

OFFICIAL MINUTES
COMMISSION OF THE CITY OF BRUNSWICK, GEORGIA
REGULAR SCHEDULED MEETING
WEDNESDAY, FEBRUARY 1, 2017
OLD CITY HALL
1229 NEWCASTLE STREET, 2ND FLOOR

PRESENT: Honorable Mayor Cornell Harvey, Mayor Pro-Tem Julie Martin, Commissioner John Cason III, Commissioner Felicia Harris and Commissioner Vincent Williams

CALL TO ORDER: Mayor Cornell Harvey

INVOCATION: Commissioner Williams

PLEDGE ALLEGIANCE: Recited by all in attendance

ADDENDUM TO AGENDA

**

Mayor Pro-Tem Martin made a motion to add under the consent agenda as item number 2a "Consider Approval of 2015-2019 Consolidated Plan, 2015 Annual Action Plan and 2016 Annual Plan Amendments for Demolition and Reallocation of Funds"; seconded by Commissioner Harris. Motion passed unanimously by a vote of 5 to 0.

**

CONSENT AGENDA

1. Consider Approval of January 18, 2017 Regular Scheduled Meeting Minutes. *(subject to any necessary changes.) (N. Atkinson)*

Commissioner Williams made a motion approving the above-referenced minutes; seconded by Commissioner Harris. Motion passed unanimously by a vote of 5 to 0.

2. Consider Approval of Architectural Services Contract with Gunn Meyerhoff Shay. *(J. Hunter)*

Mayor Pro-Tem Martin made a motion to approve the above-referenced contract; subject to City Attorney Corry's revisions of incorporating the amendments specific to the Oglethorpe Conference facility Request for Qualifications, that it be project specific; seconded by Commissioner Williams. Motion passed by a vote of 4 to 1; with Commissioner Cason opposing.

2a *Consider Approval of 2015-2019 Consolidated Plan, 2015 Annual Action Plan and 2016 Annual Plan Amendments for Demolition and Reallocation of Funds. (S. Lewis)*

Commissioner Williams made a motion approving the above-referenced 2015-2019 Consolidated Plan, 2015 Annual Action Plan and 2016 Annual Plan Amendments and have same transmitted to U.S. Department of Housing and Urban Development; seconded by Mayor Pro-Tem Martin. Motion passed unanimously by a vote of 5 to 0.

CONSENT AGENDA - Finance

3. Consider Approval of Financial Reports as of December 31, 2016 *(K. Mills)*

Commissioner Williams made a motion to approve the above-referenced reports as submitted; seconded by Commissioner Harris. Motion passed unanimously by a vote of 5 to 0.

Finance Director Mills was instructed to provide Commission with an itemize list of all contracts paid out.

APPOINTMENT(S)

4. SPLOST 2016 Citizens Oversight Committee Appointment – *(One Appointment)*

Commissioner Williams made a motion to defer the above-referenced committee appointment until the February 15, 2017 commission meeting; seconded by Commissioner Harris. Motion passed by a vote of 4 to 1; with Commissioner Cason opposing.

City Clerk Atkinson was instructed to contact R. Andrew Turner to see if he would still like to be considered for appointment to the above-referenced committee.

Commission to email City Clerk Atkinson their candidate choice for the above-referenced committee by 5:00 p.m. on Tuesday, February 7, 2017.

UPDATE(S)

- 5. Kevin Jones, Chief of Police, to give an Update on 2016 Crime Statistics.
Update only; no action required.
- 6. Brenda White Daiss, Director of Planning and Codes, to give an Update on Liberty Roll-Off Conditional Use Permit Stipulations.

Mayor Pro-Tem Martin made a motion to extend the deadline of Liberty Roll-Off Conditional Use Permit for three months; until May 3, 2017 for completion of the earth berm, and sorting line; and update from staff regarding remaining stipulations at that time; seconded by Commissioner Harris. Motion passed unanimously by a vote of 5 to 0.

Director of Planning and Codes Daiss was instructed to make a physical visit to Liberty Roll-Off to check on the progress of the stipulations for the conditional use permit.

Mayor Harvey instructed City Attorney Corry to give an update on his discussion with Mr. Wainwright at the next Commission meeting.

ALCOHOL BEVERAGE LICENSE - (New) – (A. Armstrong)

- 7. Consider Approval of one (1) Alcohol Beverage License.

Name of Business	Owner/Mgr	Business Location	Comments
The Rose Vine, Inc.	Danielle Brazell ~ (Owner)	1602 Newcastle Street	Request to sell beer and wine. (Retail Sale)

Mayor Harvey opened the floor for anyone wanting to speak in favor or opposition of the above-referenced new alcohol beverage license.

No one came forth to address the Commission.

Commissioner Cason made a motion approving the new alcohol beverage license referenced-above; seconded by Mayor Pro-Tem Martin. Motion passed unanimously by a vote of 5 to 0.

CITY MANAGER’S ITEM(S)

- 8. Consider Options of Collecting Municipal Taxes and Assessments.

City Manager Drumm gave an overview of options the City could consider for collection of Municipal taxes and assessments.

Following discussion:

It was the consensus of the Commission to:

Move forward and negotiation with Tax Commissioner and seek option of bringing taxes in house by:

- Implement a RFP/ RFQ procedure for the option to bring tax collection in house.
- Enter into negotiation to determine final amount if City remains with Tax Commissioner to collect City taxes.
- The Two final numbers referenced-above to be brought before the Commission at the first meeting in March.

City Manager asked the City Attorney to look into the legality of the option of negotiating fees.

City Manager Drumm was instructed to find out the percentage of uncollected taxes.

Commissioner Cason stated staff should submit more detailed information in order for the Commission to make informed decisions.

City Manager Drumm was instructed to look at including an incentive fee for the collection of taxes.

9. Consider Confirmation of the City Manager Appointment of Consuella Caudill to the Position of Assistant City Manager.

Commissioner Cason made a motion to defer the above-referenced item until the February 15, 2017 commission meeting; seconded by Commissioner Williams. Motion passed unanimously by a vote of 5 to 0.

MAYOR HARVEY'S ITEM(S)

10. Update on the Brunswick-Glynn Joint Water and Sewer Commission.

Mayor Harvey reported that there was nothing to report at this time.

EXECUTIVE SESSION

Commissioner Williams made a motion to hold an executive session to discuss personnel; seconded by Mayor Pro-Tem Martin. Motion passed by a vote of 4 to 1; with Commissioner Cason opposing.

Following executive session:

Mayor Harvey announced no action was taken.

Commissioner Williams made a motion to adjourn; seconded by Commissioner Harris. Motion passed unanimously by a vote of 5 to 0.

MEETING ADJOURNED

/s/Cornell L. Harvey
Cornell L. Harvey, Mayor

Attest: /s/ Naomi D. Atkinson
Naomi D. Atkinson, City Clerk