

MINUTES
WAYCROSS CITY COMMISSION MEETING
TUESDAY, FEBRUARY 18, 2020
5:00 PM

The Commission of the City of Waycross held the Regular City Commission Meeting on Tuesday, February 18, 2020 in the Waycross Police Department Municipal Courtroom. The meeting was called to order at 5:00 p.m. by the Honorable Michael-Angelo James, Mayor of the City of Waycross. Members in attendance were: Mayor Michael-Angelo James, Mayor Pro Tem John Threat, Commissioners Norman Davis, Henry Strickland, Diane Hopkins and Marian Solomon-Gaines.

Commissioner Henry Strickland introduced Dr. Johnnie Mae Swinson, Family Worship Center, who offered the opening invocation. The Invocation was followed by the Pledge of Allegiance led by Mayor Michael-Angelo James.

City Manager Tonya Miller recommended Patrick Simmons for Convention Visitors Bureau Executive Director (CBD) to the Commission. Commissioner Marian Solomon-Gaines motion to approve Patrick Simmons appointment of Convention Visitors Bureau Executive Director. Commissioner Diane Hopkins second the motion for approval. All voted in favor of the motion.

Ms. Miller reminded the Commission of the Community Clean Up held on February 22, 2020 at the open lot directly across from the Waycross Police Department for the citizens of Waycross. A Commission Retreat will be held at the Waycross Police Department Municipal Courtroom on February 21, 2020 and February 22, 2020.

There were no public remarks on official action.

Mayor James presented the Consent Calendar as read by Acting City Clerk China Williams for consideration of official action as follows:

Approval of Minutes: Planning and Information Session and Executive Session Monday, February 3, 2020, and Waycross City Commission Meeting, Tuesday, February 4, 2020.

No Privilege License Renewal.

There were no Consent Resolutions or Ordinance Second Readings.

The Consent Calendar was approved by motion from Commissioner Diane Hopkins, seconded by Commissioner Marian Solomon-Gaines, all voted in favor and the motion carried.

No Privilege Licenses were submitted for approval:

Purchasing Director Linda Jones presented the following bids:

1. Bid WAYX20-07 Surplus Property. List of items are no longer needed in any department. Purchasing recommends items be declared surplus property to sell on GovDeals.com. Commissioner Marian Solomon-Davis made the motion to declare items surplus and sell them on GovDeals.com. Commissioner Diane Hopkins seconded the motion. The motion was approved by all present.
2. Approval Repair of 2011 Dump Truck. City has a dump truck in need of repair. Numbers 3 and 6 injectors need replacing along the crank shaft oil seal and for other maintenance items. Rush Truck is our local repair center. Purchasing recommends Rush Truck Center for approval to repair the dump truck in the amount of \$8433.38. Commissioner Diane Hopkins moved for the approval. Commissioner Marian Solomon-Gaines seconded the motion. The motion was approved by vote.
3. Approval of Heat Pump Purchase WWTP Emergency. Waste Water Treatment Plant heat pump is no longer working. Building and Maintenance Department obtained 3 quotes and recommends to approve an emergency purchase to Waycross Heating & Cooling for \$7,800.00 for a 5-ton Carrier split unit with specialty coating due to the environment. One-year parts and labor and 5-year compressor warranty is included in the purchase. Commissioner Diane Hopkins moved for the approval. Commissioner Marian Solomon-Gaines seconded the motion. The motion was approved by vote.
4. Bid #FY20-20 Emergency Repair Alice Street. Purchasing issued emergency bids to 8 areas utility contractors. 3 bids were received and 2 with no bids. After staff review, it is the recommendation to award Allen Owens Construction, Blackshear, GA for \$25,787.00 This is the lowest and best bid submitted and repair will be completed in 10 days of notice to proceed. The Resolution will be presented at the regular meeting. Commissioner Henry Strickland moved for the approval. The motion was seconded by Commissioner Norman Davis. The motion was approved by all present.
5. Approval for Emergency Repair Elevator City Hall. An emergency bid was done due to the elevator not working at City Hall. Purchasing has received 2 quotes from elevator companies and a no bid for emergency purchase and install of power unit for the elevator. After review, it is the recommendation to

award bid to Otis Elevator, Jacksonville, FL for \$24,510.00. Commissioner Marian Solomon-Gaines motion for approval. Commissioner Norman Davis seconded the motion. All presented voted in favor for approval.

6. Approval for In-House Engineering Service. Purchasing reviewed 10 Engineering Firms to select the top 3 to interview. After interviewing and evaluations, it is the board recommendation to approve ESG Engineering of Macon, Georgia, is the best firm for this task and ESG Engineering also submitted the best price of \$116,500.00 per year; and with \$75,000.00 already budgeted for engineering services in the City's current contract with ESG Operations, Inc. (to operate its waste water treatment plant); this service will leave a balance not to exceed \$41,500.00. Commissioner Diane Hopkins made the motion for approval. Commissioner Marian Solomon-Gaines seconded the motion. The motion was approved by all votes.
7. Approval for Project Selection. A selection board reviewed statements of qualifications from 10 Engineering Firms to select 3 top firms to interview for upcoming projects such as TSPLOST, RTSPLOST, SPLOST, and LMIG other than building construction. After the selection board interviews and evaluations, it is the recommendation of selection board to approve contract with Coastal Engineering of Saint Simon's Island, Georgia, as the best firm for this task and Coastal Engineering also submitted to the best price at 6%-9% per project. Commissioner Marian Solomon-Gaines motion for approval. Commissioner Diane Hopkins seconded the motion. The motion approved with all votes.

No Ordinances were submitted for approval.

A Resolution of the City of Waycross, Georgia to Hold the February 17, 2020, Commission Work Session and the February 18, 2020, Commission Meeting at the Municipal Courtroom at 512 Oak Street was presented for approval.

RESOLUTION NO. R20-13

A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA, TO HOLD THE FEBRUARY 17, 2020, COMMISSION WORK SESSION AND THE FEBRUARY 18, 2020, COMMISSION MEETING AT THE MUNICIPAL COURTROOM AT 512 OAK STREET; AND FOR OTHER PURPOSES.

WHEREAS, pursuant to Section 21 of the Waycross City Charter, “on the first Tuesday in January in each year next following the regular municipal election at which the commissioners are elected, the commission shall meet at the usual place for holding meetings of the legislative body of the city ... and [t]hereafter the commission shall meet at such time as may be prescribed by ordinance or resolution; provided, that it shall hold at least two regular meetings each month”; and

WHEREAS, pursuant to Section 2-60 of the Waycross Code of Ordinances, “[a]ll meetings of the city commission shall be held in the commission chambers located in the city hall”; and

WHEREAS, although the Commission Chambers are on the first floor of the City Hall, it is not on the ground floor and requires residents and citizens to climb stairs since the elevator at City Hall is “out of order” and will not be repaired before next week’s meetings, the City Manager has decided that the regular work session (Monday, February 17 2020) and Commission meeting (Tuesday, February 18, 2020) will be held at the Municipal Courtroom located at the Waycross Police Department at 512 Oak Street; and

WHEREAS, said matter having been considered.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Waycross that the City Commission work session at 5:00 p.m. on Monday, February 17, 2020, and the City Commission Meeting on Tuesday, February 18, 2020, at 5:00 p.m. shall be held at the Municipal Courtroom located at 512 Oak Street.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be authorized and directed to do all the acts and things necessary in order to carry out the purposes of this Resolution, hereby ratifying and confirming all actions taken and to be taken .

SO RESOLVED, this 18th day of February, 2020, *nunc pro tunc* to 02/17/2020.

CITY OF WAYCROSS

BY: MICHAEL-ANGELO JAMES, Mayor

ATTEST:

CHINA WILLIAMS, Acting City Clerk

A Resolution of the City of Waycross, Georgia to Hold the February 17, 2020, Commission Work Session and the February 18, 2020, Commission Meeting at the Municipal

Courtroom at 512 Oak Street was approved as presented by motion from Commissioner Marian Solomon-Gaines. The motion was seconded by Commissioner Diane Hopkins. All voted affirmatively and the motion was approved.

A Resolution of the City of Waycross, Georgia to Approve an Amendment to Contract with CSRA Probation Services, Inc to Provide Probation Services to the Municipal Court of the City of Waycross was presented for approval:

RESOLUTION NO. R20-14

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA,
TO APPROVE AN AMENDMENT TO CONTRACT WITH CSRA PROBATION
SERVICES, INC. TO PROVIDE PROBATION SERVICES TO THE MUNICIPAL
COURT OF THE CITY OF WAYCROSS; AND FOR OTHER PURPOSES.**

WHEREAS, CSRA Probation Services, Inc., hereinafter referred to as “CSRA”, is the entity currently providing probation services for the Municipal Court of the City of Waycross; and

WHEREAS, in July 2016, O.C.G.A. § 42-8-101 was amended such that the agreement or contract is between the municipality and the private probation provider, with the express written consent of the municipal court judge (previously it was an agreement between the judge of municipal court and the private probation provider, with the municipality merely approving of the contract); and

WHEREAS, on February 6, 2018, the City Commission approved a Probation Services Agreement with CSRA and with the express written consent of the municipal judge; and

WHEREAS, CSRA desires to amend the agreement to provide for an expiration date; and

WHEREAS, Section 2.1 of the Charter of the City of Waycross gives the City of Waycross the power and authority to “enter into contracts and agreements with other governmental entities and with private persons, firms and corporations”; and

WHEREAS, said matter having been considered.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Waycross that the City Commission approves the Modification/Amendment to Probation Supervision Services Contract, in the form attached hereto as an Exhibit and incorporated herein as if fully set forth.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be, and are hereby authorized, empowered and directed to execute said Contract for Modification/Amendment to Probation Supervision Services Contract on behalf of the City of Waycross, and to ratify and confirm the execution of said Amendment, and to do all the acts and things necessary in order to ratify, confirm and carry out the purposes and intent of this Resolution.

SO RESOLVED, this 18th day of February, 2020.

CITY OF WAYCROSS

BY: MICHAEL-ANGELO JAMES, Mayor

ATTEST:

MICHELLE LOVE, City Clerk

Commissioner Marian Solomon-Gaines made the motion to approve A Resolution of the City of Waycross, Georgia to Approve an Amendment to Contract with CSRA Probation Services, Inc to Provide Probation Services to the Municipal Court of the City of Waycross as presented. Commissioner Diane Hopkins seconded the motion; all voted in approval and the motion passed.

A Resolution of the City of Waycross, Georgia to Approve ESG Engineering of Macon Georgia, for the City's In-House Engineering needs was presented for approval.

RESOLUTION NO. R20-15

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA,
TO APPROVE ESG ENGINEERING OF MACON, GEORGIA, FOR THE CITY'S IN-
HOUSE ENGINEERING NEEDS; AND FOR OTHER PURPOSES.**

WHEREAS, the City of Waycross will have the need for in-house engineering services to work with the City's Engineering Department and the City's employees 2 or 3 days a week; and

WHEREAS, a selection board consisting of Tonya Miller (City Manager), David Eddins (Fire Chief), China Williams (Finance Director) Steve Pope (Engineering Project Manager), Dawn Strickland (Engineering Administrative Assistant) and Linda Jones (Purchasing Director) reviewed statements of qualifications from 10 engineering firms with goal of selecting the top 3 to interview for said in-house engineering services; and

WHEREAS, after the selection board interviews and evaluations, it is the recommendation of the selection board to contract with ESG Engineering of Macon, Georgia, as the best firm for this task and ESG Engineering also submitted the best price of \$116,500.00 per year; and with \$75,000.00 already being budgeted for engineering services in the City's current contract with ESG Operations, Inc. (to operate its waste water treatment plant); this service will leave a balance not to exceed \$41,500.00.

WHEREAS, said matter having been considered.

THEREFORE, be it resolved that the City Commission of the City of Waycross selects, and will utilize, the engineering services of ESG Engineering of Macon, Georgia, for in-house engineering services and needs at an additional cost to the City not to exceed \$41,500.00, and unless the City Commission takes positive action to terminate this arrangement.

IT IS FURTHER RESOLVED that the Mayor, City Clerk and City Attorney be authorized and directed to execute this Resolution 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 18th day of February, 2020.

CITY OF WAYCROSS

BY: MICHAEL-ANGELO JAMES, Mayor

ATTEST:

MICHELLE LOVE, City Clerk

A Resolution of the City of Waycross, Georgia to Approve ESG Engineering of Macon Georgia, for the City's In-House Engineering needs as presented. Commissioner Diane Hopkins made the motion to approve. Commissioner Marian Solomon-Gaines seconded the motion; all voted in approval and the motion passed.

A Resolution of the City of Waycross, Georgia to Award Bid Contract to Otis Elevator of Jacksonville, Florida, for City Hall Elevator Repair Project was presented for approval.

RESOLUTION NO. R20-16

A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA, TO AWARD BID CONTRACT TO OTIS ELEVATOR OF JACKSONVILLE, FLORIDA, FOR CITY HALL ELEVATOR REPAIR PROJECT; AND FOR OTHER PURPOSES.

WHEREAS, the elevator at City Hall has been out of order for approximately 3 weeks due to issues with the motor or power unit; and

WHEREAS, even though it is recommended that complete modernization be done, Building Maintenance has determined that this can be done in two (2) phases to get the elevator operational in a timely manner; and

WHEREAS, Phase 1 consists of replacing the power unit and can be done within 10 days with Phase 2 to be placed for bid after the installation of the power unit; and

WHEREAS, in accordance with the Code of Ordinances of the City of Waycross, section 2-320 (b), the city manager or her designee used best efforts to obtain competitive bids and pricing for said emergency services and all actions taken by the city manager or her designee were pursuant to Code section 2-320 and were otherwise reasonable under the circumstances; and

WHEREAS, the City of Waycross requested quotes from elevator companies and received two (2) quotes and one no bid for the emergency purchase and installation of an elevator power unit; and

WHEREAS, OTIS Elevator of Jacksonville, Florida, submitted the lowest and best bid for the project in the amount of \$24,510.00; and

WHEREAS, said matter having been considered.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Waycross that the Bid Contract for the City Hall Elevator repair project (elevator power unit replacement), in an amount not to exceed \$24,510.00, is awarded to OTIS Elevator of Jacksonville, Florida, and to be paid from SPLOST funds.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be, and are, authorized and directed to execute any required Bid Contracts 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 AND ADOPTED, this 18th day of February, 2020.

CITY OF WAYCROSS

BY: MICHAEL-ANGELO JAMES, Mayor

ATTEST:

MICHELLE LOVE, City Clerk

A Resolution of the City of Waycross, Georgia to Award Bid Contract to Otis Elevator of Jacksonville, Florida, for City Hall Elevator Repair Project as presented. Commissioner Norman Davis made the motion to approve. Commissioner Diane Hopkins seconded the motion; all voted in approval and the motion passed.

A Resolution of the City of Waycross, Georgia to Approve Coastal Engineering of Saint Simon's Island, Georgia, for the City's Engineering Services for Calendar Year 2020 was presented for approval.

RESOLUTION NO. R20-17

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA,
TO APPROVE COASTAL ENGINEERING OF SAINT SIMON'S ISLAND, GEORGIA,
FOR THE CITY'S ENGINEERING SERVICES FOR FISCAL YEAR 2020; AND FOR
OTHER PURPOSES.**

WHEREAS, the City of Waycross will have the need for engineering services for upcoming city projects during the year such as TSPLOST, REGIONAL TSPLOST, SPLOST, LMIG , and other building / construction projects; and

WHEREAS, a selection board consisting of Tonya Miller (City Manager), David Eddins (Fire Chief), China Williams (Finance Director) Steve Pope (Engineering Project Manager) , Dawn Strickland (Engineering Administrative Assistant) and Linda Jones (Purchasing Director) reviewed statements of qualifications from 10 engineering firms with goal of selecting the top 3 to interview for said above-mentioned projects; and

WHEREAS, after the selection board interviews and evaluations, it is the recommendation of the selection board to contract with Coastal Engineering of Saint Simon's Island, Georgia, as the best firm for this task and Coastal Engineering also submitted to best price at 6% - 9% per project; and

WHEREAS, said matter having been considered.

THEREFORE, be it resolved that the City Commission of the City of Waycross selects, and will utilize, the engineering services of Coastal Engineering of St. Simon's Island, Georgia, for engineering services for any TSPLOST, REGIONAL TSPLOST, SPLOST, LMIG, and other building / construction projects during Fiscal Year 2020 for 6% - 9% per project and unless the City Commission takes positive action to terminate this arrangement.

IT IS FURTHER RESOLVED that the Mayor, City Clerk and City Attorney be authorized and directed to execute this Resolution 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 18th day of February, 2020.

CITY OF WAYCROSS

BY: MICHAEL-ANGELO JAMES, Mayor

ATTEST:

MICHELLE LOVE, City Clerk

Commissioner Diane Hopkins made the motion to approve Coastal Engineering of Saint Simon's Island, Georgia, for the City's Engineering Services for Calendar Year 2020 as presented. Commissioner Marian Solomon-Gaines seconded the motion; all voted in approval. The motion passed.

A Resolution of the City of Waycross, Georgia to Award a Contract to Allen Owens Construction & Paving, Inc. for Alice Street Emergency Repair was presented for approval.

RESOLUTION NO. R20-18

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA,
TO AWARD A CONTRACT TO ALLEN OWENS CONSTRUCTION AND PAVING,
INC. FOR ALICE STREET EMERGENCY REPAIR; AND FOR OTHER PURPOSES.**

WHEREAS, there was recent cave-in on Alice Street at West Oneida Street caused by a 3/4 inch service line leaking; and

WHEREAS, this service line has been repaired by ESG and the pavement in the area is now in need of asphalt replacement and repair; and

WHEREAS, this work needs to be completed on an emergency basis since the area is a heavily traveled area near the hospital and other medical providers; and

WHEREAS, in accordance with the Code of Ordinances of the City of Waycross, section 2-320 (b), the city manager or her designee used best efforts to obtain competitive pricing for said emergency repair services and all actions taken by the city manager or her designee were pursuant to Code section 2-320 and were otherwise reasonable under the circumstances; and

WHEREAS, bids (requiring that repair to be completed within 10 business days of Notice to Proceed) were requested from eight (8) local utility contractors and three (3) local utility contractors responded with bids, with Allen Owens Construction and Paving, Inc. submitting the lowest and best bid for the project at a cost of **\$25,787.50**, (and with an additional **\$6,977.75** for two other areas identified after the bidding process), and to be paid out of Special Purpose Local Option Sales Tax - Water and Sewer funds; and

WHEREAS, said matter being considered.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Waycross that the City of Waycross approves the emergency procedures used by the city manager and her designee and that a contract be awarded to Allen Owens Construction and Paving, Inc. for the contract price of not more than **\$32,765.25** for the repair project on Alice Street at West Oneida Street, to be paid out of Special Purpose Local Option Sales Tax – Water and Sewer funds.

BE IT FURTHER RESOLVED that the Mayor, City Clerk and City Attorney 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 of this Resolution, hereby ratifying and confirming all actions taken and to be taken.

SO RESOLVED, this 18th day of February, 2020.

CITY OF WAYCROSS

BY: MICHAEL-ANGELO JAMES, Mayor

ATTEST:

MICHELLE LOVE, City Clerk

A Resolution of the City of Waycross, Georgia to Award a Contract to Allen Owens Construction & Paving, Inc. for Alice Street Emergency Repair as presented. Commissioner Diane Hopkins made the motion to approve. Commissioner Norman Davis seconded the motion; all voted in approval and the motion passed.

A Joint Resolution of the City Commission of the City of Waycross, Georgia, and the Board of Commissioners of Ware County, Georgia, Approving and in Support of Limiting the Scope of PI # 0016312, Albany Avenue Widening and Resurfacing Project was presented for approval:

CITY OF WAYCROSS

BY: MICHAEL-ANGELO JAMES, Mayor

ATTEST:

MICHELLE LOVE, City Clerk

Commissioner Norman Davis made the motion to approve A Resolution the City Commission of the City of Waycross, Georgia, and the Board of Commissioners of Ware County, Georgia, Approving and in Support of Limiting the Scope of PI # 0016312, Albany Avenue Widening and Resurfacing Project as presented. Commissioner Marian Solomon-Gaines seconded the motion. All voted in approval, and the motion passed.

Commissioner Norman Davis made the motion to approve A Resolution the City Commission of the City of Waycross, Georgia, and the Board of Commissioners of Ware County, Georgia, Approving and in Support of Limiting the Scope of PI # 0016312, Albany Avenue Widening and Resurfacing Project as presented. Commissioner Marian Solomon-Gaines seconded the motion. All voted in approval, and the motion passed.

Mr. Lamar Deal, 4550 Oakview Road, Waycross, GA addressed the Commission regarding a Historic Play. Mr. Deal request for the support of the Commission. Lamar Deal suggested the Commission declare the play an official play for the City of Waycross. Commission requested for Mr. Deal to contact City Manager Tonya Miller when he was ready to present more information.

After last call, Commissioner Norman Davis made the motion to adjourn the meeting. Commissioner Marian Solomon-Gaines seconded the motion. All voted in favor and Mayor James adjourned the meeting.

CITY OF WAYCROSS

BY: 
MICHAEL-ANGELO JAMES, Mayor

ATTEST:


CHINA WILLIAMS, Acting City Clerk