

MINUTES
WAYCROSS CITY COMMISSION MEETING
TUESDAY, JULY 1, 2014
7:00 P.M.

The Commission of the City of Waycross met in Regular Session on Tuesday, July 1, 2014 in the Commission Chambers of City Hall. The meeting was called to order by Mayor Clarence E. Billups at 7:00 p.m. Those in attendance with Mayor Billups were Commissioners, Marian Solomon-Gaines, Alvin Nelson, Norman Davis and Larry Ethridge. Mayor Pro Tem Diane Hopkins was out of town.

Commissioner Larry Ethridge offered the opening invocation and Mayor Billups led the Pledge of Allegiance

Under Executive Duties, Mayor Clarence E. Billups scheduled a Special Called Work Session to Adjourn to Executive Session on Wednesday, Jun 9, 2014 at 4:30 p.m. in the City Commission Chambers to Conduct the City Attorney Interview Process.

Ms. Elizabeth Velez-Hill, HR Department introduced Ms. Dawn Strickland, Administrative Assistant to the Engineer Department as the July 2014 Employee of the Month.

Interim City Manager Raphel Maddox congratulated Employee of the Month for July, Dawn Strickland and offered his condolences to the family of former Mayor Mr. Robert Odom. Mr. Maddox reminded citizens that school is out for the summer, please drive carefully, obeying traffic laws and watching for children playing.

Mayor Clarence Billups congratulated Ms. Dawn Strickland for receiving Employee of the Month. Mayor Billups offered his condolences to the Robert Odom family. Mayor Billups wished everyone a happy, safe Independence Day holiday and invited everyone to come out and enjoy the fireworks and festivities at Memorial Stadium on July 4th. He also admonished citizens not to be safe, do not drink and drive.

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 Affidavit, Monday, June 16, 2014; Zoning Public Hearings, Waycross City Commission Meeting and Executive Session, Tuesday, July 17, 2014 and Called Meetings June 20 and June 26, 2014 and Executive Session June 26, 2014.

Ordinance No. 14-10 was presented for a second reading and final approval:

ORDINANCE NO. 14-10

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF WAYCROSS, GEORGIA; TO AMEND CHAPTER 18, ARTICLE IV, SECTION 18-65 PERTAINING TO INDEPENDENT INSURANCE AGENCIES AND BROKERS NOT OTHERWISE LICENSED; TO PROVIDE FOR BUSINESS LICENSE FOR INDEPENDENT INSURANCE AGENCIES AND BROKERS SELLING INSURANCE NOT OTHERWISE COVERED UNDER THE OCCUPATION TAX ORDINANCE; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN EFFECTIVE DATE; TO PROVIDE FOR RENUMBERING OR RELETTERING; AND FOR OTHER PURPOSES.

Ordinance No. 14-09 was presented for a second reading and final approval:

ORDINANCE NO. 14-09

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF WAYCROSS, GEORGIA; TO AMEND CHAPTER 18, ARTICLE VI, SECTION 18-101 (4) PERTAINING TO TRANSITIONAL HOUSING FACILITIES; TO PROVIDE FOR AMENDED STANDARDS FOR OPERATING SUCH FACILITIES; 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 Norman Davis made the motion to approve the Consent Calendar as presented. The motion was seconded by Commissioner Larry Ethridge. All Commissioners voted yes and the motion was approved with a 4 – 0 vote.

Purchasing Director Linda Jones presented WAYX 15-01 Surplus Property for approval. A policy was established where a retiring officer in good standing was given his or her firearm upon retirement. Lt. Kyle Lee retired in good standing on Jun 1, 2014. Commissioner Marian Solomon Gaines made the motion to approve the Resolution; seconded by Commissioner Alvin Nelson. All Commissioner voted affirmatively and the motion was approved.

An Ordinance to amend the City of Waycross Zoning Ordinance Text to amend Section 608.2 (f) deleting the required parking spaces for churches and adding new parking requirements for churches in new section 608.2(ff) was presented for the first reading.

ORDINANCE NO — 14-11

AN ORDINANCE TO AMEND THE WAYCROSS ZONING ORDINANCE TEXT; TO AMEND SECTION 608.2(f) – BY DELETING THE REQUIRED PARKING SPACES FOR CHURCHES, AND ADDING NEW PARKING REQUIREMENTS FOR CHURCHES IN NEW SECTION 608.2(ff); AND FOR OTHER PURPOSES.

Commissioner Marian Solomon-Gaines made the motion to approve the Ordinance to amend the City of Waycross Zoning Ordinance Text to amend Section 608.2 (f) deleting the required parking spaces for churches and adding new parking requirements for churches in new section 608.2(ff) was presented for the first reading. Commissioner Alvin Nelson seconded the motion; all voted in favor and the motion carried.

A Resolution of the City of Waycross To Declare as Surplus Property a Weapon for Retiring Public Safety Officer Lt. Lyle Lee presented.

RESOLUTION NO. 14-51

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA
TO DECLARE AS SURPLUS PROPERTY A WEAPON FOR RETIRING PUBLIC SAFETY
OFFICER LT. KYLE LEE; AND FOR OTHER PURPOSES.**

WHEREAS, heretofore the City of Waycross Police Department has recognized the sacrifice made by public safety officers who have served a number of years with the City and who retire and leave active duty under honorable conditions and in good standing; and

WHEREAS, said public safety officers who retire in good standing are allowed to retain their weapon as part of their compensation, and ownership of the weapon shall transfer to the retiring officer, and the weapon will be removed from the City's inventory; and

WHEREAS, the Commission of the City of Waycross desires to declare as surplus one (1) 2010 Glock 22, Serial # PRC777, .40 Glock handgun, issued to Lt. Kyle Lee during his service as a public safety officer for the City of Waycross Police Department; and

WHEREAS, said matter having been considered.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Waycross that the Commission hereby declares as surplus the weapon identified hereinabove, and approves retention of the said weapon by the retiring public safety officer, the said Lt. Kyle Lee, as part of his retirement compensation.

BE IT FURTHER RESOLVED that the Mayor and Police Chief of the Waycross Police Department are authorized and directed to transfer ownership of said weapon to the retiring public safety officer, hereby ratifying and confirming all the acts and things done by said City Officials, and to be done, in order to give effect to the purposes and intent of this Resolution.

SO RESOLVED, this 1st day of July, 2014.

CITY OF WAYCROSS, GEORGIA

BY: CLARENCE E. BILLUPS, Mayor

ATTEST:

JULIE DINKINS, City Clerk

The motion to approve A Resolution of the City of Waycross To Declare as Surplus Property a Weapon for Retiring Public Safety Officer Lt. Lyle Lee was made by Commissioner Marian Solomon-Gaines. Commissioner Larry Ethridge seconded the motion. All Commissioners voted yes and the motion was approved with a 4-0 vote.

A Resolution to Approve the Agreement Between the Georgia Department of Corrections and the City of Waycross was presented for approval.

RESOLUTION NO. 14-50

**RESOLUTION TO APPROVE AGREEMENT BETWEEN THE
GEORGIA DEPARTMENT OF CORRECTIONS AND THE
CITY OF WAYCROSS; AND FOR OTHER PURPOSES**

WHEREAS, a proposed Agreement between the Georgia Department of Corrections and the City of Waycross to be effective July 1, 2014, has been presented to the Commission of the City of Waycross, Georgia; and

WHEREAS, the purpose of said Agreement is for the Department to provide two (2) inmate Work Details on public works projects in accordance with O.C.G.A §42-5-60(e); and

WHEREAS, pursuant to the Agreement, the Department will provide one (1) full time Corrections Supervisor and a maximum of ten (10) inmates for each Work Detail ; and

WHEREAS, the Agreement shall be effective from July 1, 2014 through June 30, 2015; and

WHEREAS, the cost to the City shall be \$79,000.00 per year, calculated at \$39,500.00 for each Work Detail, commensurate with labor supplied, and salary and benefits for one (1) Correctional Officer, exclusive of overtime provided by the Correctional Officer in performing the work; and

WHEREAS, either Party may terminate the Agreement for convenience upon seven (7) days written notice to the other Party; and

WHEREAS, a copy of said Agreement is attached hereto and made a part hereof by reference.

NOW THEREFORE, BE IT RESOLVED by the Commission of the City of Waycross, Georgia, that the Agreement between the Georgia Department of Corrections and the City of Waycross, Georgia, in the form that is attached hereto, is hereby approved.

BE IT FURTHER RESOLVED by the Commission of the City of Waycross, Georgia that the Mayor and City Clerk are hereby authorized, directed and empowered to execute said Agreement on behalf of the City of Waycross.

SO RESOLVED this 1st day of July, 2014.

CITY OF WAYCROSS, GEORGIA

BY: CLARENCE E. BILLUPS, Mayor

ATTEST:

JULIE DINKINS, City Clerk

The motion to approve the A Resolution to Approve the Agreement Between the Georgia Department of Corrections and the City of Waycross was made by Commissioner Marian Solomon-Gaines. The motion was seconded by Commissioner Alvin Nelson. The motion was approved with a 4-0 vote.

A Resolution of the City of Waycross, Georgia Approving the Employee Handbook – Policies and Procedures Updates for 2014 was presented:

RESOLUTION NO. 14-52

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA
TO APPROVE EMPLOYEE HANDBOOK - POLICIES AND PROCEDURES UPDATES FOR
2014; AND FOR OTHER PURPOSES.**

WHEREAS, the Human Resources Department is requesting approval of updates to the 2014 Employee Handbook (Personnel Policies & Procedures; Drug & Alcohol Policy); and

WHEREAS, said updates will provide better support for the City and its Departments, to include Light Duty Recommendations (off the job injuries); Lateral Transfer (probation period); Travel – mileage rate and Department Director Travel; Vacation Payout – in good standing or not in good standing; and

WHEREAS, the Commission of the City of Waycross has determined that the implementation of this new policy is in the best interest of the City of Waycross and its employees; 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 updates to the 2014 Employee Handbook (Personnel Policies

& Procedures; Drug & Alcohol Policy) as outlined herein, as the same is in the best interest of the City of Waycross and its employees.

BE IT FURTHER RESOLVED that the Director of the Department of Human Resources and his staff are authorized and directed to take the necessary action to forthwith 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 1st day of July, 2014.

CITY OF WAYCROSS, GEORGIA

BY: CLARENCE E. BILLUPS, Mayor

ATTEST:

JULIE DINKINS, City Clerk

Commissioner Alvin Nelson made the motion to approve the Resolution of the City of Waycross, Georgia Approving the Employee Handbook – Policies and Procedures Updates for 2014 as presented. Commissioner Larry Ethridge seconded the motion; all voted in favor and the motion carried.

A Resolution To Approve St. Paul Traveler's Proposal as the city's Property Casualty Insurance Carrier, and Termination of Selective Insurance Company as the City's Former Property Casualty Insurance Carrier was presented:

RESOLUTION NO. 14-53

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA
TO APPROVE ST. PAUL TRAVELER'S PROPOSAL AS THE CITY'S PROPERTY
CASUALTY INSURANCE CARRIER, AND TERMINATION OF SELECTIVE INSURANCE
COMPANY AS THE CITY'S FORMER PROPERTY CASUALTY INSURANCE CARRIER;
AND FOR OTHER PURPOSES.**

WHEREAS, the Human Resources Department is requesting approval of St. Paul Traveler's as the City of Waycross' Property Casualty Insurance Carrier, in order to save 2.0% (\$4,686.00) on the estimated premium compared to the current Carrier, Selective Insurance Company; and

WHEREAS, the Human Resources Department is also requesting permission to terminate the agreement with Selective Insurance Company, effective at midnight on June 30, 2014, with new coverage for Property Casualty Insurance being offered by St. Paul Traveler's effective July 1, 2014; and

WHEREAS, the Commission of the City of Waycross has determined that the change in carriers for Property Casualty Insurance as proposed is in the best interest of the City of Waycross and its employees; 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 proposal by St. Paul Traveler's as the City's new Property Casualty Insurance Carrier, effective July 1, 2014, and also approves termination of the agreement with Selective Insurance Company, effective at midnight on June 30, 2014, as the same is in the best interest of the City of Waycross and its employees.

BE IT FURTHER RESOLVED that the Director of the Department of Human Resources and his staff, and the Mayor and City Clerk, are authorized and directed to take the necessary action to forthwith implement these changes to the City's Property Casualty Insurance coverage, hereby ratifying and confirming all the acts and things done by said City Officials, and to be done, in order to give effect to the purposes and intent of this Resolution.

SO RESOLVED, this 1st day of July, 2014.

CITY OF WAYCROSS, GEORGIA

BY: CLARENCE E. BILLUPS, Mayor

ATTEST:
JULIE DINKINS, City Clerk

A Resolution To Approve St. Paul Traveler's Proposal as the City's Property Casualty Insurance Carrier, and Termination of Selective Insurance Company as the City's Former Property Casualty Insurance Carrier was approved by motion made by Commissioner Norman Davis. Commissioner Alvin Nelson seconded the motion. The motion carried with a 4-0 vote.

A Resolution to Approve MetLife – Life and Disability Insurance Proposal for the City of Waycross and Termination of Lincoln Financial as Former Life and Disability Insurance Carrier was presented.

RESOLUTION NO. 14-54

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA
TO APPROVE METLIFE – LIFE AND DISABILITY INSURANCE PROPOSAL FOR THE
CITY OF WAYCROSS, AND TERMINATION OF LINCOLN FINANCIAL AS FORMER LIFE
AND DISABILITY INSURANCE CARRIER;
AND FOR OTHER PURPOSES.**

WHEREAS, the Human Resources Department is requesting approval of MetLife – Life and Disability Insurance Proposal for Basic Life, Basic A&D, Basic Dependent Life, Voluntary Short Term Disability and Long Term Disability Coverage, in order to save 19.0% on the estimated premium compared to the current Carrier, Lincoln Financial Insurance Company; and

WHEREAS, the Human Resources Department is also requesting permission to terminate the agreement with Lincoln Financial Insurance Company, effective at midnight on June 30, 2014, with new coverage for Life and Disability Insurance as outlined in the MetLife – Life and Disability Insurance Proposal, effective July 1, 2014; and

WHEREAS, the Commission of the City of Waycross has determined that the change in carriers for Life and Disability Insurance as proposed by MetLife is in the best interest of the City of Waycross and its employees; 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 proposal by MetLife – Life and Disability Insurance Proposal, effective July 1, 2014, and also approves termination of the agreement with Lincoln Financial Insurance Company, effective at midnight on June 30, 2014, as the same is in the best interest of the City of Waycross and its employees.

BE IT FURTHER RESOLVED that the Director of the Department of Human Resources and his staff, and the Mayor and City Clerk, are authorized and directed to take the necessary action to forthwith implement these changes to the City's Life and Disability Insurance coverage, hereby ratifying and confirming all the acts and things done by said City Officials, and to be done, in order to give effect to the purposes and intent of this Resolution.

SO RESOLVED, this 1st day of July, 2014.

CITY OF WAYCROSS, GEORGIA

BY: CLARENCE E. BILLUPS, Mayor

ATTEST:

JULIE DINKINS, City Clerk

Commissioner Marian Solomon-Gaines made the motion to approve the Resolution To Approve MetLife – Life and Disability Insurance Proposal For The City of Waycross and Termination of Lincoln Financial as Former Life and Disability Insurance Carrier as presented. Commissioner Larry Ethridge seconded the motion; all voted in favor and the motion carried.

Resolution 14-55, Georgia Fund I, Resolution to Authorize Investment was presented for approval:

For Customer Use:

_____ I have an existing Acct. # _____
 _____ This resolution is for: _____
 _____ New Account _____
 _____ Change to Existing Acct. # _____

For OTFS Use Only:

_____ Acct Approved _____ Auth Entered
 _____ Audit _____ Wire Instructions
 _____ Addr Entered _____ Wire Templates
 Approval: _____
 _____ AD1 _____ AD2
 Res. form 2000A

GEORGIA FUND 1
(local government investment pool)
RESOLUTION TO AUTHORIZE INVESTMENT

WHEREAS, Ga. Code Ann. §§36-83-1 to 36-83-8 authorizes Georgia local governments and other authorized entities to invest funds through the local government investment pool, and
WHEREAS, from time to time it may be advantageous to the _____

CITY OF WAYCROSS, GEORGIA _____ to deposit funds available for

 (Name of Local Government, Political Subdivision or State Agency)
 investment in Georgia Fund 1 (hereinafter referred to as the local government investment pool) as it may deem appropriate; and

WHEREAS, to provide for the safety of such funds deposited in the local government investment pool, investments are restricted to those enumerated by Ga. Code Ann. §36-83-8 under the direction of the State Depository Board, considering first the probable safety of capital and then the probable income to be derived; and *WHEREAS*, such deposits must first be duly authorized by the governing body of the local government or authorized entity and a certified copy of the resolution authorizing such investment filed with the Treasurer of the Office of the State Treasurer; and

WHEREAS, such resolution must name the official(s) authorized to make deposits or withdrawals of funds in the local government investment pool; and

WHEREAS, Ga. Code Ann. §36-83-8 requires a statement of the approximate cash flow requirements of the participating government pertaining to the funds to accompany the authorization to invest such funds at the time such deposits are duly authorized;

NOW, THEREFORE BE IT RESOLVED by the **COMMISSION OF THE CITY OF WAYCROSS**

 (Board, Council or other Governing Body)
 that funds of the **CITY OF WAYCROSS** _____ may be deposited from time to time in the manner prescribed by law and the applicable policies and procedures for the local government investment pool.

BE IT FURTHER RESOLVED THAT:

- Any one of the following individuals shall be authorized to deposit and/or withdraw funds from the local government investment pool on behalf of such government or other authorized entity (if a listed individual is employed by an entity other than the depositor, indicate employer):

_____	_____
Name, Title. (Employer, if applicable)	(Area Code) Phone Number
Email: _____	_____
_____	_____
Email: _____	_____
_____	_____
Email: _____	_____
_____	_____
Email: _____	_____

All withdrawals from the local government investment pool shall be wired to the following participant's demand deposit account: *(Many banks have separate instructions for wires and ACH deposits. Please verify both sets of instructions with your bank and provide them below. This will ensure accurate delivery of your funds to the designated bank account).*

(For ACH) _____ (Account Title)

(If applicable) Our local bank prefers to receive credit for wire transfers at the following **Correspondent Bank**:

(Bank Name) (City) (ABA Number) (Account Number)

Additional Bank Account (if applicable):

(For ACH)

(Local Bank Name)

(Account Title)

(ABA Number)

(Account Number)

(City, State)

(For WIRE)

(Local Bank Name)

(Account Title)

(ABA Number)

(Account Number)

(City, State)

Correspondent Bank (if applicable):

(Bank Name) (City) (ABA Number) (Account Number)

3. The local government investment pool shall mail the monthly statements of account to:

(Attention)

(Address)

(Address)

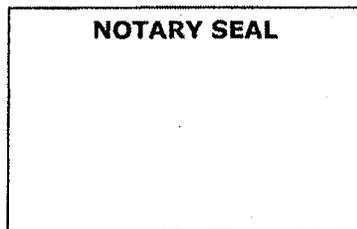
(City, State & Zip)

4. Changes in the above authorization shall be made by cancellation or replacement resolution delivered to the Office of the State Treasurer. Until such a replacement resolution is received by the Office of the State Treasurer, the above authorized individuals, local government demand account instructions and statement mailing address(es) shall remain in full force and effect.

5. The following schedule represents the period in which existing balances are currently expected to remain invested in the local government investment pool:

- _____ % 30 days or less;
- _____ % more than 30 days but less than 90 days;
- _____ % 90 days or longer.
- _____ 100% _____

Entered at _____, Georgia this _____ day of _____ 20__.



(Signature of Head of Governing Authority)

CLARENCE E. BILLUPS

(Please Print or Type - Head of Governing Authority)

Mayor

(Title)

Sworn to and subscribed before me this _____ day of _____ 20__.

(Notary Public)

Please complete and return an original copy to:

Georgia Fund 1
Office of the State Treasurer
200 Piedmont Avenue
Suite 1204, West Tower
Atlanta, GA 30334-5527

Telephone: (404) 651-8964 or (404) 656-2993

Toll Free: (800) 222-6748

Fax: (404) 656-9048

Commissioner Norman Davis made the motion to approve Resolution 14-55, Georgia Fund I Resolution to Authorize Investment was approved by motion from Commissioner Norman Davis; seconded by Commissioner Alvin Nelson; all voted in favor and the motion carried.

Mr. Roger Collins, Tax Commissioner addressed the Commission regarding the agreement between the City of Waycross and Tax Commission regarding the collection of the City of Waycross taxes. Mr. Collins stated that Freedom is not free. Be sure to thank a veteran.

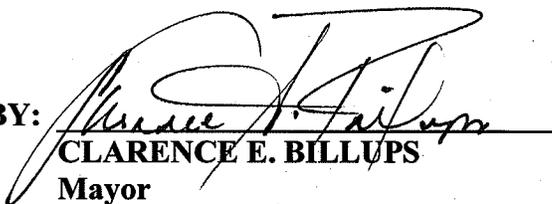
After last call, Commissioner Norman Davis made the motion to go into Executive Session to discuss Personnel, Real Estate and Potential Litigation. Commissioner Alvin Nelson seconded the motion. All Commissioners voted affirmatively and the meeting went into Executive Session.

Commissioner Norman Davis made the motion to return to open session; Commissioner Larry Ethridge seconded the motion; all voted in favor and the meeting returned to open session.

Mayor Billups announced that Personnel, Litigation and Real Estate were discussed during the Executive Session.

Commissioner Marian Solomon-Gaines made the motion to adjourn the meeting. Commissioner Norman Davis seconded the motion. All voted in favor and Mayor Billups adjourned the meeting.

CITY OF WAYCROSS

BY: 
CLARENCE E. BILLUPS
Mayor

ATTEST: 
JULIE C. DINKINS, City Clerk