

**MINUTES**  
**WAYCROSS CITY COMMISSION MEETING**  
**TUESDAY, JULY 2, 2018**  
**5:00 PM**

The Commission of the City of Waycross held their Regular City Commission Meeting on Monday, July 2, 2018 in the Commission Chambers of City Hall. The meeting was called to order by the Honorable Mayor John Knox at 5:30 p.m. due to the Work Session running late. Members in attendance were: Mayor John Knox, Mayor Pro Tem Jon Tindall, Commissioners Marian Solomon-Gaines, Norman Davis and John Threat. Commissioner Diane Hopkins was absent.

Commissioner John Threat introduced Fire Chief David Eddins who offered the opening invocation. The Invocation was followed by the Pledge of Allegiance led by Mayor John Knox.

During Executive Duties, Human Resources Director Trinija Martin introduced Ms. Kimberly Jewell as the Employee of the Month for July, 2018.

Commissioner Marian Solomon –Gaines made the motion to extend the appointment of Dr. Yolanda Rivers on the Waycross Ware County Development Authority for a term to expire December 31, 2018. Mayor Pro Tem Jon Tindall seconded the motion and all voted positively for affirm the motion.

City Manager Raphel Maddox called Community Improvement Director Sloan Fountain to remind the Commissioners of the plans for the Fourth of July. Ms. Fountain stated that the festivities begin Wednesday, July 4, 2018 at 2:30 p.m. at Bit Tanner Field with games and water slides for the children. A band will begin at 7:00 p.m. and fireworks start at 9:00 p.m.

Chief Tony Tanner informed the Commissioners that the Police Department will again be implementing their Hydrate Program, handing out water to citizens, workers, or whoever needs a bottle of cold water. Chief Tanner also reminded citizens that the Distracted Driving law came into effect on July 1 and Waycross Police Department will be enforcing the law immediately.

City Manager Raphel Maddox asked citizens to utilize the trash receptacles which will be placed all around Bit Tanner Field and everywhere needed. Help keep the area clean.

Mayor John Knox stated that City Boulevard was opened on Saturday and commended Thrift Brothers, City Engineer Jessica Deal and all the city staff for an outstanding job on the project.

There were no public remarks on official action.

Mayor Knox 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 and Information Session, Monday, June 18, 2018; Two Zoning Hearing on Tuesday, June 19, 2018 and Waycross City Commission Meeting, Tuesday, June 19, 2018.

There were no consent resolutions, ordinance second readings and no privilege license renewals.

The Consent Calendar was approved by motion from Commissioner Marian Solomon-Gaines; seconded by Mayor Pro Tem Jon Tindall and approved with a 4-0 vote.

An Ordinance Annexing and Zoning 2098 Brunswick Hwy. was presented for the first reading:

**ORDINANCE NO. O18-08**

**AN ORDINANCE UNDER AUTHORITY OF GEORGIA LAW TO ANNEX INTO THE EXISTING CORPORATE LIMITS OF THE CITY OF WAYCROSS, GEORGIA, CERTAIN PROPERTY AT 2098 BRUNSWICK HIGHWAY AND HAVANNA AVENUE; TO ESTABLISH ZONING CLASSIFICATION FOR THE ANNEXED PROPERTY; TO ZONE SAID PROPERTY TO C-2 HIGHWAY COMMERCIAL; TO CHANGE THE LAND USE PLAN; TO SET AN EFFECTIVE DATE; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.**

Commissioner Marian Solomon-Gaines made the motion to approve the Ordinance Annexing and Zoning 2098 Brunswick Hwy as presented for the first reading. Mayor Pro Tem Jon Tindall seconded the motion. Commissioners all voted yes and the motion carried.

An Ordinance to Amend the Code of the City of Waycross to Amend Chapter 26, Article II – Nuisances and Offensive Conditions was presented for the first reading.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF WAYCROSS, GEORGIA; TO AMEND CHAPTER 26, ARTICLE II. – NUISANCES AND OFFENSIVE CONDITIONS, SECTION 26-20, SO AS TO ADD A PROHIBITION OF CLOTHESLINES; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN EFFECTIVE DATE; TO PROVIDE FOR RENUMBERING OR RELETTERING; AND FOR OTHER PURPOSES.**

The Ordinance to Amend the Code of the City of Waycross to Amend Chapter 26, Article II – Nuisances and Offensive Conditions was tabled for further discussion by motion from Commissioner Marian Solomon-Gaines; seconded by Commissioner Norman Davis and approved with a 4-0 vote.

A Resolution of the City of Waycross, Georgia to Approve the Waycross Pay Plan and Holiday Calendar for Fiscal Year 2019 was presented for approval.

**RESOLUTION NO. R18-54**

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA, TO APPROVE WAYCROSS PAY PLAN AND HOLIDAY CALENDAR FOR FISCAL YEAR 2019; AND FOR OTHER PURPOSES.**

**WHEREAS**, the Human Resources Department is requesting approval of the Fiscal Year 2019 Pay Plan in the form attached hereto as an Exhibit and incorporated herein as if fully set forth; and

**WHEREAS**, said Fiscal Year 2019 Pay Plan will provide for Earning Codes, Annual and Sick Leave, Pay Guidelines, EEO Job Codes, FY 2019 Salary Scale, and FY 2019 Holiday Calendar for employees of the City of Waycross; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of the City of Waycross that the City Commission hereby approves the proposed Fiscal Year 2019 Pay Plan for employees of the City of Waycross, in the form attached hereto as an Exhibit and incorporated herein as if fully set forth, 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 her staff are authorized and directed to take the necessary action to forthwith implement this Fiscal Year 2019 Pay Plan, effective July 1, 2018, and 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 2nd day of July, 2018.

**CITY OF WAYCROSS**  
**BY: JOHN KNOX, Mayor**

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

The Resolution of the City of Waycross, Georgia to the Waycross Pay Plan and Holiday Calendar for Fiscal Year 2019 was approved by motion from Commissioner Marian Solomon-Gaines; seconded by Mayor Pro Tem Jon Tindall and approved with a 4-0 vote.

A Resolution of the City of Waycross, Georgia to Approve the 2018 Waycross Employee Handbook was presented to the Commissioners for approval.

**RESOLUTION NO. R18-55**

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA, TO APPROVE 2018 WAYCROSS EMPLOYEE HANDBOOK; AND FOR OTHER PURPOSES.**

**WHEREAS**, the Human Resources Department is requesting approval of updates to the City of Waycross Employee Handbook (Personnel Policies & Procedures; Drug & Alcohol Policy) which was originally adopted by the City Commission on May 7, 2013, and last revised on August 6, 2016; and

**WHEREAS**, said 2018 Employee Handbook, in the form attached hereto as an Exhibit and incorporated herein as if fully set forth, will provide better support for the City and its Departments, and will supersede all other Personnel Policies and Procedures, Drug & Alcohol Policy, and any other Employee Handbook however titled; and

**WHEREAS**, the Commission of the City of Waycross has determined that the implementation of this new updated Employee Handbook 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 City Commission hereby approves the 2018 Employee Handbook in the form attached hereto as an Exhibit and incorporated herein as if fully set forth, as the same is in the best interest of the City of Waycross and its employees and, upon its adoption, will supersede all other Personnel Policies and Procedures, Drug & Alcohol Policy, and any other Employee Handbook, however titled.

**BE IT FURTHER RESOLVED** that the Director of the Department of Human Resources and her staff are authorized and directed to take the necessary action to forthwith implement this new 2018 Employee Handbook, 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 2nd day of July, 2018.

**CITY OF WAYCROSS**  
**BY: JOHN KNOX, Mayor**

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

Mayor Pro Tem Jon Tindall made the motion to approve the Resolution of the City of Waycross, Georgia to Approve the 2018 Waycross Employee Handbook as presented to the Commissioners for approval. Commissioner Norman Davis seconded the motion. All voted in favor and the motion carried.

A Resolution of the City of Waycross to Approve Travelers Insurance Company to Provide the City of Waycross with Public Entity Insurance Coverage for Fiscal Year 2019 was presented for approval.

**RESOLUTION NO. R18-56**

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA, TO APPROVE TRAVELERS INSURANCE COMPANY TO PROVIDE THE CITY OF WAYCROSS WITH PUBLIC ENTITY INSURANCE COVERAGE FOR FISCAL YEAR 2019; AND FOR OTHER PURPOSES.**

**WHEREAS**, the Human Resources Department sent requests for proposal (RFP) to Georgia Municipal Association (GMA), Travelers, AmGUARD, XL Catlin, NOVA Casualty, Liberty Mutual, OneBeacon; and

**WHEREAS**, the top two (2) proposals were from Travelers and GMA; and

**WHEREAS**, the Human Resources Department is requesting approval of Travelers Insurance Company because Travelers Insurance Company is the nation's leading provider of property and casualty insurance for public entities and is also the lowest premium; and

**WHEREAS**, Travelers Insurance Company will provide insurance coverage for property damage, inland marine, general liability, crime, professional liability, cyber liability, automobile and terrorism; and

**WHEREAS**, the Commission of the City of Waycross has determined that this request is in the best interest of the City of Waycross; 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 Travelers Insurance Company to provide the City of Waycross with public entity insurance coverage, effective July 1, 2018.

**BE IT FURTHER RESOLVED** that the Director of the Department of Human Resources and her staff, and the Mayor, City Clerk and City Manager, are authorized and directed to take the necessary action to forthwith implement this insurance coverage by Travelers Insurance Company

for the City of Waycross, 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 2<sup>nd</sup> day of July, 2018.

**CITY OF WAYCROSS**

**BY: JOHN KNOX, Mayor**

**ATTEST:**

**JULIE DINKINS, City Clerk**

Mayor Pro Tem Jon Threat made the motion to approve a Resolution of the City of Waycross to Approve Travelers Insurance Company to Provide the City of Waycross with Public Entity Insurance Coverage for Fiscal Year 2019 as presented. Commissioner Marian Solomon-Gaines seconded the motion. All voted in favor and the motion carried.

A Resolution of the City of Waycross, Georgia to Approve Modification of Promissory Note and Loan Agreement with GEFA for the Water Meter Replacement Project was presented for approval.

**RESOLUTION NO. R18-57**

**A RESOLUTION OF THE CITY OF WAYCROSS, GEORGIA, TO APPROVE MODIFICATION OF PROMISSORY NOTE AND LOAN AGREEMENT FOR THE WATER METER REPLACEMENT PROJECT; AND FOR OTHER PURPOSES.**

**WHEREAS**, at a duly called meeting of the City of Waycross held on July 2, 2018, the following Resolution was introduced and adopted; and

**WHEREAS**, by Resolution No. R-17-08, the City Commission (the "Borrower") approved a loan from the Drinking Water State Revolving Loan Fund, administered by the Georgia Environmental Finance Authority (hereinafter "Lender") in the amount of \$3,500,000.00; and

**WHEREAS**, the Borrower has borrowed \$3,500,000.00 from Lender, pursuant to the terms of the Loan Agreement (the "Loan Agreement"), being Loan Number DW2016005, dated on or about March 7, 2017; and

**WHEREAS**, the Borrower's obligation to repay the loan made pursuant to the Loan Agreement is evidenced by a Promissory Note (the "Note"), dated on or about February 7, 2017; and

**WHEREAS**, the Borrower and Lender have determined to amend and modify the Note and the Loan Agreement, pursuant to the terms of a Second Modification of Promissory Note and Loan Agreement (the "Second Modification") between the Borrower and the Lender, the form of which has been presented to this meeting and is attached hereto as an Exhibit and incorporated herein as if fully set forth; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of the City of Waycross that that the form, terms and conditions and the execution, delivery and performance of the Second Modification are hereby approved and authorized.

**BE IT FURTHER RESOLVED** that the Mayor, City Clerk and City Attorney are authorized and directed to take the necessary action to forthwith implement this Second Modification 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 2<sup>nd</sup> day of July, 2018.

**CITY OF WAYCROSS**

**BY: JOHN KNOX, Mayor**

**ATTEST:**

**JULIE DINKINS, City Clerk**

A Resolution of the City of Waycross, Georgia to Approve Modification of Promissory Note and Loan Agreement with GEFA for the Water Meter Replacement Project was approved by motion from Mayor Pro Tem Jon Tindall; seconded by Commissioner Marian Solomon-Gaines; and approved with a 4-1 vote.

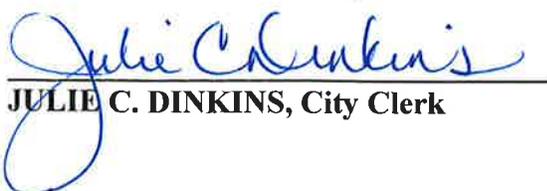
After last call, Commissioner Marian Solomon-Gaines made the motion to adjourn the meeting. Mayor Pro Tem Jon Tindall seconded the motion. All voted in favor and Mayor Knox adjourned the meeting.

**CITY OF WAYCROSS**

**BY:**

  
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**JOHN KNOX, Mayor**

**ATTEST:**

  
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**JULIE C. DINKINS, City Clerk**