

City of Coolidge  
Council Meeting  
Official Minutes

May 10, 2022  
6:30 P.M.

The City of Coolidge regularly scheduled Council Meeting was called to order by Mayor, Diane H. Causey at 6:30 P.M.

The Invocation and Pledge of Allegiance were led by Councilmember Adam Gilligan.

**Speaker Appearance:**

Approve April 12, 2022, Council Meeting Minutes:

Motion-Barlow; Second-Gilligan; Johnson-aye; Yarbrough-aye; Leger-aye  
Unanimously approved.

Approve April 18, 2022, Called Meeting Minutes:

Motion-Barlow; Second-Gilligan; Johnson-aye; Yarbrough-aye; Leger-aye  
Unanimously approved.

Approve April 19, 2022, Called Meeting Minutes:

Motion-Gilligan; Second-Barlow; Johnson-aye; Yarbrough-aye; Leger-aye  
Unanimously approved.

Speaker Appearances: None.

Approve Order of Agenda:

Motion-Barlow; Second-Leger; Gilligan-aye; Johnson-aye; Yarbrough-aye  
Unanimously approved.

Approve Bills to be paid:

Motion-Barlow; Second-Gilligan; Johnson-aye; Yarbrough-aye; Leger-aye  
Unanimously approved.

**Finance Department**

Approve write-offs of old Water bills: Bills over a year old.

Motion-Barlow; Second-Johnson; Gilligan-aye; Yarbrough-aye; Leger-aye  
Unanimously approved.

Approve District 10 GMA Officers:

Council voted to approve the nominees for the positions of President, First Vice President, and Second Vice President:

Motion-Yarbrough; Second-Johnson; Barlow-aye; Gilligan-aye; Leger-aye  
Unanimously approved.

There were two candidates running for Third Vice President, Demario Byrden and Chad Warbington. Council voted to approve Chad Warbington:

Motion-Gilligan; Second-Leger; Barlow-aye; Johnson-aye; Yarbrough-aye  
Unanimously approved.

There will be a Public Hearing for a Zoning Application on June 14, 2022, at 5:30 P.M. Janese Williams has filed an application and paid the fee to change the zoning from R2 to C2 for the property located at 4123 S. Pine Street. Mrs. Williams wants to open a business named "The Used Appliance Shop", and the reason for re-zoning is because retail sales is not allowed in R2, it must be zoned Commercial.

Mayor Causey gave a Tax Payment Update on collections received since turning over City of Coolidge delinquent property taxes to Penn Credit for collection. Penn Credit is a collection agency but does not report delinquent taxes to credit bureaus, so it does not go against the individual's credit report. We have been receiving a good response since Penn Credit has taken over collections.

Councilmember Johnson stated she thinks late notices should be sent to property owners with delinquent taxes before being turned over to another party for collection. The City of Coolidge has sent late notices in previous years with little to no response in comparison to the response we have received using Penn Credit. However, Mayor Causey stated that it may be a consideration in the future for upcoming taxes.

Again, the subject of setting up a partial payment plan for property taxes was brought up by Councilmember Leger. She has checked around with other surrounding cities to inquire if and how they go about doing this. City Attorney, Tommy Coleman discussed the legal aspects of the process, and Councilmember Leger asked Mr. Coleman if he could draft something to present to Council at the next Council meeting. He asked for a little time as his assistant is on vacation for a short time but said he would try to have something together by then.

Interim City Manager, Drew Campbell presented a Letter of Appreciation to Asst. City Clerk, Stephanie Mock for six (6) years of service to the City of Coolidge.

### **Police Department**

Chief Campbell gave the Chief's Report.

Councilmember Yarbrough asked if the old Police car (Ford Taurus) had been listed on GovDeals for sale. Interim City Manager/Police Chief Campbell answered yes, it has been listed and we have received no bids for it thus far. However, he stated there has been expressed interest by a law enforcement agency, and we will explore that avenue this coming week before listing it again on GovDeals.

Councilmember Leger asked how much it cost to list it each time with GovDeals. City Clerk, Lisa Sheffield answered that we do not pay anything up front to list an item for sale on GovDeals. GovDeals gets a percentage of the sale once it is sold but does not receive any money before a sale is made.

### **Public Works**

Approve estimate from H<sub>2</sub>O Techs, LLC, for \$5,995.00, for dialer alarm system for 319 lift station – (SPLOST qualified):

Motion-Yarbrough; Second-Barlow; Gilligan-aye; Johnson-aye; Leger-aye  
Unanimously approved.

Approve estimate for County work on ditches – No charge (In-kind work):

Motion-Barlow; Second-Gilligan; Johnson-aye; Yarbrough-aye; Leger-aye

Unanimously approved.

The annual Spring Clean-up Roll-off dumpster will be available on Zoe Avenue, May 20<sup>th</sup>-29<sup>th</sup>. Notice was placed on this month's Water bills.

The City was awarded a grant to be used for a Wastewater project. The first step in the process is for Engineering firms to submit proposals listing their qualifications, then the City will review and score them and choose which Engineering firm will be awarded the project. The cut-off for proposals is May 16<sup>th</sup>, at 4:00 P.M. Two firms have requested to address Council directly to present their qualifications. Once we receive all proposals submitted, we will set up a Workshop and let them know they are welcome to come and address Council at that time if they so desire. This is time sensitive, so we need to get everything done and in order and sent back to the grant administrator as quickly as possible in order to move forward with the project.

### **New Business**

Mayor Causey wanted to let Council know there will be a LOST Initial Renegotiation Meeting on May 19, 2022. City Attorney, Tommy Coleman had some information packets for Council and explained what LOST is and how it is distributed to County Municipalities.

Councilmember Leger stated that we need to have Agendas, Meeting Minutes, Ordinances, the City Charter, and all pertinent documents available to the public by having them uploaded onto our City Website. She mentioned also using a website called *Municode.com* that codifies legal documents for local governments to have the same documents uploaded for the public there as well. City Attorney, Tommy Coleman told Councilmember Leger that it had been decided in the past to not use *Municode.com* because of the extremely high cost for their services. He suggested that we could just upload everything to our City Website ourselves and have it available there for the public. City Clerk, Lisa Sheffield informed Council that our IT company, VC3, will upload anything we want on the website for us.

Councilmember Leger also brought up the possibility of having some type of shared drive tied in with City Hall where Council could have access to documents any time and gave the example of Council Members working together on a project being able to access the same documents. City Attorney, Tommy Coleman stated that you certainly could do that if you found a way, he does not know of any other Municipality that does that, but warned to be careful of legal issues that could come up as any communication between Council Members would be open record.

Georgia Cities Week was this past April 24<sup>th</sup>-30<sup>th</sup>. We missed the Georgia Small Cities Conference.

Councilmember Leger stated she thinks it would be a good idea for Council Members to attend as many training classes offered by GMA as possible to be informed and educated on various aspects of City government.

Public Works Week is May 15<sup>th</sup>-21<sup>st</sup>. Councilmember Leger would like to do more to promote what we do as a City and what our Public Works Department is doing for the City and its citizens. She feels that a lot of people are not aware of how we are utilizing the recent grant we were awarded and the work being done for the City by the Public Works Department.

Councilmember Leger stated again she would like for the City to have an official Social Media page to keep citizens informed about what is going on in the city and projects we are working on. She would like us to draft a Social Media Policy and make a goal deadline of when we will have a Facebook page or Instagram page set up.

Mayor Causey stated she received a reminder from GMA that there will be a webinar tomorrow from 10:00-11:30 A.M. sharing the “do’s” and “don’ts” for municipalities involved in Social Media. She suggested it would be a good thing to participate in that so we know exactly what all is involved and what you can and cannot do and give us some direction on the subject. Councilmember Barlow suggested checking that out and then Council re-address the subject at a later date.

Council discussed the City Website earlier and making sure Agendas, Meeting Minutes, etc. are posted on the website for the public to access. Councilmember Leger inquired as to who updates our Website and was told by Interim City Manager, Drew Campbell that our IT company, VC3, updates the website for us as part of their duties.

Materials Schedule was on the Agenda but was not discussed.

Councilmember Leger inquired about Council having email accounts set up for them on coolidgega.com. City Clerk, Lisa Sheffield informed Councilmember Leger that VC3 will provide additional email accounts on coolidgega.com, but they will charge a fee to do so beyond the initial accounts they have already set up for us. The fee would be \$9.00-10.00/month for each additional individual email account, which would mean an additional cost to the City.

Councilmember Linda Smith submitted a Letter of Resignation from Council. Council voted to accept her Letter of Resignation:

Motion-Yarbrough; Second-Johnson; Barlow-aye; Gilligan-aye; Leger-aye  
Unanimously approved.

Adopt Resolution for Special Election for Council Vacancy – Election will be held November 8, 2022, 7:00 A.M.-7:00 P.M.:

Motion-Yarbrough; Second-Leger; Barlow-aye; Gilligan-aye; Johnson-aye  
Unanimously approved.

### **Old Business**

Council discussed the current situation with the Methodist Church repairs. Before starting the project, Council had two options – to do the repairs all at once or to do it in phases, and Council chose the latter. Some work has been done already, but there is more work to be done before it is completed and can be utilized.

Mayor Causey asked City Attorney, Tommy Coleman if any of the renovations to the church itself would fall under the Hotel/Motel category. He answered that if you use it for any reason to increase tourism, it does qualify for Hotel/Motel funds.

Mayor Causey suggested doing a walk-through of the building itself to determine what still needs to be addressed and then bring it back to Council. Councilmember Yarbrough stated that we have already had the outside of the church painted, replaced the windows, and repaired the doors. We also had the contractor check the flooring while they were there, and he stated he thought the flooring was good.

Councilmember Yarbrough stated that the next steps in renovating the church would be to make the entrance and the bathroom handicap-accessible.

Mayor Causey stated we had received an estimate from Lyndall Knight with Thomas County several years ago to repair the church and suggested we contact them again to give us a new estimate.

**Public Comment**

Melissa (Harper) Johnson wanted to ask how many Council Members pay taxes to the City of Coolidge. The answer is Mayor Causey, Councilmember Johnson, Councilmember Yarbrough, and Councilmember Leger.

**Executive Session**

At this time, the public was asked to leave the Council Room in order for Council to go into Executive Session.

**Motion to Enter Executive Session for Litigation and Personnel:**

**Motion-Yarbrough; Second-Gilligan; Barlow-aye; Johnson-aye; Leger-aye  
Unanimously approved.**

O.C.G.A. § 50-14-4(b) provides as follows:

When any meeting of an agency is closed to the public pursuant to subsection (a) of this Code section, the person presiding over such meeting or, if the agency's policy so provides, each member of the governing body of the agency attending such meeting, shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting, or the closed portion thereof, was devoted to matters within the exception by law and identifying the specific relevant exception.

The subject matter of said meeting, or the closed portion thereof, was devoted to matters within exceptions to public disclosure provided by law. Those specific relevant exception are identified as follows. The only matter(s) considered or discussed during the closed portion or executive session of the meeting is/are:

(F.) Meeting to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee as provided in Georgia Code section 50-14-3(b)(2).

(H.) Pursuant to the attorney-client privilege and as provided by Georgia Code section 50-14-2(1), a meeting otherwise required to be open was closed to the public in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial action brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved and the matter discussed was potential litigation.

Council addressed and discussed the relevant subject matter.

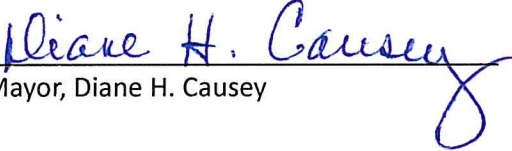
**Motion to Exit Executive Session:**

**Motion-Yarbrough; Second-Barlow; Gilligan-aye; Johnson-aye; Leger-aye  
Unanimously approved.**

**Adjourn**

Motion to adjourn:

Motion-Barlow; Second-Gilligan; Johnson-aye; Yarbrough-aye; Leger-aye  
Unanimously approved.

  
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Mayor, Diane H. Causey

  
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Asst. City Clerk, Stephanie Mock

**Present**

Council Member Barlow  
Council Member Gilligan  
Council Member Johnson  
Council Member Yarbrough  
Council Member Leger  
City Attorney, Tommy Coleman

**Absent**