

**OFFICIAL MINUTES
COMMISSION OF THE CITY OF BRUNSWICK, GEORGIA
REGULAR MEETING
7:00 A.M., AUGUST 16, 2000**

PRESENT: His Honor Mayor Bradford S. Brown, Commissioner Roosevelt Lawrence, Harold E. Jennings, and Jonathan Williams.

ABSENT: Mayor Pro-Tem Doris A. Davis.

INVOCATION: Commissioner Williams gave the invocation.

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

APPROVAL OF MINUTES: Commissioner Williams made the motion and Commissioner Lawrence seconded the motion approving the minutes of the called meeting minutes of July 5, 2000 and July 27, 2000 and to defer the minutes of the regular meeting of August 2, 2000. The motion carried.

APPROVALS:

Annual City / County Public Auction.

The Director of Finance stated that the City has been invited to join in the annual City/County Public Auction to be held in October. The Director of Finance reported that the City has participated with the County for several years and has been successful. The City did not participate last year because of the timing. The City has quite a bit of vehicles and equipment that can be declared surplus and sold at the auction. In the past the City normally generates between fifteen and twenty thousand dollars.

The Director of Finance requested that the Commission give their blessing and approval for him to start working on a list that could be declared surplus and sold at the upcoming auction.

Mayor Brown asked if there is enough time for Public Works to clean out the Glynn Peyton Building and submit those items to be auctioned off in October.

The City Manager stated that a lot of those items will be submitted from the Glynn Peyton Building, and declared surplus.

Mayor Brown requested that a list of the surplus items be submitted for approval before the date of the auction.

The Director of Finance stated that he would submit the final list of surplus items for approval at the next Commission meeting.

Commissioner Lawrence made the motion and Commissioner Williams seconded the motion authorizing the Director of Finance to prepare a list of surplus items for The Joint City/County Auction. The motion passed.

Increase in Funds for Group Health Insurance.

The Human Resources Director reported that the Commission held a work session and requested that a research be conducted on what communities' budgets for health care premiums and what each organization charges for dependant coverage.

The Human Director reported that the City of Brunswick budgets \$135.00 per employee as a contribution into the group health account.

- 1) Americus, Georgia contributes \$221.00 per employee
- 2) Glynn County contributes \$333.00 per employee
- 3) Waycross contributes \$237.50 per employee
- 4) Gainesville contributes \$185.00 per month per employee
- 5) St. Mary's is shared and the employee pays part of the premium
- 6) Jekyll Island Authority is shared by the employee and state and it is a percentage of gross pay
- 7) Hinesville have four different tiers they contribute \$105.00 per single employee and up to \$358.00 per employee plus family
- 8) Valdosta contributes \$166.00 per month

She explained that Waycross and Valdosta loaded their health care program with wellness on the front end. She pointed out that they required each employee to have an annual physical and they pay for it. Valdosta employees who do not get a physical their health insurance coverage is sixty-five percent instead of eighty percent. She stated that the City of Brunswick discussed using strong measures to help push their wellness program.

The Human Resources Director stated that employees with dependant coverage are being asked to pay \$130.00 per month. She stated that other cities ask employees to pay the following amounts:

- 1) Kingsland \$187.00
- 2) Americus \$335.00
- 3) Glynn County \$140.00
- 4) Waycross \$260.00
- 5) Gainesville \$255.00
- 6) Jekyll Island Authority \$132.00
- 7) Hinesville \$179.00

She stated that the City of Brunswick is under funding of the Group Health Insurance Plan and suggested that the City contribute more and employees contribute more.

Commissioner Lawrence asked the Director of Human Resources if the number of employees in the other cities health plan match the number of employees in the City of Brunswick health plan. He felt like the number of employees calculates some of the cost in the health care plan, which allows the premiums to go down.

The Director of Human Resources stated that other cities were not asked the total number of employees that participated in the health care plan.

Commissioner Jennings asked the amount other City employees pay for insurance coverage. The Human Resources Director stated that the employees pay a portion of their individual coverage per month.

- 1) St Mary's employees pay \$28.00 per month
- 2) Waycross employees pay \$69.00 per month
- 3) Hinesville employees pay \$52.00 per month
- 4) Jekyll Island Authority employees pay a portion depending on employees' gross pay.

Commissioner Williams pointed out that family coverage is much higher than single employee coverage.

Commissioner Jennings asked the Human Resources Director if the City could join in with another group to make the premiums cheaper. The Human Resources Director stated that the City of Brunswick explored joining Glynn County and the City's premiums are cheaper than Glynn County and joining would not benefit the City of Brunswick.

The Human Resources Director mentioned that the Chamber of Commerce formed some coalitions for small businesses and the City could explore that further. She stated that Glynn County would be the obvious partner for the City because of the similarities and right now as she stated earlier it would increase the City's cost.

The Human Resources Director stated that the Director of Finance would make a recommendation for the Health Care Plan. She pointed out that almost everyone is experiencing increases in health care cost.

Commissioner Lawrence mentioned that the City of Brunswick may have eighty people in their program and other cities may have one hundred and thirty-five that would make a difference in the cost of premiums.

Commissioner Lawrence suggested that the staff should go back and express to all employees the importance of the health insurance plan and maybe employees will want to join the program and this will help premiums go down.

The Human Resources Director suggested that the City require every employee to take a physical. She mentioned that the wellness care benefits have been changed from \$100.00 to \$150.00. She mentioned having a health fair in the fall.

The Director of Finance stated that this is a follow-up of the work session and recommended that the City increase the health care premiums for family coverage by \$20.00 per month. He mentioned that the City is continuing to pay claims even today outside of what funds the City is depositing in the bank. He felt like the City should try and place more money into the health insurance account. He recommended increasing family coverage from \$130.00 to \$150.00 and make the increase effective on October 1st. He stated that this would give the City enough time to educate the employees. He also agreed with the wellness program and pointed out that the City should do a better job with employees to bring the health care claims down. He discussed the increase of \$200,000.00 in claims and suggested ways to bring the cost down.

Commissioner Jennings suggested using an award type program for employees who do not visit the doctor.

The Human Resources Director explained the danger of employees not receiving wellness care. She suggested using a strong incentive to require employees to have a physical every year and educate them on doing a better job of taking care of themselves.

Commissioner Lawrence recalled asking in the very beginning for staff to put out some kind of brochure inviting employees to join the health care plan and inform the Commission and submit statistics on employees who joined the program. Commissioner Lawrence stated that what he is hearing today is that this has not been done.

The Director of Human Resources recalled that she remembered what the Commission discussed in the work session and pointed out that she could not force employees to health care program.

Commissioner Lawrence reiterated that a request was made to put out brochures inviting employees to join the health care program to help lower the cost.

The Director of Human Resources stated that brochures were not put out inviting employees to join the health care plan.

Commissioner Williams discussed the importance of the wellness program and the health insurance plan.

Commissioner Lawrence told the City Manager from now on when staff is instructed to research and bring back their findings to the Commission then he expects for that to happen.

The City Manager asked Commissioner Lawrence if he wanted to set a time limit. The City Manager apologized for not having done what was requested at the work session.

The City Manager explained that staff is educating employees everyday. He stated that the City is doing something now which should have been done 5 or 10 years ago and the City will probably be able to save some money in fact if the City has done this years ago the City would not be here now trying to get where they should have been a long time ago. He agreed that there needs to be education and the City intends to educate the employees.

Commissioner Williams made the motion and Commissioner Lawrence seconded the motion approving the increase of \$20.00 to the employees family coverage and with the understanding that research will be done and submitted in 30 days concerning physicals for employees, educating employees and participating with other communities in the health care program. The motion passed.

Lease site for Cellular Communications Tower for Cellular Realty Advisors.

Wayne Roberts appeared before the Commission to request a site of 100 feet by 100 feet for constructing a tower at the old oxidation pond located west of Altama Avenue for use of PSC Sprint.

Mr. Roberts requested a twenty-five year lease with renewal every five years with payments of \$1000.00 per month with 15% increase every five years. He requested to work with the City Attorney to finalize the agreement.

The City Attorney stated it is City owned property, but is not located in the City it is actually off of Altama, which is west of Altama.

Commissioner Lawrence asked what the City is using the property for now.

The City manager stated that it was used as an old oxidation pond.

Commissioner Lawrence stated that Mr. Roberts was making suggestions on what the lease should be, but at this point the City Attorney is working with this and will bring back to the Commission the best figures. He stated that the City must be protected.

Mr. Roberts stated that he did speak with the City Attorney and was told that there would be no liability issues at all.

The City Attorney stated that the person leasing the property would have to hold the City harmless in the event that there are any problems and also to name the City as an additional issuer under their liability insurance coverage. He pointed out that other provisions of the lease should be looked at and arrangements for a tower be coordinated with Glynn County.

Commissioner Lawrence made a motion to table this until the City Attorney can research it thoroughly.

Mayor Brown stated that this property that is in question when the Commission had a meeting several months ago with the County he believed that the County proposed this property be turned into a park for the residents in that neighborhood. He stated that he was strongly opposed to the City allowing anyone to go into a residential neighborhood and putting u a tower of this nature this will be completely surrounded by houses. He stated that he would not want a tower in his neighborhood and wouldn't expect anyone else to want one in his or her neighborhood.

Mayor Brown stated that the Commission can table this to allow the City Attorney to look further into it, but he would rather the Commission recommend that this not be pursued because of the location in a residential neighborhood.

Commissioner Lawrence made the motion to table the issue until the City Attorney can thoroughly research the location. Commissioner Williams seconded the motion. The motion passed.

Supporting the 203(K) program, a Federal Housing Administration Mortgage Insurance Program.

Velmon Allen appeared before the Commission requesting a letter of support from the Commission for the Southeast Georgia Community Development 203(K) Mortgage insurance program.

Mrs. Allen stated that the organization has completed housing projects within the Coastal area in the past five years. Projects have included the construction and the rehabilitation of homes. The target area for this program is between Lee and Gordon Streets.

The City Manager pointed out that they would be using Community Development Block Grant funds to help out with this program.

Commissioner Lawrence made the motion and Commissioner Williams seconded the motion granting a resolution in support of Southeast Georgia Community Development Corporation housing efforts to enhance opportunities for obtaining financing and other potential funding under the 203(K) program. The motion passed.

RESOLUTION

WHEREAS, the City of Brunswick encourages and supports the development and redevelopment of affordable housing throughout the City; and

WHEREAS, the City of Brunswick desires to upgrade the existing housing stock and the quality of life conditions in its residential neighborhoods; and

WHEREAS, Section 203(k) of the National Housing Act creates a Federal Rehabilitation Home Mortgage Insurance program for affordable housing that is administered by the Federal Housing Administration, US Department of Housing and Urban Development, using local, private lenders and their capital rather than tax dollars; and

WHEREAS, the program brings property values up, improves neighborhoods, and increases the City's tax base through rehabilitation and home ownership including special financing for first-time home buyers rather than more subsidized rentals; and

WHEREAS, the program regulations provide for local governments to select certain geographic areas for targeting as redevelopment areas under the program

NOW THEREFORE BE IT HEREBY RESOLVED BY THE CITY COMMISSION OF THE CITY OF BRUNSWICK, by unanimous vote upon motion duly made and seconded, that the area bounded by the northern right of way of "L" Street between Lee Street and Gordon Street; by the backs of all properties with frontage on Lee Street between "L" Street and "K" Street; by the southern right of way of "K" Street between Lee Street and Gordon Street; and the backs of all properties with frontage on Gordon Street between "K" Street and "L" Street in the City of Brunswick be and is hereby declared a Target Area for

redevelopment under the Section 203(k) program; and that the City of Brunswick diligently enforces its ordinances in the target area, especially its Housing Code, and anticipates repairing and replacing its infrastructure where needed in the target area as funding is also available.

SO RESOLVED this 16th day of August, 2000.

Changed Order Proposals for Old City Hall Renovation Process.

Doug Neal representing Tuten and Associates submitted change order proposals for renovation of Old City Hall. Mr. Neal stated that during the selective demolition process some unknown deficiencies arose. The total change order proposals were estimated at \$61,105.09.

Commissioner Lawrence made the motion and Commissioner Williams seconded the motion approving the change orders in the amount of \$61,105.09 for Renovation of Old City Hall. The motion passed.

Abestos and Lead Paint Mitigation for New City Hall.

Doug Neal representing Tuten and Associates submitted a Work Plan for Abatement and Mitigation of Hazardous Material and a Preliminary Cost Estimate. Mr. Neal stated that to complete the mitigation work at New City hall it was estimated at e\$130,000.00 to \$190,000.00.

Commissioner Jennings made the motion and Commissioner Lawrence seconded the motion authorizing Tuten and Associates to advertise for bids the Abatement and Mitigation of Hazardous Material at New City Hall. The motion passed.

Renewal of Aging Service Contract.

The City Manager reported that the contract for aging services for fiscal year 2000-2001 is \$168,625.00. He stated that 17,750 units @ \$9.50 will be served to a minimum of 200 persons at the Multipurpose Center. He recommended approval of the contract for fiscal year 2000-2001.

Commissioner Lawrence made the motion and Commissioner Williams seconded the motion to approve the Renewal of Aging Services Contract for fiscal year 2000-2001 in the amount of \$168,625.00. The motion passed.

DELEGATIONS:

Theophilus Coley resident of the City appeared before the Commission to request permission to remove an Oak Tree located on his property at 2104 Gordon Street. Mr. Coley stated that the tree has decayed and rotted and the roots from this tree are causing sewer problems at this residence. Mr. Coley recalled that he spoke with the Public Works Director about the tree, but he could not reach the City Manager to discuss the problems concerning the Oak tree. Mr. Coley reported that he spoke with the Park and Tree Board about a tree that was located at Burroughs Mollette Elementary School, which is located across the Street from his residents.

Mayor Brown stated that he had an opportunity to look at the Oak tree and it seems like the tree was not located on City Property. The Oak tree sits on Mr. Coley's property.

Mr. Coley stated that the Oak tree was on the City's property.

Commissioner Lawrence recalled that the location of the Oak tree is bringing harm and danger to Mr. Coley's home. Commissioner Lawrence pointed out that the Oak tree sits on one half of Mr. Coley's Property and also the City's property. Commissioner Lawrence stated that if the tree falls or breaks the City maybe held liable for damages.

The City Attorney recommended that the City survey the property to determine where the tree is located on City property or Mr. Coley's property.

Commissioner Williams instructed the City Manager to take care of the Oak tree in Mr. Coley's yard. The City Manager stated that he would take care of the Oak tree.

Tony Thaw, Thaw Electric to request abandonment of alley between Glynn Avenue and Macon Avenue.

Tony Thaw representing Thaw Electric was not present at the meeting.

Dale Broussard, Manager of Adelphia Cable System to address franchise agreement.

Dale Broussard, manager of Adelphia Cable System appeared before the Commission to request that the Commission extend the Cable Franchise Agreement until November of 2000. He submitted information on the cable system 550 upgrade. He stated that the new services would be completed by next year.

The City Attorney stated that the City could grant an extension to Adelphia Cable, which would allow the City to benefit from the new system.

Commissioner Lawrence made the motion and Commissioner Jennings seconded the motion authorizing the City Attorney to draw up the necessary documents to grant an extension to Adelphia Cable. The motion passed.

DISCUSSION:

Addressing Problems and Concerns.

The City Fire Chief discussed concerns about a survey of addresses in the City. He reported that the City of Brunswick has a lot of address problems such as one half numbers and ABC's. He explained that CAD computer operators prepare address data for the computer and once the data is compiled the computer recognizes similar names for streets it rejects half numbers and letter streets.

The Fire Chief recommended that a study be conducted to find out how to repair the address problems in the City.

Commissioner Jennings made the motion and Commissioner Lawrence seconded the motion authorizing the Fire Chief to conduct a study on Street addresses in the City and bring back a recommendation. The motion passed.

Status of Alcoholic Beverage Licenses for "I" Street District.

The City Attorney reported that the Commission deferred this item before because a member of the Commission could not be present. He stated that one Commissioner was absent tonight.

Commissioner Jennings made the motion and Commissioner Lawrence seconded the motion to defer the discussion of the status of Alcoholic Beverage Licenses for the "I" Street District. The motion passed.

CITY CLERK'S ITEM:

Petition received to transfer Section 203, Lot 5 in Palmetto Cemetery, from Pansy Madison-Cross to Mary Louis Brady. Original deed surrendered to the City Clerk.

Commissioner Williams made the motion and Commissioner Lawrence seconded the motion granting the petition. The motion passed.

COMMISSIONER WILLIAMS ITEMS:

General Clean Up of City Streets.

Commissioner Williams reported that employees are doing a good job cleaning up City Streets. Commissioner Williams pointed out there is still a need for limb trimming on George Street by Glynn Middle School and other areas in the City.

Commissioner Williams stated that the Clean up crew comes by every Thursday to check to see if everything is okay.

Town Hall Meeting.

Commissioner Williams announced that the Northward Commissioners will hold a Town Hall Meeting sometime in August, and the date will be announced later.

Commissioner Lawrence stated that he would like the opportunity to hold a Town Hall meeting to hear from residents in the City of Brunswick. He requested that the City Clerk be given the date of the meeting to make sure that the public will be notified.

Commissioner Lawrence suggested that the City pick up refrigerators in two days so that a child would not get hurt or injured playing in the appliance.

Commissioner Lawrence mentioned that citizens should be informed about free removal of trash and also what items a contractor is required to move after a job is completed.

The City Manager stated that homeowners actually pay a contractor for the removal of trash. He stated that citizens are coming from the Islands placing trash on City property.

COMMISSIONER LAWRENCE'S ITEM:

Cemetery Board

Commissioner Lawrence asked the City Clerk if the appointments to the Cemetery Board were advertised for the agenda.

The City Clerk stated that the Cemetery Board appointments were not placed on the agenda for tonight.

Commissioner Lawrence stated that the Cemetery Board appointments could be made at the next meeting.

Commissioner Lawrence reported that the grass at both cemeteries between the fence and the railroad tracks needs cutting.

EXECUTIVE SESSION:

Commissioner Williams made the motion and Commissioner Lawrence seconded the motion to hold an Executive Session to discuss Personnel Issues and Pending Litigation. The motion passed.

Following the Executive Session Commission Lawrence made a motion and Commissioner Williams seconded the motion to adjourn the meeting.

MEETING ADJOURNED.

/s/ Bradford S. Brown
Mayor

Attest: /s/Georgia E. Marion
City Clerk