a 14 lot/3 tract subdivision known as Cumberland Harbor Phase Thirteen Tax Map 160C. The property is zoned PD, R-1. The Planning Director stated that this is the final phase of the project, which contains the marina. The Planning Commission recommended approval.

Councilmember Johnson made a motion to approve Pt. Peter LLC's request contingent upon payment of construction fees. Councilmember Weaver seconded the motion. Councilmember Trader questioned whether the construction fees would apply. The City Attorney responded that when it is voted on by Council it is immediately in effect. Voting was unanimous in favor of the motion.

- B. ST. MARYS CONVENTION AND VISITORS BUREAU AUTHORITY: Appointments**  
Mayor Eskridge read the names of the candidates that were interested in an appointment.

At-Large – Lee Bernasek  
At-Large – LJ Williams  
At-Large – James Stacey  
At-Large – Doug Vaught  
At-Large – Waldene Lassister  
At-Large or B&B Angie Mock  
At-Large Matt Fulford  
Hotel/Motel Dave Phillips  
Hotel/Motel Julie Riffe  
Bed & Breakfast – Mary Neff  
Bed & Breakfast – Marja Gray

Councilmember Johnson requested clarification for Angie Mock. Mayor Eskridge stated that Ms. Mock could be appointed for either At-Large or B&B. Councilmember Weaver stated that Ms. Mock did not go with B&B because she is in the process of selling. Councilmember DeLoughy stated that Council should hear from the person. Councilmember Hase stated that Ms. Mock told her today that she could go either way because of equal ownership of Market on the Square and the B&B. Councilmember DeLoughy would like to know one way or the other. Councilmember Johnson requested a legal opinion from the City Attorney. The City Attorney stated that a review of the by-laws would be needed for an opinion. Council had a show of hands that Angie Mock would be a B&B candidate. Voting was recorded as follows:

At-Large

Councilmember DeLoughy  
Councilmember Weaver

B&B

Councilmember Bird  
Councilmember Hase  
Councilmember Johnson  
Councilmember Trader

Mayor Eskridge stated that the only fair way to make the appointments tonight is to draw names as to who is first to put someone in a position. The Mayor further stated that the names are in a little bowl, folded three times and he cannot see whose name is on the little pieces of paper. As the names are pulled that individual makes a choice.

Councilmember Weaver – Waldene Lassiter (At-Large)  
Councilmember Trader – Mary Neff (B&B)  
Councilmember Hase – Matt Fulford (At-Large)  
Councilmember DeLoughy – Marja Gray (B&B)  
Councilmember Johnson – Julie Riffe  
Councilmember Bird – Dave Phillips  
Mayor Eskridge – Councilmember Weaver

Councilmember Bird made a motion to approve the Mayor's nomination to appointment Councilmember Weaver to the SMCVB. Councilmember DeLoughy seconded the motion. Voting was unanimous in favor of the motion.

**REPORT OF MAYOR:**

Mayor Eskridge stated that he enjoyed last year as Mayor. The Council accomplished a great deal, there were hard decisions to make, those decisions were corrected in the actions that were taken and if they were wrong they were corrected. The Mayor further stated that he appreciates the employees and City Council for working with him and getting through the year without any major disaster. This year will be a good year but there are still hard decisions to make and major undertakings. Hopefully, all of us can come to a meeting of the minds and do what is right for the City. We do not want to go out on a ledge and with the water and sewer system there was no other choice because of the years of neglect has cause it to get in such a state that it will take a major move to get it straighten out. The City was able to get funding through the help of the Public Service Authority (PSA) for a bond and everything in working fine. Mr. Shanahan and Mr. Tinsley were instrumental in getting all the paperwork completed and he appreciates all their hard work along with the Council and PSA. It is a major accomplishment that the cities and county officials are combining efforts to work together and to do what is good for the people in the cities and the county. Other cities will be going before the PSA for their bonds because of their sewer problems.

January 8, 2008 – Met with a new council person

January 9, 2008 – Discussion with an individual for an idea for community garden and a meeting with a resident on drug and alcohol problems

January 10, 2008 – PSA meeting

### **REPORT OF CITY MANAGER:**

The City Manager stated that the year has ended and reflect on past accomplishments for instance master plans, St. Marys 101, comprehensive plans and regional comprehensive plans, which makes for a long year. Mr. Shanahan thanked Council for their support because he could not accomplish these things without it. The City follows the mandates of the citizens through Council to staff. As Manager, he is a facilitator who does not carry-out the day to day tasks. He credits the department heads for being able to do his job. In all his experience, he has never seen any group work harder. St. Marys has the hardest working employees he has every seen and the City is Blessed to have them because it is their home and they want nothing but the best. Council has looked out the employees in the last couple years and it is appreciated.

Councilmember DeLoughy requested a status report on the traffic signal at the hospital. The City Manager stated that the traffic signal assemblies are scheduled to be delivered in mid-January. Handicap ramps, crosswalks and stop bars are all in progress with the project to be completed by January 31, 2008.

The City Clerk questioned whether the Water/Sewer Committee would continue to meet on the last Council meeting monthly.

Mayor Eskridge suggested that the Committee meet and decide on an agenda or report. A Water/Sewer Committee meeting was scheduled for Monday, February 11, 2008 at 4:00 p.m. at City Hall in the Council Chamber.

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

**Cookie Johnson**, resident addressed the statements made by the citizen earlier in the Town meeting regarding council members and conflicts of interest. Mrs. Johnson stated that anyone could discuss any topic issue and should abstain from voting if it is a conflict of interest.

**Tom Cyphers**, resident addressed the conflict of interest issue by stating that it could be either actual or perceived and that the State of Georgia has specific guidelines. Mr. Cyphers also addressed the construction fee issue regarding long term build outs.

**Doug Vaught**, resident stated that St. Marys has been very fortunate there were a lot of people who wanted to serve on boards and applauded those who were not reappointed for all they have accomplished.

### **EXECUTIVE SESSION: Personnel**

Councilmember DeLoughy made a motion to adjourn to executive session to discuss personnel. Councilmember Bird seconded the motion. Voting was unanimous in favor of the motion.

The Mayor and Council adjourned to executive session at 8:09 p.m., returning at 8:30 p.m. with Mayor Eskridge calling the Council meeting back to order.

### **PERSONNEL**

No official action was taken at this time.

**ADJOURNMENT:**

Councilmember DeLoughy made a motion for adjournment. Councilmember Weaver seconded the motion. Mayor Eskridge declared the meeting adjourned at 8:30 p.m.

Respectfully submitted,

---

Darlene M. Roellig, City Clerk