

**City of Locust Grove  
 Council Workshop Meeting Minutes  
 Public Safety Building – 3640 Highway 42 S.  
 Locust Grove, GA 30248  
 Monday, October 18, 2021  
 6:00 PM**

<b>Members Present:</b>	<b>Staff Present:</b>
Robert Price – Mayor	Tim Young – City Manager
Willie Taylor – Councilman	Bert Foster – Assistant City Manager
Keith Boone – Councilman	Misty Spurling – City Clerk
Rod Shearouse – Councilman	Jennifer Adkins – Assistant City Clerk
Rudy Breedlove - Councilman	Daunte’ Gibbs – Community Development Director
Vincent Williams - Councilman	Jack Rose – Public Works Director
Carlos Greer – Councilman	Derrick Austin – Police Chief
	Andy Welch - Attorney

Mayor Price called the meeting to order at 6:00 PM.

Invocation given by Chief Derrick Austin.

Councilman Boone led the Pledge of Allegiance.

**APPROVAL OF AGENDA –**

Mayor Price asked for a motion to amend the agenda. Councilman Boone made the motion to amend and add item number one (License Agreement with Norfolk Southern).

RESULT	APPROVED ADD ITEM ONE
MADE MOTION	COUNCILMAN BOONE
2 <sup>ND</sup> MOTION	COUNCILMAN WILLIAMS
VOTE	MOTION CARRIED - ALL IN FAVOR

Mayor Price asked for a motion. Councilman Greer made the motion to approve the October 18, 2021, meeting agenda as amended.

RESULT	APPROVED AS AMENDED
MADE MOTION	COUNCILMAN GREER
2 <sup>ND</sup> MOTION	COUNCILMAN BREEDLOVE
VOTE	MOTION CARRIED - ALL IN FAVOR

**PUBLIC COMMENTS –**

- **Proclamation – Retired Educator’s Day, November 7, 2021**

Mayor Price read the proclamation aloud and no one present to accept. Nothing further.

- **FY 2020 Financial Audit presentation – Rushton and Associates**

City Manager Tim Young introduced Mr. Chris Hollifield; auditor and managing partner with Rushton and Associates. Mr. Young said we are happy to have Chris present the findings and we are thrilled with the results.

Mr. Hollifield stepped forward to review the financial audit statement for FY 2020. Mr. Hollifield thanked Mayor and Council for allowing Rushton and Associates to complete the city's audit this year. Mr. Hollifield made a comment the initial audit is always very thorough anytime there is a change in auditors, and Tim and Misty have been a big help in this transition.

Mr. Hollifield said the financial statements are the responsibility of the city and the auditor's responsibility is to express opinions on the fair presentation of the financial statements. Mr. Hollifield reviewed slides on the overhead screen including a review of the statement of net position, general fund [expenditures, revenues, and unrestricted fund balance], and statement of net activities. Mr. Hollifield said the city has a very healthy fund balance and said in their opinion, the financial statements present fairly. Discussion took place.

Councilman Boone asked Mr. Hollifield if he is reviewing the same documents that were provided to Council? Mr. Hollifield said he is referring to 2020 versus 2019 comparison.

Further, Mr. Hollifield said the second letter is required to look at compliance laws and regulations and internal controls. In 2022, GASB will issue how state and local governments should perform [mainly on the process of reporting leases] and discussion took place.

Mr. Hollifield said adjustments and changes were made as they were working through the audit and asked if anyone had questions or comments.

Councilman Greer made a comment Mr. Hollifield said there were three findings and asked if that is the life expectancy of the capital assets allowance for uncollectible services accounts receivable? Mr. Hollifield replied that letter is required communication to be given to Mayor and Council but that is not where the comments are. Mr. Hollifield referenced the blue book which is the detailed version (on page 92 of the Financial Statement). Councilman Greer asked for clarity on the documents he has. Mr. Hollifield replied that is the significant estimate letter issued that lets you know there were no material findings or deficiencies but gives you any specific estimates that might be in the financial statement. Mr. Hollifield gave example the Public Safety Building is an asset; however, only an estimate can be made as to how long the building will last and how long it will depreciate the cost of it and discussion took place. Nothing further.

## **PUBLIC HEARING ITEMS – NONE**

### **ADD ITEM –**

- 1. Resolution to accept the License Agreement with Norfolk Southern for installation of underground fiber optic cable and traffic light pole at the intersection of Highway 42 and Market Place Boulevard -**

Mr. Young led discussion we have been trying to get this approved for a while. We had to get the easement and approval and finally received the last profile this afternoon. Mr. Young reviewed the plan (traffic signal location) on the overhead screen and discussion took place.

Mayor Price asked for a motion. Councilman Breedlove made the motion to approve the request by approving resolution #21-10-071.

RESULT	APPROVED RESOLUTION #21-10-071
MADE MOTION	COUNCILMAN BREEDLOVE
2 <sup>ND</sup> MOTION	COUNCILMAN BOONE
VOTE	MOTION CARRIED – ALL IN FAVOR

**NEW BUSINESS/ACTION ITEMS – NONE**

**CITY OPERATION REPORTS / WORKSHOP DISCUSSION ITEMS -**

**MAIN STREET OPERATIONS – N/A**

**PUBLIC SAFETY OPERATIONS – CHIEF AUSTIN**

Chief Austin reviewed the monthly report and gave an update total collected in September 2021 was \$64,374.00. The department completed 42 training hours in September and nothing further.

- **Amendment to Police SOP Section A-086 – Body Worn Camera –**

Chief Austin reviewed the changes highlighted in (Section F) Supervisory Responsibilities. This will allow supervisors to randomly view (3) three BWC recordings of those officers under their direct supervision for quality control purposes.

Councilman Boone asked if an approval sheet will be signed when reviewed? Chief Austin replied no, this process is completed through [Axon – camera software vendor] which is time stamped once the supervisor reviews the video. Nothing further.

- **Amendment to Police SOP Section A-110 – Uniform Regulations –**

Chief Austin reviewed the highlighted changes of the policy that clarifies the proper attire [provided by the City of Locust Grove] to be worn when representing the Locust Grove Police Department.

Councilman Greer referenced Section VI (D)(4) – Expandable batons language says “the approved items (may) be carried”; however, Councilman Greer asked if the equipment is assigned as part of the uniform, shouldn’t it be “required” to carry? Chief Austin said for officers who are certified and authorized to carry have the option to carry or not carry; however, we can review for change in the future. Councilman Greer asked if they have the option to carry or not carry pepper spray, and Chief Austin replied yes. Councilman Greer said he thinks we need to discuss these options further at some point.

Councilman Greer asked for clarity on the changes regarding tattoos. Chief Austin said the language was added for clarity on what is tolerable. Councilman Greer asked if it would be immediate disqualification and/or termination if a tattoo is on the hands from a sleeve tattoo? Chief Austin said the way it is written would not suffice [if a current employee]; therefore, Chief Austin said he would revise the language because he does not want to risk losing a good officer because of a tattoo. Nothing further.

- **Amendment to Police SOP Section P-025 – OC/Intermediate Weapons –**

Chief Austin said this is technicality changes because of the change in brand [Expandable Baton].

Councilman Greer said as often as de-escalation is discussed, it seems the O.C./ Expandable Baton would be a requirement for our officers to carry. Discussion took place and Chief Austin said he is wanting to transition to his preference use of less-lethal bean bag rounds in the future.

- **Amendment to Police SOP Section P-056 – Holding Cell Security –**

Chief Austin said the language was added to keep the prisoner under direct supervision and control. Nothing further.

- **Request to declare city vehicles as Surplus property –**

Chief Austin said this is a request to declare city owned vehicles as surplus property. This process will be through GovDeals, and the revenue will go towards the General Fund. The following vehicles to be deemed surplus property are: (3) *2010 Ford Crown Victorians*, *2011 Ford Crown Victorian*, *2010 Ford F-150*, *2001 Cushman Haulster Side by Side*, *2014 Polaris/Bobcat Side by Side*.

Councilman Greer asked if the police department has the extra vehicles already to replace those being sold. Chief Austin replied yes that a Crown Vic is in reserve status. Councilman Breedlove asked if there is more damage than just flat tires and Chief Austin said yes lots of damage not worth repairing. Nothing further.

## **PUBLIC WORKS – JACK ROSE**

Public Works Director Jack Rose gave an update plant operation are good, continuing with general maintenance and repairs.

Councilman Boone asked if there is a water disconnect report. City Clerk Misty Spurling replied cutoffs are not scheduled until the 20<sup>th</sup> of each month; therefore, a report could not be generated yet. Nothing further.

## **ADMINISTRATION – BERT FOSTER**

Mr. Foster gave an update the Peeksville Road extension (joining Highway 42 at Peeksville and Cleveland Street) is still under review and will be bringing some points up to Council soon. Chase Maddox Park had some flooding issues on the walking track and the manufacturer approved to replace the water damaged portion with a rubber base but will have to wait for warmer temperatures to allow the adhesive to adhere properly. The other portion will be replaced with concrete. We are meeting with GDOT tomorrow about the extra lane on Highway 42 in hopes to push this project to 2022. The state website has links for updates related to the MMIP including timeline of completion. We are waiting on the engineer plans from the consultant for the Scatter Garden/Veteran's Memorial. The developer is awaiting approval from NS for construction to begin the railroad crossing project. A detour is in place once construction begins and will take 14 days for completion. Speed tables will be installed on Davis Lake after the detour is started. Nothing further.

## **COMMUNITY DEVELOPMENT OPERATIONS – DAUNTÉ GIBBS**

Mr. Gibbs gave an update his department has issued a total of 2,334 permits including 381 new house permits for 2021. We have issued 358 COs [252 residential and 106 commercial permits] with 437 business

licenses issued for 2021. Mr. Gibbs said there are several ongoing active developments, and Chick-Fil-A will begin moving dirt soon. Nothing further.

## **ARCHITECTURAL REVIEW BOARD (ARB) – NONE**

### **CITY MANAGER’S COMMENTS –**

- **FY 2021 – 3<sup>rd</sup> Quarter Budget Ordinance amendment draft –**

City Manager Tim Young led discussion this is the draft where items become more “trued up” as project timelines may shift partially into another year and for other reasons such as staffing vacancies. Mr. Young reviewed revenues and said the funds from ARPA were incorporated but have not included the Public Safety Grant because we are waiting to receive the terms and conditions to come through for signing. Expenditures increased slightly with the bulk from Public Safety and discussion took place. Nothing further.

- **FY 2022 Budget presentation and hearing calendar –**

Mr. Young said this is the more detailed version of the proposed FY 2022 budget. Total revenue is \$8.9 million dollars which is almost the same as last year. T-SPLOST will be incorporated in the event it is approved by voters. Most of the funds are from LOST sales tax, TAVT and anticipating increases in fees with development. Mr. Young reviewed funds by department and discussion took place.

Councilman Greer asked if the \$1 million dollars for the Bethlehem Road project is included and Mr. Young replied that was already paid from the General Fund but was a part of the 2021 budget year not 2022; therefore, not included.

Mr. Young said we have seen increased costs related to water and sewer with most from sewer (removal of grease from water lines) and proposing rate increases in sewer; therefore, the sewer rate will likely exceed the water rate. Utilities are the largest Enterprise Fund at \$5 million dollars, but the increase is related to more people being at home from (COVID).

This is the initial introduction to Council and the public and is also available to access on the website. This will be followed up with two public hearings and then for action in December. Nothing further.

- **2022 Calendar Year meeting schedule –**

Mr. Young said this is a tentative schedule for review and adoption later. Please call or email with any questions

Further, Mr. Young said Lieutenant Dan Ricks resigned today as well as Savannah Black who will be furthering her career with the County.

We have seen a tremendous dilemma with staffing and hopefully will see some qualified applications for review. The staffing issues are affecting all businesses and is a very tough market for hiring.

Mr. Young said he, Mayor Price, and Bert toured the Radial Fulfillment facility which is looking to hire 4,000 people now with up to 1,200 permanent employees. It is a huge facility at 800,000 sq. ft.

We have been working hard to get the Market Place item moving forward and sending out RFQ's for engineer services (on-call and for a temporary light at Highway 42 and Bethlehem Road).

Councilman Greer asked if we anticipate traffic jams from the temporary light at Bethlehem Road and Highway 42? Mr. Young said we are making sure that everything will work together as a unit (properly spaced and timed out). Councilman Greer asked if the County is responsible for any portion and Mr. Young replied no, this is all the city responsibility. Councilman Greer asked Attorney Andy Welch if he would come forward.

Attorney Andy Welch stepped forward and Councilman Greer discussed (off record) his concern with Mr. Welch.

Attorney Andy Welch stepped to the podium to clarify the question in discussion and said Councilman Greer is remembering the county road map shows Bethlehem Road being a county road even though it is in Locust Grove. Until the map is updated it will remain a county road with the intersection of State Highway. Attorney Andy Welch confirmed the city is not necessarily responsible for any portion. Mr. Young said he would review and get into contact with GDOT and the County for this project. Nothing further.

**MAYOR'S COMMENTS –**

Councilman Shearouse commented to Tim and staff he is pleased with the audit review and results. Mr. Young responded that we have some items to clean up but a tremendous job in the middle of a pandemic.

**EXECUTIVE SESSION – NONE**

**ADJOURNMENT-**

Mayor Price asked for a motion to adjourn. Councilman Greer made the motion to adjourn.

RESULT	ADOPTED
MADE MOTION	COUNCILMAN GREER
2 <sup>ND</sup> MOTION	COUNCILMAN BOONE
VOTE	MOTION CARRIED - ALL IN-FAVOR MEETING ADJOURNED @ 7:20 PM.

Notes taken by:

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Misty Spurling, City Clerk