

SUMMARY
ADRIAN MAYOR & COUNCIL MEETING
TUESDAY, FEBRUARY 6TH AT 6:00PM
ADRIAN ANNEX, 107 NORA BLVD., ADRIAN, GA 31002

- I. **Call Meeting to Order: Mayor Smith** called the meeting to order at 6:00pm
- II. **Invocation and Pledge of Allegiance:** Invocation by **CM Love**; All in attendance stood for the Pledge of Allegiance
- III. **Adoption of Agenda: Mayor Smith** asked council to amend agenda to include discussion about changing the night of council meetings. Motion made by **CM Fountain**. Seconded by **CM Love**. All in favor.
- IV. **Announcements: Mayor Smith** announced the Waymakers Community Group Wild Game Dinner on 3/23/24 6pm at Adrian Camp and Conference Center. Donations are greatly appreciated at the door. Funds support ministry in the prevention of addiction. Entertainment for the night is Trinity's Call and guest speaker is Daryl Gay.
- V. **Public Speakers: None**
- VI. **Adoption of Minutes:** No questions, and no discussion needed. Motion made by **CM Love** to adopt minutes from last month's council meeting. Seconded by **CM OHutchinson**. All in favor.
- VII. **Reconciliations – Mayor Smith** stated that reconciliations have not been done, and clerks are in the process of training, and end of the year items needed to be done. Will be done as soon as possible.
- VIII. **Unfinished Business:**
 - a. **Charter** – Mayor Smith inquired if any additional discussion was needed regarding the Charter. No additional discussion needed. Mayor Smith asked if council was ready to vote on charter. All agreed to vote. Motion made by CM O Hutchinson to pass the charter. Seconded by CM Fountain. All in favor.
 - b. **Ordinance - Emergency Public Safety Ordinance** – Revised to include the removal of trash cans after trash pick-up, not to back of the house, but move them at least 20 feet from road. Exceptions will be made by governing body. Process how exceptions will be made: If disabled or elderly and not physically able to move trash can, a form must be completed, and then presented to council to vote on the exception. If Council votes in favor of exception, then Evans will be given a list of addresses of exceptions, and have already stated that they would accommodate exceptions. Since it is an emergency ordinance, it will be in place for 60 days, and will be revisited after the 60 days are up to see if it needs to be made a more permanent basis. **CM Fountain** suggested ordinance go into effect on April 1st. No additional discussion needed. **CM S Hutchinson** made motion to pass emergency ordinance. Seconded by **CM Fountain**. All in favor.
 - c. **Mayor Pro Tem – Mayor Smith** advised vote was postponed until this month due to all council members not being present at last month's meeting. **CM Love** nominated **CM Robert Fountain** for Mayor Pro Tem. **CM Fountain** stated he would accept, if that was the wishes of the council. Motion made by **CM Love**. Seconded by **O Hutchinson**. All in favor.
 - d. **Police Vehicle** – Per **Mayor Smith**, the 2024 Expedition has been delivered.
 - e. **Special Election/Regular Election – Mayor Smith** advised this was not voted on last month, as all council members were not in attendance. **Mayor Smith** asked the council to vote to have special election in November, in conjunction with the regular election. The election info was printed in the paper due to

time restrictions, and all 3 council members that were in attendance at last month's meeting were in agreement. Paper did not print about holding special election in conjunction with regular election first time it printed, but was corrected last week. Motion made by **O Hutchinson**. Seconded by **CM Love**. All in favor.

- f. **Budget Update** – Per **Mayor Smith** this will be the last year without an operating budget, and will start operating with an operating budget on January 1 in coming years. The clerks have been working on getting taxes out, and now working on getting ready to prepare the budget. We will have a draft for the budget by next month's council meeting. Artiffany Stanley from GMA coming the 15th to work with clerks to help get budget together.
- g. **Property Tax Update** – **Mayor Smith** stated that property taxes went out on February 1st, and will be due by April 1st. We were outsourcing property taxes, and this will be the last year we do that, as we will use our system from now on. We pay for Southern Software, and it has the capability to do this task.
- h. **Reconciliation Update** – **Mayor Smith** stated already covered, and will get them done as quickly as we can.
- i. **Court Clerk Training** – **Mayor Smith** advised Jennifer is in Athens now completing 3 days of training for Court Clerk Certification.
- j. **Office Closed February 7th for Training** – **Mayor Smith** stated that the office will be closed tomorrow, February 7th, for training. Advised everyone to use drop box for payments.
- k. **City Police Agreement** – **Mayor Smith** asked attorney if he had the police agreement, and he stated that he would give it to her after the meeting. Since it has already been gone over with the council, it can now be discussed with Officer Lowery. The council had no additional questions regarding the agreement.
- l. **Evans Exceptions Update** – Per **Mayor Smith**, Evans agreed to accommodate exceptions when they arise.

IX. LMIG Update – **Mayor Smith** stated that the LMIG Grant has been completed and submitted.

X. New Business:

- a. **City Operation Update** – **Mayor Smith** read City Clerk Jennifer Roberts' letter regarding updates since transition.

To the Mayor and Council:

First, I would like to thank you all again for the opportunity you have given me to take on the role of City Clerk. Your support and belief in my potential truly means the world to me and I am eager to continue learning and growing. This isn't just a job to me, it is very important to me to help make a difference in Adrian and make you all proud.

I'm sorry that I can't be at this month's council meeting, I will be in Athens at Municipal Court Clerk training to get my certification.

I wanted to give you all an update on a few things and where we are at since this new transition has taken place.

- The W2's and 1099's have been done and sent out. It turns out that we have been outsourcing this task as well as a lot of other things when our own software is capable of doing pretty much everything. Our software has not been utilized properly but that is all changing. Southern Software is a great company with great employees who spend hours a day on the phone with me teaching me the system and helping me get everything set up to meet all of our specific needs.
- The LMIG Grant application was done and sent in on time.

- The property taxes have finally been mailed out. They were mailed out on February 1st from the company we were outsourcing from. We will no longer have to do that because our system is now properly set up for us to handle this ourselves from now on. We also discovered that we haven't been billing our public utilities (The Jet and the Dollar General are just 2 examples) their property taxes for at least the last 5 years. We have also not been billing for personal property taxes. Legally we can go back 3 years and bill them for those years, in hopes of recouping some of the money we have missed out on. This process will take a couple of weeks but the wheels are in motion. The due date for property taxes is April 1st.
- The budget is now number one on our list to get done. I reached out to Artiffany Stanley from GMA to ask if she could recommend someone to help us get the budget done correctly. She very generously offered to help us herself. We have a meeting set up with her for February 15th to get started. She emailed me a list of things we will need to get the budget done and we are already working on getting it all together. The plan is to have something solid to present to you by the next council meeting.
There is a lot of work to be done within our software system to make sure that everything we present to you is without a doubt 100% correct.
- The reconciliations for the last 3 months will take a bit of time to get done because again, we want them done properly and they will be once our system is sorted out.

We are also in the process of overhauling our whole filing system and implementing proper record retention.

We are encountering new obstacles on almost a daily basis but we are making so much positive progress. We have an amazing team and that is what it's all about... teamwork, dedication and hard work. Amber has been a true blessing and such an incredible asset to our team. I have no doubt that we are going to make such a big difference in Adrian together. All of the positive changes that are being made would not be happening so quickly without her hard work, dedication and positive attitude.

After a few months, when things settle down, I would love to implement a program called The Mayor's Reading Club, which will give the ability to the mayor, council members and any city employees to read at the schools to promote literacy while also teaching the children about local government. I would also like for us to start a youth council. I have a lot of big ideas and am very excited to see them through.

I look forward to making continued progress. I promise to continue working hard and am very excited to continue learning and thriving under the Mayor and Council's guidance. I cherish the trust that you all have placed in me and hope to make you all proud. I will continue to keep you all updated on the progress and changes that are being made. We are all in this together.

Sincerely,
Jennifer Roberts
City Clerk

- Line Service Inventory Grant - Mayor Smith** advised we have to hire contractors to test all water lines to see if they have any lead. We were awarded grant for \$26,320 by GEFA. Stated she will be sending out an RFQ/RFP, request for qualifications, to get contractors in to interview with council to see who will be doing the work for us. Mr. Miller inquired if area on Green St., off of North James, be pressure tested during this time so it can be back filled and repair ditch. **Mayor Smith** stated that she would check on it and let him know.
- Volunteer Fire Department Agreement - Mayor Smith** verified that council had copies of the old agreement and new agreement. Still waiting for by-laws come in, and **Chief Johnson** will get copy of bylaws to the mayor and council for review.
- Fire Chief – Mayor Smith** announced Justin Johnson as new chief. **CM Love** stated she appreciates being invited to the meetings, and looks forward to helping the fire department, as they haven't been aware of things in the past. **Chief Johnson** gave fire department report for January.
(7) first responder calls, (1) MVA, (1) Powerline down, (1) Assisted with structure fire in Scott

Mayor Smith advised she is still looking for grants every day for fire department. Advised fire department to get a list together of items they might need. **Mayor Smith** inquired what the issue was with Tahoe, and Chief Johnson advised it was ultimately a spark plug issue. **Mayor Smith** verified who had the WEX cards for the Tahoe and Crown Vic.

- e. **GMA Visit – Mayor Smith** stated that Artiffany Stanley came January 19th and worked with clerks. She showed resources regarding clerks concerns.
- f. **Air Riser Valve Installation – Mayor Smith** advised that valve needs to be installed on well #2. When EPD came, rep Joyce Ni advised Johnny that the valve needed to be installed on well #2. Johnny contacted Northeast Calibration Controls in Gray, and the part was ordered and has already come in. The company keeps having other issues come up, and it has delayed installation. Once installed EPD will be contacted, and will probably come back to verify that the issue has been fixed. The valve keeps air out of the water lines. Mr. Miller inquired if well #1 already has valve installed. **Mayor Smith** advised that a valve is already installed on well #1.
- g. **Flushing Fire Hydrants – Per Mayor Smith**, the fighters have agreed to go back to flushing fire hydrants. They will make a schedule, and they will get it to the mayor and council.
- h. **Change Night of Meetings: Mayor Smith** asked council to vote to move council meetings to the first Tuesday of the month at 6pm starting in March. **CM S Hutchinson** made motion to change meetings. Seconded by **CM O Hutchinson**. All in favor.

XI. **Recess Regular Meeting: CM O Hutchinson** made motion to recess regular meeting and go into executive meeting at 6:35pm. Seconded by **CM Love**. All in favor.

XII. Executive Session – Personnel & Real Estate

XIII. **Call Regular Session to Order – CM Love** made motion to recess from executive meeting and return to regular session at 6:44pm. Seconded by **CM Fountain**. All in favor.

XIV. Reports:

(1) Department Head Reports

(A) **Fire Department – Chief Johnson** provided during new business.

(B) **Street Water Department – Mayor Smith** stated she already talked about the riser valve needing to be installed. Maintenance has been repairing areas around the community center, and they are keeping everything clean.

(C) **Police Department – Chief Strickland** gave statistics report for each officer:

	Dylan	Michael	Kyle
Vehicles Stopped	49	50	36
Speeding Citations Written	0 (not certified yet)	17	0
Other Citations Written	17	6	13
Warnings Given	32	27	23
Accidents Worked	0	0	0
Motorists Assisted	7	5	12
DUI Contacts Made	5	8	2
DUI Arrests Made	0	4	0
Calls Answered	13	21	29
Buildings Checked	48 different times	61 different times	53 different times
Reports Written	2	4	4

Transports	0	4	2
Hours Spent In Court	4	4	4
Escorts	0	0	2 (funerals)
Assisted Another Agency	10	21	16

Per Chief Strickland, this does not account for other arrests. He also advised that a DUI contact is someone they think may be under the influence. Usually include field sobriety test up to blood test. Mr. Miller inquired if they do breathalyzer test, Chief Strickland confirmed they do breathalyzers as well as blood tests, but not urine tests. EMS comes to jail to do blood tests.

Chief Strickland advised they have come up with tentative budget, and have provided copies to the mayor and council.

The new police vehicle has been received. There was some miscommunication with dealership regarding equipment to be installed that wasn't, but city was not charged for it. Used some equipment from F-150 so that new equipment doesn't have to be purchased at this time. Rader is iffy, but he is hoping it will work for a while.

No set in stone schedule, but trying to have as much presence as possible.

There was no court held in January because lights were out due to a storm. Court will be held this month on February 13th.

Chief Strickland addressed the supposed problem with the court fund that have been mentioned in public regarding a certain amount of each citation getting transferred to general account and the rest is "slush fund". The city only keeps 1/3 of each citation. The court fund only keeps the processing fee, which depends on the type of citation written. All other money is distributed to the county the citation was written in and other law enforcement funds. Since he took over in 2020, about 900 citations have been written, and only about 400 of those were speeding citations (20+ mph over the speed limit). Just because there is a road check doesn't mean that citations are being written. At the last road check, there may have been 2 citations written. The purpose of road checks is to be sure people are doing what they are supposed to be doing, police visibility, and good public relations.

Having problems with dogs again. Would like for the ordinance to be updated and passed to help address the issue. He is trying to address the problem, but is having issues due to the Department of Agriculture being involved in the past.

Upcoming training February 19th-21st in Forsyth - Speed Detection Operator Instructor Chief Strickland will be instructed how to teach other officers how to use radar and lidar. Would like to facilitate a training course in Adrian so that local officers don't have to travel so far for training.

He advised that he went to Atlanta last Wednesday, January 31st and spoke with the governor and public safety legislators. There are a couple of bills in the House and Senate that are pro law enforcement that need to be voted on, and Chief Strickland encouraged everyone to contact legislators showing support for these bills. He has been asked to speak again before legislation ends in March, but he is unsure at this time what day he will speak again.

Calls in January

- A 7 year old got on the wrong school bus, and was found walking down highway 80 alone.
- A 2 year old was found running in the middle of street. This was the 2nd time the child had gotten away from the grandmother. The first time Chief Strickland was able to catch the

child before she fell into a 3 foot pool, filled with water. DFACS was called and he has been trying to follow up with them.

It's important that everyone watch out for children. Also, speed bumps have been requested for certain areas.

Per **Chief Strickland** there have been multiple complaints regarding an individual hanging out in front of stores, but if the stores continue to allow him back, there is nothing that the police can do. Without the store standing behind him, there is nothing he can do.

Chief Strickland advised that the Police Department stands behind the Fire Department. If they can help in any way, just let him know.

Chief Strickland stated he appreciated Mayor Smith bringing up wild game dinner, and then mentioned upcoming events that The Waymakers Group will be hosting in the coming months (Feb 12th-Valentine Fun Night, April 27th-Teen Game Night, May 4th-Mother & Daughter Tea Party, July 20th-Back To School Giveaway, August 3rd-Teen Back To School Bash, September 21st-Childrens Back To School Bash). Any donations, or volunteers, will be greatly appreciated. They will get with the city about the Trunk or Treat and Christmas Parade.

Chief Strickland stated that the qualifying dates for him to put his name in the running for Sheriff of Treutlen County is before the next council meeting. The qualifying dates are March 4th-8th. Stated that if the council didn't want him to serve while he was running that he understood, and would do whatever they wanted. He intends to continue to provide the same service that he has for the last 4 years.

CM Fountain stated that he is very pleased with how visible the police have been recently. And suggested tilting the solar panel on the radar trailer to help with sun exposure.

Major Milton stated he had been scheduled to speak tonight to address issues going around Adrian, but he will wait until next month's meeting to address these matters.

Mr. Miller inquired if a decision had been made about body cams. **Chief Strickland** advised that they had already been received, and they are being used.

Mayor Smith advised Chief Strickland to get with Maintenance Department about installing speed bumps. Locations discussed: Baptist Church, Nora, Waterbury, and Beasley. The council discussed putting speed bumps on Crooked Run, but decided not to since it is in the county.

- (D) **Safety Department – CM S Hutchinson** stated she received confirmation that city will be reimbursed for the equipment purchased for the Safety Grant. She is proud how the fire fighters are doing, and is proud of the way they conducted themselves on Saturday during the boot drive. If the fire department needs anything, just left her know.
- (E) **Recreation Department - CM Love** advised that BINGO has been moved back to the third Thursday of the month. They are planning to have a spring break, hotdog fun day, at the park. She is checking schedules with schools to determine a date, but it will be held on a Saturday. The guys will be coming back to finish painting the concrete and round planters for flowers. They will also reinstall the animals that have been repainted.

(2) Council Members:

- (A) **Suzanne Hutchinson** – Stated festivities will be held on July 4th, and stated that the committee probably needs to meet the end of April/beginning of May. Stated she has already contacted the DOT and Shriners.

(B) **Michelle Love** – Nothing to Report

(C) **Orweco Hutchinson** – Nothing to Report

(D) **Robert Fountain Jr.** – The fire department is going through an adjustment period, but he has full confidence that they will make it through this period as a team. We have good, and dedicated, city employees. Everybody's job is important.

(3) **Mayor – Wynola Smith** – Can't say enough about the people working toward positivity in Adrian. We enjoy doing what we do, and if there is anything we can do, let us know. We have made big strides in the things we have gotten done thus far.

XV. **Adjournment – CM O Hutchinson** made motion to adjourn at 7:24pm. Seconded by **CM Fountain**. All in favor.