

**OFFICIAL MINUTES  
COMMISSION OF THE CITY OF BRUNSWICK, GEORGIA  
REGULAR MEETING  
6:30 P.M., NOVEMBER 5, 2003  
CITY HALL COMPLEX  
700 GLOUCESTER STREET, 3<sup>rd</sup> FLOOR**

**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 of recited in unison by everyone in attendance.

**MINUTES**

Regular Meeting of October 15, 2003 and the Special Called Meeting of October 27, 2003.

Commissioner Williams made a motion and Commissioner Davis seconded the motion approving the minutes of the meeting of the Regular meeting of October 15, 2003 and the Special Called Meeting of October 27, 2003.

**SUBDIVISION OF PROPERTY**

Request to sub-divide property at 716 Albany Street – Donna Moody, Building Official.

The City Manager requested that the above item be deferred until Ms. Moody arrives at the meeting.

**APPROVAL(S)**

1. **ALCOHOLIC BEVERAGE LICENSE(S)**

Renewals for the year 2004. ( See attachment)

Sergeant Larry Bruce stated that all the alcoholic beverage licenses renewals for 2004 was in compliance with the City Code.

Commissioner Davis made a motion and Commissioner Williams seconded the motion unanimously granting the following alcoholic beverage license renewals for 2004:

**To Retail Consumption Dealers Including Distilled Spirits:**

Sandra L. Webb at Bamboo Lounge II Inc., 2717 R Glynn Avenue;

Kathryn Buchanon at Bonvivre, Inc., d/b/a Cargo Portside Grill, 1423 Newcastle Street;

**To retail consumption dealers beer and wine:**

Robert M. Torras, Jr., at Brunswick Landing Marina, Inc., 2429 Newcastle Street;

Janet F. Weston at Jinright's Seafood House, Inc., 2815 Glynn Avenue;

Bill Hammock at Port City Billards, 4420 Altama Avenue;

Bill R. Raulerson at Friendly Express #54, 1906 Newcastle Street;

Bill R. Raulerson at Friendly Express #63, 2401 Gloucester Street;

Bill R. Raulerson at Friendly Express #70, 3319 Glynn Avenue;

Mary Rogers at Triton Marketing, Inc., d/b/a Triton #602, 3879 Altama Avenue;

**To Retail Package Dealers Beer Only for Consumption Off Premises:**

Dana Rogers at Triton Marketing Inc., d/b/a Triton #602, 4528 Altama Avenue;

**To Retail Package Dealer Including Distilled Spirits For Consumption Off Premises:**

Parul M. Patel at The Fountain Package Store, 2300 Norwich Street.

**2. Taxicab service - Vincent T. Williams, owner.**

Sergeant Larry Bruce stated that all the requirements have been met for operating a taxi cab service in the City of Brunswick.

Commissioner Jennings made a motion and Commissioner Davis seconded the motion granting a taxi cab license to Vincent Williams to operate a taxi cab service in the City of Brunswick.

**3. Dedicating “R” Street Park to the memory of Dr. David Griffin – Eddie Turner**

Eddie Turner resident of Brunswick requested that R Street Park be dedicated to the memory of the late Doctor David Griffin. Commissioner Williams and Davis spoke about their experiences with the late Doctor.

Commissioner Davis made a motion and Commissioner Jennings seconded the motion dedicating the Park on R Street in the memory of the late Dr. David Griffin. The motion passed by vote of 4 to 0. A plaque will be erected in the R Street Park dedicated to the memory of the late Dr. David Griffin.

**4. Licensing of transportation business – Burnett Fulton, owner.**

Burnett Fulton owner of Yellow Cab Transportation 4020-1/2 Norwich Street Extension stated that his transportation company is a contractual service provider with the Department of Family and Children Services, Welfare to Work and other programs sponsored by the Department of Labor. He further stated that he also plans to give non medical transport and tours in the City of Brunswick within the first year of operating his business.

He next requested that the Commission give him permission to allow his taxi transportation company to make pickups and drop offs in the City.

Sergeant Larry Bruce stated that upon investigating he found that Mr. Fulton has no proof of insurance. Upon the initial investigation he found that Fast Track that was formerly owned by Mr. Fulton insurance was cancelled. He recommended that Mr. Fulton be placed on probation for 1 year with restrictions in case his insurance lapse.

Mr. Fulton stated that he do currently have insurance and would not submit to a probation period for something that happened with a previous business. He recalled that the insurance on vehicles was cancelled because he requested that it be cancelled in order to close his business and pursue other business interests. He stated that he would operate his business through the State of Georgia.

Following a discussion Mr. Fulton was instructed to take a copy of his current insurance policy on his vehicles for Yellow Cab Transportation to Officer Bragg for verification of coverage.

## **SUBDIVISION OF PROPERTY**

The City Manager in the absence of Donna Moody, Building Official stated that Michael Harris owner of 716 Albany Street requested that his property be sub-divided into two lots of 8100 square feet.

The City Attorney recommended that the preliminary plat be approved.

Commissioner Williams made a motion and Commissioner Jennings seconded the motion approving the preliminary plat subdividing property at 716 Albany Street into two 8100 square feet lots. The motion passed by vote of 4 to 0.

### **5. Cost on replacing the bridge on Lanier Blvd. - Burton Carter, Construction Manager**

Burton Carter, Construction Manager requested that the City fund \$50,530.90 for replacement of the Lanier Boulevard Bridge with stated funding of \$16,260.69 from the Department of Transportation.

Commissioner Jennings made a motion and Commissioner Davis seconded the motion authorizing the Mayor to execute the contract with the funding as stated above. The motion passed by 4 to 0.

### **6. Update on Health Care and presentation of the following items for approval consideration - Bonnie Dvorak-Roberts, HR Director:**

The Human Resources Director updated the Commission on the progress and results of the City's Disease State Management Program.

#### **1) Flu Shots for City employees**

The Human Resources Director requested that funding be moved from training to personal services in the amount of \$1,500.00 to cover the cost of flu shots for employees City-wide.

Commissioner Williams made a motion and Commissioner Davis seconded the motion approving the transfer of funds to cover the cost of flu shots for City employees. The motion passed 4 to 0.

#### **2) Revisions to Pay Plan**

The Human Resources Director requested to add a provision to the Human Resources Standards of Practice Pay Plan (Section 6.2) to guide the interim appointment of employees serving in key positions for a limited period of time when a vacant position may critically impact organizational operations and pay adjustments for temporary basis for Interim positions to management levels.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion adding the Interim Appointment to the HR Standards of practice 6.2-8. The motion passed 4 to 0.

#### **3) Revisions to Performance Evaluation Standards**

The Human Resources Director requested to change the performance evaluation schedule from 2 months, 5 months and annually to 3 months, 6 months and annually thereafter.

Commissioner Davis made a motion and Commissioner Jennings seconded the motion approving the performance evaluation change to 3 months, 6 months and annually thereafter. The motion passed by vote of 4 to 0.

**CITY CLERK'S ITEM(S)**

**BOARD APPOINTMENT(S)**

**1) Housing Authority – 1 position**

Mayor Brown re-appointed Mildred Clemons Ladson to serve on the Brunswick Housing Authority Board of Commissioners for a term of 5 years until June 20, 2008.

**2) Downtown Development Authority – 1 re-appointment**

Commissioner Davis made a motion and Commissioner Jennings seconded the motion officially re-appointing Richard Altman to continue to serve on the Downtown Development Authority Board for a term of 4 years retroactive to June 4, 2003. The motion passed by voted of 4 to 0.

**3) Greenspace Committee – requesting permission to advertise for 2 positions**

Commissioner Williams made a motion and Commissioner Jennings seconded the motion authorizing the City Clerk to advertise two vacancies on the Greenspace Committee. The motion passed by vote of 4 to 0.

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

**Draft of Truck Route Ordinance.**

The City Attorney discussed the Truck Route Ordinance. He mentioned that the ordinance would be advertised for adoption at the next Commission meeting.

**EXECUTIVE SESSION**

Commissioner Jennings made a motion and Commissioner Davis seconded the motion to hold an Executive Session to discuss Personnel Issues and pending litigation. The motion passed by voted of 4 to 0.

Following the Executive Session, Commissioner Williams made a motion and Commissioner Davis seconded the motion to adjourn the meeting. All voted by standing.

**MEETING ADJOURNED**

/s/ \_\_\_\_\_  
**Bradford S. Brown, Mayor**

Attest: /s/ \_\_\_\_\_  
**Georgia E. Marion, City Clerk**