

**OFFICIAL MINUTES**  
**COMMISSION OF THE CITY OF BRUNSWICK, GEORGIA**  
**REGULAR MEETING**  
**WEDNESDAY, MAY 5, 2004 AT 6:30 P. M.**  
**OLD CITY HALL**  
**1229 NEWCASTLE STREET, COURTROOM, 2ND FLOOR**

**PRESENT:** His Honor Mayor Bradford S. Brown, Commissioners Jonathan Williams, Cornell Harvey and Mark Spaulding.

**ABSENT:** Commissioner Doris A. Davis.

**INVOCATION:** Mayor Bradford Brown gave the invocation.

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

**MINUTES**

Regular meeting of April 21, 2004

Commissioner Williams made a motion and Commissioner Harvey seconded the motion approving the minutes of the meeting of April 21, 2004. The motion passed by vote of 4 to 0.

**PUBLIC RECOGNITION**

**1. Planning efforts for G8 Summit**

City Fire Chief Lee Stewart introduced staff that will be helping with the G8 Summit: Deputy Chiefs, Raymond House, John Madala, Fire Marshall Derek Lassara and Administrative Assistant Deborah McCauley.

Public Works Director John Butts introduced staff that will be helping with the G8 Summit: Paul Manard, Ronnie Harmond and Emmett Head.

**2. Proclamation presentation to the National Association of Letter Carriers for their annual “Food Drive Day” on May 8, 2004.**

Mayor Brown presented a proclamation proclaiming May 8, 2004 as “Food Drive Day” in the City of Brunswick to Michael Robinson, representing the National Association of Letter Carriers.

**3. Proclamation presentation to the American Cancer Society for their annual “Relay For Life”  
on May 14-15, 2004.**

Mayor Brown presented a proclamation proclaiming May 14-15 as “American Cancer

Society Relay for Life Weekend” to Facility Littles, representing the American Cancer Society.

### **CONSIDER FOR APPROVAL**

1. Request from Fox’s Pizza Den Restaurant located at 1429 Newcastle Street to retail beer and wine for consumption on premises. Owner and Manager is Patrick Kent.

The Interim Police Chief stated that the business met the requirements of the City Code and recommended that the license be granted.to Fox’s Pizza Den.

Commissioner Williams made a motion and Commissioner Harvey seconded the motion granting an alcoholic beverage license to Patrick Kent owner of Fox’s Den Pizza, 1429 Newcastle Street to retail beer and wine for consumption on premises. The motion passed by vote of 4 to 0.

2. Bonnie Roberts, HR Director, with revisions to the HR Standards of Practice regarding the following:

- Attendance and Hours Worked
- Vacation Leave, Sick Leave and Holidays

The Human Resources Director requested that provisions be made to the HR Standards for Emergency calls back to work.

Commissioner Spaulding made a motion and Commissioner Williams seconded the motion to add new paragraphs Section 4.1, 4.2, 4.3, and 4.4. The motion passed by vote of 4 to 0.

- Drug Policy

The Human Resources Director requested to implement random testing for all safety sensitive positions and make it effective August 1, 2004 and make revisions to Standards of Practice; Drug Free Workplace.

Commissioner Harvey made a motion and Commissioner Spaulding seconded the motion to implement the random drug testing to all safety sensitive positions and all City employees effective August 1, 2004 and to make revisions to Standards of Practice; Drug Free Workplace. The motion passed by vote of 4 to 0.

3. A. J. Jones, III Community Development Director with a Resolution on the Community Development Block Grant

The Community Development Director requested that the Commission hold a Called Meeting on May 14, 2004 to adopt a resolution so that the consolidated plan may be placed in the mail by May 17, 2004.

Commissioner Spaulding made a motion and Commissioner Williams seconded the motion to hold a Called meeting on Tuesday May 11, 2004 at 4:30 at Old City Hall, 1229 Newcastle Street. The motion passed by vote of 4 to 0.

4. Brian Thompson, Executive Director of Blue Print Brunswick to discuss Conference Center.

Brian Thompson appeared before the Commission to request site plan funding for the Conference Center located on Newcastle Street at the Old J. C. Penny site.

4. II. BOARD APPOINTMENT(S)

Visitors' Bureau – 1 position

Commissioner Spaulding made a motion and Commissioner Davis seconded the motion appointing Commissioner Cornell Harvey to serve on the Visitor's Bureau. The motion passed by vote of 5 to 0.

III. MONTHLY REPORTS

- General Fund
- Water and Wastewater
- Community Development
- SPLOST III & IV
- Sanitation

Commissioner Williams made a motion and Commissioner Spaulding seconded the motion accepting the above monthly reports. The motion passed by vote of 5 to 0.

1. Items to be declared Surplus for auction.

Kevin Jones, Public Relations Representative for the Brunswick Police Department appeared before the Commission to submit a list of items to be declared as surplus for auction.

Commissioner Davis made a motion and Commissioner Williams seconded the motion approving the list of items as surplus for auction. The motion passed by vote of 5 to 0.

2. A.J. Jones, III, Community Development Director, with a request for appointments to the CDBG Proposal Review Committee.

Commissioners Harvey and Williams nominated Irene Chance and Lillie Frazier to serve on the Community Development Block Grant Committee for the North Ward. Commissioners Davis and Spaulding nominated Nick Chilton and Richard Vendetti to serve on the Community Development Block Grant Committee for the South Ward. There being no further nominations the nomination was closed.

Commissioner Spaulding made a motion and Commissioner Harvey seconded a motion appointing Irene Chance to serve as a member and Lillie Frazier as an alternate member on the Community Block Grant Committee for the North Ward and Nick Chilton to serve as member and Richard Vendetti as an alternate member on the Community Development Block Grant Committee for the South Ward. The motion passed by vote of 5 to 0.

3. Outsourcing of Water Billing.

James Sellers, Water Anaylis appeared before the Commission to request that the City enter into a 2 year contract beginning in May with Arista Information Systems for out sourcing water Bills at \$5,036.88 per month with annual savings of \$10,376.52 He next requested that the City decline the renewal of the \$3,500.00 annual service contract with Neopost Si 78 folder/inserter thereby freeing up funds in the Informations Technology budget that can be focused on a new smaller-capacity machine for use of payroll and accounts payable. He also requested that the Commission enforce the mandated \$5.00 late fee on all cycle billing as listed in Ordinance Water and Wastewater Code Section 22-21.15.

Commissioner Davis made a motion and Commissioner Spaulding seconded the motion approving the request to outsource water bills as recommended by staff. The motion passed by vote of 5 to 0.

4. Accept and execute agreement between GEMA Office of Domestic Preparedness Grant Program and City Police and Fire Departments.

The Community Development Director requested that the Commission accept and execute the above agreement.

Commissioner Harvey made a motion and Commissioner Williams seconded the motion authorizing the Mayor to execute the agreement between GEMA Office of Domestic Preparedness Grant Program for the City Police and Fire Departments. The motion passed by vote of 5 to 0.

**CITY MANAGER'S ITEM(S)**

1. Update on SPLOST III & IV Projects

Burton Carter, Construction Manager gave an update on all SPLOST III &IV Projects.

2. G8 Town Hall Meetings

The City Manager announced that a G-8 Town Hall meeting has been scheduled for Friday April 24, 2004 at Old City Hall, 1229 Newcastle Street to meet with citizens of this community and give out information about what to expect when the summit begins.

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

Petition of Mrs. Hinton C. Johnson for Deed to Lot No. 12, Spaces A,B,C & D, Section No. 8 in East Palmetto Cemetery in lieu of original Deed that has been lost, misplaced or destroyed, but City records verify ownership.

Commissioner Davis made a motion and Commissioner Spaulding seconded the motion approving the above cemetery petition. The motion passed by vote of 5 to 0.

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

Mutual Aid Agreements

Mayor Brown in absence of the City Attorney requested that the Mutual Aid Agreement be approved by the Commission.

Commissioner Spaulding made a motion and Commissioner Harvey seconded the motion approving the mutual aid agreement. The motion passed by vote of 5 to 0.

Quit Claim Deed to Old Brunswick Pulp and Paper

In absence of the City Attorney no action was taken.

**MEETING ADJOURNED.**

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk