

**OFFICIAL MINUTES  
COMMISSION OF THE CITY OF BRUNSWICK, GEORGIA  
REGULAR MEETING  
6:30 P. M., AUGUST 6, 2003**

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

**INVOCATION:** Commissioner Harold E. Jennings gave the invocation.

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

**MINUTES**

Rescheduled meeting of July 2, 2003 held on June 30, 2003.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion approving the minutes of the rescheduled meeting of June 30, 2003. The motion passed by vote of 4 to 0.

**DELEGATIONS**

Don McGlamory, Executive Director of the Housing Authority, to present check in lieu of taxes.

Don McGlamory, Executive Director of the Housing Authority updated the Commission on the new construction site located at the old VFW property and old Dartmouth Homes. Mr. McGlamory submitted a check in lieu of taxes for \$13,457.00.

Sharon Hidek, Vice-Chairperson for the Brunswick Historic Preservation Board, in reference to Brunswick Historic Preservation Boards' Opinion regarding the Old Glynn County Courthouse.

Sharon Hidek, Vice Chairman of the Brunswick Historic Preservation Board appeared before the Commission to request that the Commission write a letter to the Glynn County Commission supporting the Brunswick Historic Preservation Board's opinion to fully endorse Mr. Bob Jordan's suggestion of diagonal parking around the courthouse and making traffic one-way all the way around it. This would make a minimum of one hundred new parking spaces and eliminate the need to pour cement over the oak trees and they agree with replacing broken pavers with new ones instead of pouring a large slab of concrete. They endorse moving the cooling system to the mechanical courtyard on the northside. This would eliminate the need to build the proposed seven-foot high cement wall around the cooling system.

Commissioner Jennings recommended that the City Attorney meet with Attorney Gary Moore and work out the parking at the courthouse.

**ALCOHOL BEVERAGE LICENSE(S)**

The Chief of Police stated that the application for Legends Sports Bar and Grill was in compliance with State Law and City Ordinances.

Commissioner Williams made a motion and Commissioner Jennings seconded the motion granting an alcoholic beverage license to Tony Gilbert and Della Riddle to retail distilled spirits on premises for Sunday sales at Legends Sports Bar and Grill, 4441 Altama Avenue. The motion passed by vote of 4 to 0.

The Chief of Police stated that the application for the Royal Café was in compliance with State Laws and City Ordinances.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion granting an alcoholic beverage license to Brady Turner to retail distilled spirits on premises at the Royal Café, 1614 Newcastle Street. The motion passed by vote of 4 to 0.

### **REZONING(S), QUITCLAIM(S) AND ABANDONMENT(S)**

1. Accept application to rezone 1700 Kay Avenue from R-6 to GR-General Residential. Property owner is Wilson Marion – Donna Moody, Building Official.

Wilson Marion the present owner of 1700 Kay Avenue requested to rezone property from R-6 One Family Residential District to GR-General Residential District. Property also known as Block E, Urbana subdivision consisting of 9,237 square feet. Mr. Marion stated that he would construct two new homes on the lot.

Mayor Brown asked persons in attendance if they would like to speak for or against the rezoning.

Mayor Brown pointed out that General Residential District requirements opens up other avenues that could be considered in the residential district.

The City Attorney stated that this proposed rezoning may be a matter of an application for variance and the use of square footage. The City Attorney was instructed to explore the possibility of granting a variance and conditional use instead of rezoning the property.

Mayor Brown asked that the Building Official, Donna Moody be present at the next Commission meeting. This was the First Public Hearing and the next public hearing is scheduled for the next Commission meeting.

2. Request from Tamami Minagawa to abandon a portion of alleyway between Evergreen and Mimosa Avenues, which adjoins her property in the 2700 block of Hopkins Avenue Donna Moody, Building Official.

Clinton Minagawa appeared before the Commission to request that the City abandon the alleyway to the west of his property at 3117 Hopkins Avenue to allow the construction of apartments on his lots. Mr. Minagawa stated that no construction would take place in the alleyway, the abandonment is required to achieve the proper setbacks. Mr. Minagawa pointed out that the alleyway is 10 feet wide and is seldom used and overgrown, but still a car can drive down the alleyway.

The City Engineer stated that the abandonment request was investigated and the report should have been submitted to the Commission. He mentioned that a sanitary sewer line runs through the alley and requires an easement.

Commissioner Jennings recommended granting a variance to the owners. Mayor Brown stated that the Building Official should make sure there are other alternative solutions than abandonment of the alleyway.

## **APPROVAL(S)**

1. Aging Services Contract under the Title III Contract — Darlene Wymes, Director, Community Development Department.

Darlene Wymes, Manager of the Multipurpose Center submitted the contract amount for congregate meals and adult day services, \$270,217.00.

Commissioner Williams made a motion and Commissioner Davis seconded the motion approving the Aging Service contract in the amount of \$270,217.00. The motion passed by vote of 4 to 0.

2. Revisions to Pay Plan Standards on Significant Change in Responsibilities – Bonnie Dvorak-Roberts, HR Director.

The Human Resources Director requested approval of revisions to Pay Plan Standards for employees who take on additional responsibilities and receive extra pay. She mentioned it was three employees who would receive the extra pay. Commissioners Williams asked why would the City double the pay of these City employees. The Human Resources Director stated that these employees would receive and increase of no more than five percent, as outlined in Significant Change in Responsibility Paragraph 13.D 6.2. Under Pay Plan.

Commissioner Williams made a motion and Commissioner Davis seconded the motion approving Significant Change in Responsibility 6.2 paragraph 13.D. The motion passed by vote of 4 to 0.

3. Proposed amendments to FY 2003/2004 Budget.

The Director of Finance submitted the following amendments to the FY 2003/2004 Budget:

An across the board three percent pay increase to City employees.  
Funding of Blue Print Brunswick  
Funding for New HVAC in the Ritz Theater

The Director stated that the funds of 1 million dollars from the Southeast Georgia Hospital allowed the City to make the amendments and the funding for the after school and day camp programs was restored to the Recreation budgets. The funding total is approximately \$401,000.00.

Commissioner Williams made a motion and Commissioner Jennings seconded the

motion approving the amendment to the City of Brunswick’s General Fund, Community Development Fund and Sanitation Fund with the proceeds from the Hospital land sale. The motion passed by vote of 4 to 0.

- 4. Bid recommendation for the Howard Coffin and “H” Street Renovations – Doug Neal, Architect.

Douglas Neal submitted the following bid proposals for Howard Coffin Park/H Street Renovations:

Howard Coffin Park/”H” Street Renovations  
 Bid Tabulation Form  
 Revised May 20, 2003

Douglas A/ Neal, Architect  
 907 Rose Cottage Road  
 St. Simons Island, Georgia 31522

COMPANY NAME ADDRESS CONTACT PERSON	BID BOND	BASE BID	ALT#1	ALT#2	ALT#3	ALT#4	ALT#5	ALT#6
Allen & Graham, Inc. 106 Allen Graham Blvd Attn: James Johnson Brunswick, GA 31520	YES	\$1,272,829	\$30,750	\$5,153	\$8,291	\$15,090	\$6,933	\$6,800

Mr. Neal recommended the low bid of Newcastle Construction.

Commissioner Jennings made a motion and Commissioner Davis seconded the motion seconded the motion accepting the low bid of Newcastle Construction in the amount of \$1,163,000.00. The motion passed by vote of 4 to 0.

- 5. Bid recommendation on the sale of 2211 Bartow Street, City surplus property.

The City Manager submitted the following bid for sale of surplus property 2211 Bartow Street:

# BID TABULATION

DATE July, 16, 2003

PRODUCT OR SERVICE Bid #0304 Sale Surplus Property-2211 Bartow St.

DEPARTMENT Administration DEPT NUMBER 1320

BUDGET N/A

VENDOR	COMMENTS	TOTAL
* Cathy Slay-Chipp 4862 Malabar Dr. Brunswick, Ga.31520	Binder of \$500.00 received	*\$11,100.00

\* Recommended Bid

rev. 9/96

Commissioner Jennings made a motion and Commissioner Davis seconded the motion accepting the bid of Cathy Slay-Chipp in the amount of \$11,100.00. The motion passed by vote of 4 to 0.

Mayor Brown announced that the City did not receive bids on 525 Wolfe Street and 920 Newcastle Street.

- 6. Traffic Signal for Newcastle Street at 4<sup>th</sup> Street – Burton Carter, Construction Manager.

Burton Carter reported that a traffic signal would be installed at the intersection of Newcastle Street and Fourth Street. He pointed out that the project is Federally

Funded as an Intersection improvement project.

Commissioner Jennings made a motion and Commissioner Davis seconded the motion authorizing the Mayor to execute the project agreement. The motion passed by 4 to 0.



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(404) 656-5212

EARL L. MAHFUZ  
TREASURER  
(404) 656-5224

July 25, 2003

**LOCAL GOVERNMENT PROJECT AGREEMENT**

*In consideration of the proposed improvements, the City of BRUNSWICK agrees to provide or perform the following at no cost to the Georgia D.O.T. for project STP-0616(3) Glynn Co., PI # 542060-: INTERSECTION IMPROVEMENT FOURTH ST/CR 141 @ SR 27/US 341*

Provide all rights-of-way and/or easements needed for the construction of the project and remove existing structures or obstructions within the rights-of-way.

Make all utility relocations, adjustments or betterments of publicly owned utilities that are in conflict with construction of this project. Reimburse Georgia D.O.T. for any damages paid to the contractor for delay of construction caused by a delay in relocating the publicly owned utilities.

Relocate or adjust all privately owned utilities to clear construction of this project, including adjustments at railroad crossings if required.

Furnish detours, local borrow and waste pits as needed.

We support this project but choose not to commit any funding, realizing this may delay the project until additional funding can be found.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

APPROVED \_\_\_\_\_

City/County Official

7. Monthly reports:
- General Fund
  - Water and Wastewater Fund
  - Community Development
  - SPLOST III & IV
  - Recreation Department
  - Sanitation Department

Commissioner Williams made a motion and Commissioner Jennings seconded the

motion approving the above monthly reports. The motion passed by vote of 4 to 0.

8. Contract changes in sludge hauling – Keith Morgan, Director of Water Wastewater.

The Water and Wastewater Director requested the release Coastal Disposal and Recycling LLC from their contract to haul sludge from the wastewater treatment plant to the land fill.

The Water and Wastewater Director stated he had a preliminary agreement with haulers to assume the sludge hauling for a period of two years.

Commissioner Williams made a motion and Commissioner Jennings seconded the motion approving the changes in the contract to haul sludge. The motion passed by vote of 4 to 0.

9. One year agreement with Consolidated Pipe Company to purchase fire hydrants and valves – Keith Morgan, Director Water and Wastewater.

The Director of Water and Wastewater requested approval to purchase fire hydrants at special price on a yearly contract from Consolidated Pipe and Supply Company, Inc.

Commissioner Williams made a motion and Commissioner seconded the motion authorizing the purchase of fire hydrants from Consolidated Pipe and Supply Co., Inc. for one year at a special contract price. The motion passed by vote of 4 to 0.

10. Temporary closing of “K” Street for Renovations to Gordon Armstrong Apartments.

Don McGlamory, Executive Director of the Housing Authority requested temporary closing of “K” Street from Watkins Street to Niles Avenue.

The City Engineer recommended that the request for the Street Closures be granted with the following conditions:

The contractor will install gates at both ends of the subject streets and the City of Brunswick will be given keys to enter these gates. The fences be constructed such that existing fire hydrants are outside the compound and operable. The City of Brunswick be indemnified for damage resulting from emergency entrance through the gate. The streets must be reopened before May 1, 2004.

Commissioner Davis made a motion and Commissioner Williams seconded the motion approving the temporary Closing of “K” Street from Watkins Street to Niles Avenue with the conditions outlined by staff and with the streets be reopened before May 1, 2004. The motion passed by vote of 4 to 0.

### **CITY CLERK’S ITEM(S)**

#### **Cemetery Deed**

Petition received from Jody W. Finleyson to transfer Lot No. 7-A, Spaces E and F, Section No. 26, in Palmetto Cemetery to Ronald and Carol Gay. Original Deed returned to City Clerk.

Commissioner Davis made a motion and Commissioner Williams seconded the motion approving the above cemetery petitions. The motion passed by vote of 3 to 0. Commissioner Jennings was not present to vote.

### **CITY ATTORNEY'S ITEM(S)**

1. Cancellation of City Tax Deed on 2714 Wolfe Street with a Quitclaim Deed to Maurice Billings.

Commissioner Davis made a motion and Commissioner Williams seconded the motion authorizing the Mayor to execute the quit claim deed and cancel the City tax deed. The motion passed by vote of 3 to 0. Commissioner Jennings was not present to vote.

2. Amendments to the Utility Ordinance.

Commissioner Williams made a motion and Commissioner Davis seconded the motion unanimously adopting the following ordinance:

3. Resolution to place vacant seat of Commissioner Roosevelt Lawrence on the November ballot.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion unanimously adopting the following resolution:

4. Amended Dock Fees and Regulations.

The City Attorney reported on the amended Dock Fees and regulations.

Following a discussion Commissioner Jennings made a motion and Commissioner Davis seconded the motion unanimously adopting the following resolution:

### **COMMISSIONER JENNINGS' ITEM(S)**

Discuss Millage Rate.

Commissioner Jennings reported that he would like to discuss the taxpayer's Bill of rights to allow residents to vote on any further increases in millage rates on budget surpluses.

### **BOARD APPOINTMENT(S)**

Mayor Brown reported that the Coastal Advisory Council requested that the Commission nominate a representative to serve on the board.

Commissioner Jennings recommended Burton Carter to serve on the Board. Mayor Brown pointed out that Mr. Carter is not an employee of the City. Commissioner Jennings next recommended Naomi Atkinson the Legal Assistant to the City Attorney.

Following a discussion Commissioner Jennings made a motion to appoint an Engineering position to serve on the Coastal Advisory Council. The motion passed by vote of 4 to 0.

## DISCUSSION

- Sanitation Fees

Mayor Brown recommended that the current City Ordinances would be enforced and a sanitation fee of \$14.50 would be placed on all utility bills within three months for collection.

Commissioner Jennings made a motion and Commissioner Davis seconded the motion adopting the recommendation to place a sanitation fee of \$14.50 on all utility bills within three months for collection. The motion passed by vote of 4 to 0.

- Level 3 Lounge

The Chief of Police stated that an incident took place on July 27<sup>th</sup> when patrons from Level 3 was leaving the club. He stated that disagreements took place in the club and two subjects were arrested. Detectives are currently following up on the case.

Brett Schmid, owner of Level 3 stated that there are metal detectors and 10 security guards at the club. He felt that he should not be punished for the actions of the two persons. He further stated that the streets in front of club is swept and all beer bottles and cups are picked up on Sundays. He stated that he was willing to do anything to be part of the solution.

Mayor Brown asked how many people were shot on the morning of July 27<sup>th</sup> outside of the club Level 3? How many shots were fired and how many bullets penetrations were found? He felt that people who required metal scanning was not needed in that area. And this is the kind of people that the club attracts. He mentioned that property belonging to residents in the area was shot at and submitted four letters from property owners who wanted the Club closed down and action taken.

Eric Summer a resident who lives in a loft in the downtown area stated that he moved to Brunswick to start a business and his car was shot with three bullets that came from both directions about thirty seconds after he got out of his car. He mentioned that shots were being fired as far as Monck Street.

Following a lengthy discussion the City Attorney was instructed to determine a probationary period and specify the time frame in writing such as the end of the calendar year and bring it back to the Commission. Commissioner Jennings also recommended that the City Attorney work of rezonings for a district that would allow the operation of night clubs in the City.

The Mayor announced that the Commission Meeting scheduled for June 20<sup>th</sup> at 6:30 p.m. has been changed to June 19<sup>th</sup> at 6:30 p.m.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion to hold an Executive Session to discuss personnel issues. The motion passed by vote of 4 to 0.

Following the Executive Session Mayor Brown announced that an appointment of an Interim Police Chief would be made by the City Manager and the Interim Police Chief would step down in case of a Police merger.

**MEETING ADJOURNED.**

/s/ Bradford S. Brown  
Bradford S. Brown, Mayor

Attest: /s/ Georgia E. Marion  
Georgia E. Marion, City Clerk