

**MINUTES**  
**WAYCROSS CITY COMMISSION MEETING**  
**TUESDAY, JANUARY 7, 2014**  
**7:00 P.M.**

The Commission of the City of Waycross met in Regular Session in the Commission Chambers of City Hall on Tuesday, January 7, 2014. The meeting was called to order by Mayor Clarence E. Billups at 7:00 p.m. Those in attendance were Commissioners Diane Hopkins, Alvin Nelson, Marian Solomon-Gaines, Norman Davis and Commissioner-elect Larry Ethridge.

Commissioner Norman Davis introduced Seminarian Reggie Green, a student at Emmanuel's Bible College who offered the opening invocation. The invocation was followed by the Pledge of Allegiance which was led by Master Jermell Terry, a 4 year old student at Daffodil.

The first order of business under Executive Duties was to adopt a Resolution Declaring the 2013 Municipal Election Results.

**RESOLUTION 14-01**

**A RESOLUTION TO DECLARE THE RESULT OF THE ELECTION  
AND TO DECLARE THOSE ELECTED TO COMMISSION POSTS FOR THE  
COMMISSION OF THE CITY OF WAYCROSS, GEORGIA –  
DISTRICT 1, DISTRICT 2, AND DISTRICT 3; AND FOR OTHER PURPOSES**

**WHEREAS**, an election was held in the City of Waycross on Tuesday, November 5, 2013 under and by virtue of the authority and provisions of the Charter of the City of Waycross and the Georgia Municipal Election Code for election to the position of the following Commission posts for the Commission of the City of Waycross, Georgia – District 1, District 2, and District 3; and

**WHEREAS**, by certified return of the Municipal Superintendent of said election it appears that the following were the results of said election:

Contested Election District 2 Commission – City of Waycross

Larry Ethridge	78
John A. Threat	77

No write-in votes – no prequalified write-in candidates.

Uncontested Election District 1 Commission – City of Waycross

Norman E. Davis, Sr.	1
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Uncontested Election District 3 Commission – City of Waycross

Marian C. Solomon-Gaines 1

**WHEREAS**, it is the duty of the Commission of the City of Waycross to declare the results of the elections: and

**WHEREAS**, it appears that the following were elected to their respective offices:

Office of Commission – District 1	Norman E. Davis, Sr.
Office of Commission – District 2	Larry Ethridge
Office of Commission – District 3	Marian C. Solomon-Gaines

**WHEREAS**, said matter being considered.

**NOW THEREFORE, BE IT RESOLVED** by the Commission of the City of Waycross, Georgia that the following persons are hereby declared duly and legally elected for the offices set opposite their names and shall hold office for a term of four years, beginning January 1, 2014 and ending December 31, 2017 and until their successors are duly elected and qualified:

Office of Commission – District 1	Norman E. Davis, Sr.
Office of Commission – District 2	Larry Ethridge
Office of Commission – District 3	Marian C. Solomon-Gaines

**SO RESOLVED** this 7<sup>th</sup> day of January, 2014, *Nunc Pro Tunc* November 5, 2013.

**CITY OF WAYCROSS, GEORGIA**

**BY: CLARENCE E. BILLUPS, Mayor**

**ATTEST:**  
**JULIE C. DINKINS, City Clerk**

Commissioner Norman Davis made the motion to adopt the motion as presented. The motion was seconded by Commissioner Diane Hopkins; all Commissioners voted yes and the motion passed with a 4-0 vote.

Two incumbent Commissioners and one newly elected Commissioner were sworn in by City Attorney Huey Spearman. Incumbent Commissioners for Post 1, Norman Davis and Post 3 Marian Solomon-Gaines took their oaths along with the new Commissioner for Post 2, Larry Ethridge. Each Commissioner will serve a four year term ending December 31, 2017.

Mayor Clarence Billups asked for nominations for Mayor Pro Tem. Commissioner Alvin Nelson nominated Commissioner Diane Hopkins to serve as Mayor Pro Tem for the 2014 year. Commissioner Marian Solomon-Gaines seconded the motion; all voted in favor and the motion carried.

The appointments for 2014, presented by Mayor Clarence E. Billups and confirmed by the Commission, were read by the City Clerk.

1. Pronouncement of City Officers (Presented by Mayor and Confirmed by Commission):

**City Attorney**  
**Assistant City Attorney**

Huey Spearman  
Shawn F. Wildes

**Ex-Officio City Marshal:**

Roger Collins, Ware County Tax  
Commissioner

**Official Organ:**

Waycross Journal-Herald

**City Depository:**

SunTrust Bank

**City Physician:**

Satilla Convenient Care

**City Auditor:**

Henderson & Godbee

**Municipal Court Judge**

Judge Doug Gibson

**Municipal Court Judge Pro-  
Tempore'**

Ken Taft

**Insurance Agents:**

J Smith Lanier, Insurance Broker  
Midlands Management Corporation, Public  
Risk Underwriter  
Corvel, Workers' Comp  
Lincoln Financial, Group Life  
Selective Insurance Group, Liability  
Mayo Clinic Health Solutions, TPA, Health

**City Election Superintendent:**

Ware County Board of Elections and  
Registration

2. Appointment to Executive Positions (One-Year Appointments) Recommended by Mayor and Confirmed by Commission:

**Downtown Waycross Development Authority:**

*2014/Mayor Clarence E. Billups*

**Law Enforcement Training Center Advisory  
Committee:**

*2014/Commissioner Marian Solomon-Gaines*

**Library Board:**

*2014/Commissioner Alvin Nelson*

**Southern Georgia Regional Commission:**

*2014/Mayor Clarence E. Billups*

**Tourism Committee:**

*2014/Commissioner Diane Hopkins*

**Transportation Planning Coordinating Committee:**

*2014/Mayor Clarence E. Billups*

**Ware County Health Board:**

*2014/Mayor Clarence E. Billups*

**Waycross-Ware Co Development Authority:**

*2014/Mayor Clarence E. Billups*

**Waycross-Ware Co Chamber of Commerce:**

*2014/Mayor Clarence E. Billups*

(\*Mayor and/or City Manager are Automatic Appointees to the Southern Georgia Regional Commission, Waycross-Ware Development Authority, Transportation Planning Coordinating Committee and Chamber of Commerce.)

**Waycross Main Street:**

*2014/Commissioner Marian Solomon-Gaines*

3. ***Pension Committee for Retirement Fund\**** (Recommended by Mayor and Confirmed by City Commission)(Mayor, City Manager, City Attorney, and Personnel Analyst & Risk Management Employee are Automatic Appointees):
  - a. Clarence E. Billups, Mayor
  - b. Deron W. King, City Manager
  - c. Huey Spearman, City Attorney
  - d. Allison Herrin, Personnel Analyst & Risk Management
  - e. 2014/ Danny Lamonte, Finance Director
  - f. 2014/Diane L. Hopkins, Commissioner

- g. 2014/Wilton Deloach, Public Works Director
  - h. 2014/Raphel Maddox, Human Resources Director
4. **Zoning Board of Appeals (Two Three-Year Terms/January 1, 2014-December 31, 2016; and One-Year Planning Commission Appointee)**
- a. Planning Commission Appointee (one-year term) named by the Planning Commission and affirmed by the Mayor. Joe Hart
5. **Southern Georgia Regional Commission: No appointment at this time.** *(A private sector appointee and term during 2014 is at the Discretion of the Ware County Chairman. The appointment is made nearer to July 1 which is the fiscal year of regional commission. The Mayor of Waycross confirms the appointment.)*
7. **Ware County Library Board of the Okefenokee Regional Library System Board of Trustees** *(No city appointments are required at this time.)*
8. **Waycross-Ware County Planning Commission** *(One appointment (Post 4) is required in June, 2014.)*
9. **Housing Authority of the City of Waycross** *(Appointments are made in March, 2014. Two five-year appointments and one one-year residential appointment are needed.)*
10. **Ware County Board of Health** *(Appointments are not required at this time.)*
11. **Historic Preservation Commission** *(Appointments are not required at this time.)*

Mayor Clarence E. Billups announced that the Waycross City Commission Planning and Information Session will be changed from Monday, January 20, 2014 to Tuesday, January 21, 2014 at 4:30 p.m. due to the holiday.

Ms. Allison Herrin, Personnel Analyst and Risk Management, Human Resource Department, introduced Sergeant Terrell Murphy as the City of Waycross Employee of the Month for January, 2014.

Ms. Allison Herrin, Personnel Analyst and Risk Management, Human Resource Department, introduced Lieutenant Dee Meadows of the Waycross Fire Department who presented the background on the late Lieutenant David Jeffrey Little, the 2014 Employee of the

Year for the City of Waycross. The plaque was presented to Mrs. Diane Little, Lieutenant Little's widow.

During the City Manager's Report, Mr. King expressed the City's condolences to Jeff Little's family, congratulated Sergeant Terrell Murphy and welcomed Mr. Larry Ethridge as Commissioner for District Two.

In the Mayor's Report, Mayor Clarence Billups wished everyone a Happy New Year. Mayor Billups thanked the community, staff, Fire Department and citizens of the City of Waycross for the support for the Jeff Little family during their time of bereavement and asked citizens to keep the Little family and the Fire Department in their prayers.

There were no public remarks on official action.

Mayor Billups presented the Consent Calendar as read by City Clerk, Julie Dinkins for consideration of official action as follows:

Approval of Minutes: Waycross City Commission Planning & Information Session and Executive Session, Monday, December 16, 2013 and Waycross City Commission Zoning Public Meeting and Commission Meeting, Tuesday, December 17, 2013.

The following Ordinance was presented for a second reading:

**ORDINANCE NO. 14-01**

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF WAYCROSS, GEORGIA; TO AMEND CHAPTER 18, ARTICLE I, PERTAINING TO LICENSES AND BUSINESS REGULATIONS; TO ADD A NEW SECTION 18-12.1 PERTAINING TO ALLOCATION OF GROSS RECEIPTS OF BUSINESS WITH SEPARATE CORPORATE HEADQUARTERS; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN EFFECTIVE DATE; TO PROVIDE FOR RENUMBERING OR RELETTERING; AND FOR OTHER PURPOSES.**

There were no Consent Resolutions or Privilege License Renewals.

Commissioner Marian Solomon-Gaines made the motion to approve the Consent Calendar as presented. Commissioner Alvin Nelson seconded the motion; all Commissioners voted favorably and the motion carried with a 5-0 vote.

Purchasing Director, Ms. Linda Jones, presented FY14-17 for the HD Projector and Screen for the City Auditorium with designated SPLOST funds being utilized for this project. Purchasing received two bids on this project. After review, the staff recommended the bid be awarded to Southern Audio Design of Waycross, GA for \$23,945.00. This is the lowest and best

bid meeting all specifications. This price includes complete installation of items. City Engineer, Jessica Deal, stated that this is a thirty day project and should be complete by the first week of February, 2014. Commissioner Diane Hopkins made the motion to approve the purchase of the HD Projector and Screen for the City Auditorium in the amount of \$23,945.00. Commissioner Marian Solomon-Gaines seconded the motion; all voted yes and the motion carried with a 5-0 vote.

A Resolution To Award the Bid to Southern Audio Design of Waycross, Georgia for Purchase and Installation of HD Projector and Screen for the City Auditorium was presented:

**RESOLUTION NO. 14-04**

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA  
TO AWARD BID TO SOUTHERN AUDIO DESIGN OF WAYCROSS, GEORGIA FOR  
PURCHASE AND INSTALLATION OF HD PROJECTOR AND SCREEN FOR  
THE CITY AUDITORIUM; AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Waycross Purchasing Department solicited bids for purchase and installation of HD Projector and Screen for the City Auditorium; and

**WHEREAS**, the City of Waycross Purchasing Department offered the project through competitive bidding and received and opened bids tendered for the project; and

**WHEREAS**, Southern Audio Design of Waycross, Georgia, submitted the lowest and best bid for the project at a cost of \$23,945.00; and

**WHEREAS**, said matter having been considered.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of the City of Waycross that a contract be awarded to Southern Audio Design of Waycross, Georgia for the purchase and installation of HD Projector and Screen for the City Auditorium, to be paid for from SPLOST funds.

**BE IT FURTHER RESOLVED** that the Mayor and City Clerk be authorized and directed to execute the Contract on behalf of the City of Waycross, and to do all the acts and things necessary in order to carry out the purposes and intent of this Resolution.

**SO RESOLVED**, this 7<sup>th</sup> day of January, 2014.

**CITY OF WAYCROSS**

**BY; CLARENCE E. BILLUPS, Mayor**

**ATTEST:**

**JULIE DINKINS, City Clerk**

A Motion to approve the Resolution To Award the Bid to Southern Audio Design of Waycross, Georgia for Purchase and Installation of HD Projector and Screen for the City Auditorium was made by Commissioner Diane Hopkins. Commissioner Marian Solomon-Gaines seconded the motion; the motion carried with a 5-0 vote.

A Resolution Approving the Memorandum of Understanding with the Georgia DCA Regarding the Georgia Classic Main Street Program was presented.

**RESOLUTION NO. 14-02**

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA  
TO APPROVE MEMORANDUM OF UNDERSTANDING WITH THE GEORGIA  
DEPARTMENT OF COMMUNITY AFFAIRS REGARDING THE GEORGIA CLASSIC MAIN  
STREET PROGRAM; AND FOR OTHER PURPOSES.**

**WHEREAS**, the Commission of the City of Waycross has been presented with a Memorandum of Understanding from the Georgia Department of Community Affairs ("DCA") regarding the Georgia Classic Main Street Program; and

**WHEREAS**, said Memorandum of Understanding outlines the necessary requirements set forth by DCA for the Community's participation in the Georgia Classic Main Street Program for 2014, including constituting a Board of Directors, setting boundaries for the target area, employing a downtown manager, providing for Main Street Program solvency and providing monthly reports to DCA; and

**WHEREAS**, said matter having been considered.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of the City of Waycross that the Commission hereby approves the Memorandum of Understanding with the Georgia Department of Community Affairs in the form of the document attached hereto.

**BE IT FURTHER RESOLVED** that the Mayor and City Clerk are hereby authorized and directed to execute the Memorandum of Understanding on behalf of the City of Waycross, hereby ratifying and confirming all the acts and things done by said City Officials, in order to give effect to the purposes and intent of this Resolution.

**SO RESOLVED**, this 7<sup>th</sup> day of January, 2014.

**CITY OF WAYCROSS, GEORGIA**

**BY: CLARENCE E. BILLUPS, Mayor**

**ATTEST:**  
**JULIE DINKINS, City Clerk**

The motion for approval of the Resolution Approving the Memorandum of Understanding with the Georgia DCA Regarding the Georgia Classic Main Street Program was made by Commissioner Marian Solomon-Gaines. Commissioner Diane Hopkins seconded the motion. All Commissioners voted yes and the motion was approved with a 5-0 vote.

A Resolution Approving the Removal of Newly Retired Employees from the City's Health Insurance Plan Effective July 1, 2014 was presented for review:

**RESOLUTION NO. 14-03**

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA  
TO APPROVE REMOVAL OF NEWLY RETIRED EMPLOYEES FROM THE CITY'S  
HEALTH INSURANCE PLAN EFFECTIVE JULY 1, 2014,  
AND FOR OTHER PURPOSES.**

**WHEREAS**, the Human Resources Department is requesting that newly retired employees be removed from the City's Health Insurance Plan coverage effective July 1, 2014; and

**WHEREAS**, in the past retirees have made up to 30% of the City's cost under the health care plan, and by eliminating new retirees from being covered, the cost of the City's health insurance will dramatically decrease resulting in a cost savings to the City; and

**WHEREAS**, all current retirees will remain on the City's health insurance until such retirees qualify for Medicare; and

**WHEREAS**, notwithstanding the removal of new retirees from the City's health insurance plan, the City is committed to subsidizing such retirees health insurance costs up to a maximum contribution of \$5,000.00, or the actual cost of their private health insurance, whichever is less; and

**WHEREAS**, the implementation of this new policy is made contingent upon the Human Resources Department staff, through further investigation and negotiation with third party insurance carriers, determining that implementation of the policy is in the best interest of the City and affected retirees and is cost effective; and

**WHEREAS**, said matter having been considered.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of the City of Waycross that the Commission hereby approves the proposed removal of newly retired employees from the City's Health Insurance Plan coverage, and is expressly made contingent upon the Human Resources Department staff, through further investigation and negotiation with third party insurance carriers, determining that implementation of the policy is in the best interest of the City and affected retirees and is cost effective.

**BE IT FURTHER RESOLVED** that the Director of the Department of Human Resources and his staff are authorized and directed to take the necessary preliminary steps to implement this new policy, hereby ratifying and confirming all the acts and things done by said City Officials, in order to give effect to the purposes and intent of this Resolution.

**SO RESOLVED**, this 7<sup>th</sup> day of January, 2014.

**CITY OF WAYCROSS, GEORGIA**

**BY: CLARENCE E. BILLIPS, Mayor**

**ATTEST:**

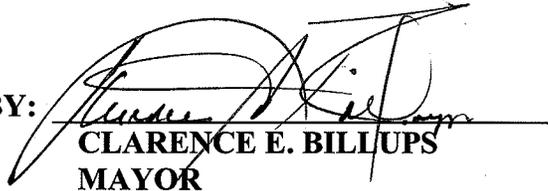
**JULIE DINKINS, City Clerk**

Commissioner Norman Davis made the motion to adopt the Resolution Approving the Removal of Newly Retired Employees from the City's Health Insurance Plan Effective July 1, 2014. Commissioner Alvin Nelson seconded the motion; the vote was unanimous and the motion carried with a 5-0 vote.

After closing remarks, Commissioner Marian Solomon-Gaines made the motion to adjourn the meeting; Commissioner Alvin Nelson seconded the motion. All voted in favor and Mayor Billups adjourned the meeting.

**CITY OF WAYCROSS**

**BY:**

  
**CLARENCE E. BILLIPS**  
**MAYOR**

**ATTEST:**

  
**JULIE C. DINKINS, CITY CLERK**