

**MINUTES OF A CALLED MEETING
OF THE WOODBINE CITY COUNCIL
April 21, 2014
WOODBINE CITY HALL**

The called meeting of the Woodbine City Council held on April 21, 2014 was called to order at 6:30 p.m. by Mayor Steven Parrott, with the following Councilors present: Louise Mitchell, Robert Baird and C. C. Higginbotham, Jr. Councilors not present: Randy Bordelon. City officials present: City Administrator Sandra L. Rayson and Deputy City Clerk M. Lynn Courson. See sign-in sheet for others present.

The Pledge of Allegiance was led by Mayor Parrott.

The invocation was led by Mayor Parrott.

Mayor Parrott recognized Georgia Brown as the Woodbine Elementary School 5th Grade winner of the "If I were Mayor" Essay Contest. Ms. Brown was presented with a prize package for her winning entry which included ideas for dog training opportunities and turning an unused building into an activity center for adults and children.

Lauren Robesky, Economic Development Director with the Coastal Regional Commission, addressed the Council regarding an economic development plan for the City. She is currently reviewing the City's economic development documents and will meet with City Officials and Council to discuss their ideas on development of a plan.

Motion made by C. C. Higginbotham, Jr., seconded by Robert Baird, to approve the agenda as presented. The motion was unanimously approved and so declared by Mayor Parrott.

Public Works Director Everette Sapp addressed the Council regarding the Henjo sewer line/sewer tap. Woodard Construction has submitted a full quote for installation of an 8" sewer line from the pump station at the Street/Solid Waste Department past the Henning property to the City's 13 acre lot at a depth of 16 feet. Mr. Sapp's original estimate considered a depth of 8 feet which would not be able to service past the City's 13 acre lot. Public Works would not be able to maintain a line at the 16 foot depth, but there are other lines in the City that are deeper than 20 feet. These require outside contractors to do any required maintenance work. Council agreed that this project should be put in at the 16 foot depth to be available for future expansion of the system. Mr. Henning stated that he wanted the City to waive \$2,000.00 of his \$4,000.00 tap fee. Mr. Sapp stated that the City will install an automatic flushing valve to keep the chlorine residual up on the water line and operate the pump station to avoid dry line issues. Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to install the 8" line on the Henning/City's property at a depth of 16 feet in accordance with the \$27,700.00 proposal from Woodard Construction Company and G. Ben Turnipseed Engineering. In addition, staff is to negotiate the easement agreement and final tap fee discount amount with Mr. Henning. Should they not be able to reach an agreement with Mr. Henning, the matter will be resubmitted to the Council for action.

Motion made by C. C. Higginbotham, Jr., seconded by Robert Baird, to approve the Priority List of Items to be Purchased from Unallocated U.S.D.A. Funds from the Treatment Plant & Sewer System Enhancement Project as follows:

Renovation to Existing Control Building Exterior	\$ 4,055
Grit system Control Panel	\$ 8,900
Henjo Sewer Line	\$ 32,160
Grit Classifier	\$127,365
Backhoe	\$126,192
Service Vehicle	\$ 53,004
Automatic Samplers (2)	<u>\$ 12,000</u>
	\$363,676

David Amos addressed the Council regarding the following bids received on the DNR Recreational Trail Grant Project Comfort Stations:

JIT Construction, Inc. - \$88,712.00
A & M Builders and Erectors, Inc. - \$90,530.00

Mr. Amos advised that even though it seems the two comfort stations should cost less than the bids received, they are located so far apart from each other on the site and are smaller buildings, that it is hard to achieve any economy in the bids. However, he has concerns that there are large discrepancies in several line item bid totals. Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to allow David Amos to meet with each contractor to discuss their bids. He will bring a bid award recommendation to the 5/5/14 City Council Meeting. The motion was unanimously approved and so declared by Mayor Parrott.

Bill Gross on behalf of the Leadership Georgia 2014 Class has sent a letter requesting the City of Woodbine assist with hosting the group coming to Camden County on May 9th with a donation of \$1,000.00 and 5 members of the City's leadership in attendance at the event. The Council declined to participate in the project by donation or attendance at the event due to budget constraints and schedule conflicts.

Public Comments:

David Cottle asked about the status of his tree removal request from last meeting.

Scott Henning asked if the architect for the DNR Recreational Trail Grant Project had put together a project cost estimate prior to bidding the project. Mayor stated that we did not have a detailed estimate.

Ms. Rayson provided the Council with copies of an email sent to City Hall by Janet Heath prior to the meeting regarding her request to have two public comment opportunities at City Council Meetings. After some discussion, the Council agreed to add a second public comment

period on future agendas. Mayor Parrott asked staff to place a notice at the sign-in table and in the agenda book stating what type of issues are appropriate to be brought to the Council under Public Comments and what issues are more appropriately handled by City staff.

The meeting adjourned at 7:55 p.m.

Attest: _____
Sandra L. Rayson
City Clerk

Steven L. Parrott
Mayor