

**OFFICIAL MINUTES
COMMISSION OF THE CITY OF BRUNSWICK, GEORGIA
REGULAR MEETING
7:00 P.M., AUGUST 18, 1999**

PRESENT: His Honor Mayor Bradford S. Brown, Commissioners Roosevelt Lawrence, Harold E. Jennings, Jonathan Williams and Doris A. Davis.

ALSO PRESENT: City Manager, Roosevelt Harris, Jr., City Attorney, M. Lynn Frey, III, Human Resources Director, Bonnie Dvorak, Director of Finance, Rick Drummond, and City Clerk, Georgia E. Marion.

INVOCATION: Commissioner Jonathan Williams gave the invocation.

PLEDGE OF ALLEGIANCE: The Pledge of allegiance was recited by everyone in attendance.

APPROVAL OF MINUTES

Commissioner Lawrence made the motion and Commissioner Davis seconded the motion approving the minutes of the meeting of August 4, 1999. The motion carried.

PUBLIC HEARING

The City Manager reported that the fiscal year 1999-2000 Budget is completed and balanced.

The Director of Finance discussed the FY 1999-2000 Budget. The following amounts were submitted for the 1999-2000 Budget:

General Fund	13,300,292.00
Community Development	1,389,398.00
Water/Wastewater	<u>8,913,193.00</u>
Total Budget	23,602,883.00

The Director of Finance pointed out that the City is holding a Public Hearing to discuss the FY 1999-2000 Budget. He stated that the City had no increase in fees or the milage rate.

Mayor Brown asked if there were any comments from citizens.

The City Manager announced that citizens stopped by to pick up the proposed budget.

Mayor Brown commended the Commission and everyone who spent some time working on the budget.

Human Resources Director, Bonnie Dvorak stated that every employee was asked to submit a job description and a survey was conducted with communities the size of the City of Brunswick. The mission is to pay an equitable salary to each employee in the City of Brunswick. She stated that the City of Brunswick was behind the market in pay twenty five percent to thirty percent, she stated that the City have a five year plan which will adjust entry level salaries six percent to seven percent until every employee is at market rate. She stated that the Clerk Cashiers are the lowest paid and their job title would be changed to Customer Service Representative with a higher pay grade. She also stated that Laborers titles would be changed to Maintenance workers with a higher pay grade. She pointed out that these are the first steps to correcting the pay changes.

The Human Resources Director stated that review and evaluation changes will also be made.

Commissioner Lawrence questioned the population of the Cities that were used to conduct the survey.

The Human Resources Director stated that the population of the Cities were 18,000 and above.

Commissioner Lawrence questioned whether these Cities that were surveyed had any other revenues coming in.

The Human Resources Director stated that she did not conduct a survey on that information.

Commissioner Jennings stated that he would recommend a pay raise according to the rate of the consumer price range.

The City Manager submitted adjustment in the amount of \$347,579.00 for all City employees.

Commissioner Williams stated that this is progress and the information presented should be recorded in writing as a part of the budget process. Commissioner Williams stated that the Commission would be asking for trouble if someone's friend would be paid a higher salary.

The City Manager pointed out that a recommendation could have been made for each employee to receive a five percent increase, but that kind of increase would not benefit anyone else at all.

Commissioner Lawrence stated that the Commission will take the budget under advisement and adopt it next week.

Commissioner Davis made the motion and Commissioner Lawrence seconded the motion to hold a Special Called Meeting on Friday August 27th at 3:00 P.M. The motion carried.

DELEGATES

Charles NeSmith announced that Bryan Thompson was selected as the new main Main Street Director. Mr. NeSmith stated that Bryan Thompson was the manager of the Ritz Theatre and Mary Ross Waterfront Park for Golden Isles Arts and Humanity.

Bryan Thompson told the Commission that he was pleased to have the job as Main Street Director.

Mr. NeSmith mentioned that an assistant for the Director of Main Street will be hired by the Downtown Development Authority.

HABITAT FOR HUMANITY

Linda Combs appeared before the Commission to request permission to purchase a lot at 606 Oglethrope Street to construct a Habitat home.

The City Attorney advised the Commission concerning advertising the property located at 606 Oglethrope Street for bids. He stated that the City may advertise this property if the City do not have any other use for the property.

Commissioner Jennings made the motion and Commissioner Davis seconded the motion to advertise the property located at 606 Oglethrope Street to the highest bidder. The motion carried.

John Green a resident of 614 Oglethrope stated that he was concerned about a large oak tree between the property located at 606 Oglethrope Street. He pointed out that there was no where to park at his resident. He stated that he was also interested in purchasing the property next door for parking his vehicles.

The City Attorney stated that the City should look closely at encroachments.

Commissioner Lawrence questioned whether the lot size at 606 Oglethrope Street is sufficient to build on. He pointed out that the building Inspector must allow persons to build on their lot and not just Habitat. He requested that the City Manager check to be sure what size lots citizens can build on in the City of Brunswick.

The City Manager pointed out that the City put in place an Urban Redevelopment Plan and the Commission approved the use of 45 X 90 lots.

APPROVAL

Multipurpose Center's Title III Contract

The City Manager submitted the following Title III Contract for Adult Day Care and Congregate Meals in the amount of \$107,904.00:

Service	Fund Source	Total Amount	Federal	State	Local Match
Adult Day Care	SSBG		\$14,980	\$5,617	\$2,809
	CBS			\$32,753	

		\$56,159			
Congregate Meals	T3C1		\$43,983	\$2,587	\$5,175
		\$51,745			
Total Contract Award		\$107,904	\$58,963	\$40,957	\$7,984

Commissioner Lawrence moved and Commissioner Jennings seconded the motion approving the Multipurpose Center Title III contract in the amount of \$107,904.00. The motion carried.

Bid recommendation on re-roofing the Water and Wastewater Treatment Plant.

The following bids were submitted for re-roofing the Wastewater Treatment Plant:

Delta Metals P.O. Box 1706 Savannah, GA 31402	Submitted bid bond 5%.	\$58,630.00
A to Z Coatings 8 BN Coastal Hwy Port Wentworth, GA 31407		\$102,000.00
Faith Roofing 2369 Mount Olive Church Rd. Fleming, GA 31309		\$125,877.00

Commissioner Lawrence made the motion and Commissioner Jennings seconded the motion accepting the low bid of Delta Metals in the amount of \$58,630.00. The motion carried.

Gary Nevill, Shupe Surveying Company, requesting permission to subdivide Dr. Disque's Animal Clinic lot, located at 9 Glynn Avenue.

Gary Nevill representing Shupe Surveying Company appeared before the Commission to request the subdividing of lot No. 7 Dart Tract into two lots located at 9 Glynn Avenue owned by Dr. William E. Disque.

Commissioner Williams made the motion and Commissioner Jennings seconded the motion approving the subdividing of lot No. 7 Dart Tract into two lots located at 9 Glynn Avenue. The motion carried.

APPOINTMENTS

The Census 2000 Complete Count Committee

Mayor Brown appointed the following citizens to serve on the Census 2000 Complete Count Committee:

Neva Atwood
Juan Goodman
Woody Woodside
L. E. Lewis

Commissioner Williams appointed the following citizens to serve on the Census 2000 Complete Count Committee:

Martha Johnson
Maureen Arnold

The City Manager recommended appointing Dixville Coalition members to serve on the Census 2000 Complete Count Committee.

Commissioner Lawrence instructed the City Clerk to advertise the upcoming appointments on the Census 2000 Complete Count Committee.

CITY ATTORNEY'S ITEMS

Amendment to the Alcoholic Beverage License Ordinance.

Commissioner Lawrence questioned the measurements that will be required for an alcoholic beverage license. He stated that the measurements should be taken from front door to front door instead of property line to property line.

The City Manager explained the State Law which requires measurements from churches, schools, and alcohol treatment centers.

Commissioner Lawrence made the motion and Commissioner Jennings seconded the motion changing the measurements from front door to front door in the alcoholic beverage license ordinance.

AN ORDINANCE TO AMEND CHAPTER 3, ARTICLE II OF THE MUNICIPAL CODE OF THE CITY OF BRUNSWICK SO AS TO PROVIDE MINIMUM DISTANCES BETWEEN "ON PREMISES" CONSUMPTION ALCOHOLIC BEVERAGE RETAILERS AND CHURCHES, RESIDENCES, SCHOOLS AND COLLEGES; SO AS TO PROVIDE FOR A METHOD OF MEASUREMENT FOR SAID DISTANCES; TO PROVIDE FOR ILLUSTRATIVE DIAGRAMS OF PROPOSED ALCOHOLIC BEVERAGE LICENSED LOCATIONS TO BE PREPARED BY THE BRUNSWICK POLICE DEPARTMENT; TO PROVIDE FOR PUBLIC ADVERTISING IN ADVANCE OF CITY COMMISSION CONSIDERATION OF ALL APPLICATIONS FOR NEW ALCOHOLIC BEVERAGE LICENSES; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL CONFLICTING ORDINANCE PROVISIONS; AND FOR OTHER PURPOSES.

BE IT ORDAINED BY THE MAYOR AND COMMISSION OF THE CITY OF BRUNSWICK:

SECTION ONE Chapter 3, Article II of the Municipal Code of Brunswick is hereby amended by striking in its entirety Section 3-37 (d) and substituting in lieu thereof a new subsection (d) which shall provide as follows:

"(d) A sketch or diagram drawn to rough scale shall be prepared by the City Marshall or his designee for consideration of the City Commission with regard to each initial application, showing all churches, colleges, residences, schools, and

alcoholic treatment centers within 750 feet of any portion of the proposed licensed premises and the distance between property lines of the proposed place of business and the property lines of schools, colleges, churches, alcoholic treatment centers and residences within 750 feet of the proposed place of business. Said diagram shall illustrate the application of minimum distances in accordance with the manner of measurement provided for by state law. The applicant may, at applicant's expense, submit his or her own diagram for consideration by the City Marshall."

SECTION TWO Chapter 3, Article II of the Municipal Code of the City of Brunswick is hereby amended by adding the following new subsection (e) to Section 3-39:

"(e) Public notice of all proposed new alcoholic beverage licenses shall be give by publication, at least once during each of the two seven day periods immediately preceding the City Commission meeting at which the application of a new license is first to be considered, of a notice containing the name of the proposed business, the name of the applicant, the location (address) of the proposed place of business and the nature of the alcoholic beverages license sought"

SECTION THREE Chapter 3, Article II of the Municipal Code of the City of Brunswick is hereby amended by adding the following subjection (6) to Section 3-40:

"(6) No new license will be issued for retail sale of any alcoholic beverages for consumption on premises where the applicant's proposed place of business is within 200 yards (600 feet) of any school, church, residence, or any alcoholic treatment center owned and operated by the State of Georgia, Glynn County or the City of Brunswick. In instances where such church, school, or college is in a location zoned commercial of industrial (i.e., OC office commercial, LC local commercial, GC commercial, GC core, general core commercial, HC highway commercial, BI basic industrial, or GI general industrial), and has been in such location less than three years, then the minimum distance shall be 100 yards (300 feet) rather than 200 yards (600 feet); if the church, school or college has been in such location three years or more, then the 200 yard minimum distance shall apply. For purposes of this subsection [i.e., 3-400-(6)], the distance shall be measured in accordance with general Georgia statute and administrative regulations for determining such distances. This subsection [i.e. 3-40-(6)] shall not apply to renewals of existing licenses, nor to applications for on-premises consumption retail licenses at locations which have been the location of an alcoholic beverage retail license at any time during the three years period prior to the date the new application is made."

SECTION FOUR All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

SECTUIB FIVE This Ordinance shall be effective upon its adoption by the City Commission of the City of Brunswick and shall apply to new alcoholic beverage license applications made thereafter (not to those pending at the time of adoption of this ordinance).

Notice of Intent published: August 31, 1999.

Adopted this 1st day of September, 1999.

/s/ BRADFORD S. BROWN

Bradford S. Brown
Mayor, City of Brunswick, Georgia

ATTEST:

/s/ GEORGIA E. MARION

Georgia E. Marion, City Clerk

Amendments to the Industrial Pre-treatment Ordinance

The City Attorney suggested tightening up the enforcement and go a contract system.

The City Attorney was instructed to revise the Water & Wastewater Ordinance.

CITY CLERK'S ITEMS

Petition received from Alma Leonia Rauber to return for resale, section 6, Spaces A, B, C & D of lot No. 4 in East Palmetto Cemetery. Original deed was returned.

Commissioner Davis made the motion and Commissioner Jennings seconded the motion approving the cemetery petition. The motion carried.

MAYORS CONSOLIDATED BANKING ITEM

Mayor Brown recommended that the City bid out banking services. He mentioned that the Glynn County Commission and the School Board bid out their banking services. He asked that the Commission rebid the banking services every three years.

Commissioner Williams stated that the present system leads to late banking and anything that will help speed up the banking process will make banking easier for the City.

Commissioner Lawrence asked if bidding the banking services would be a conflict of interest.

Mayor Brown stated that he would abstain from voting on the banking services.

Mayor Brown requested that the Director of Finance be present at the next meeting to discuss the bid proposals.

