



City of Warner Robins City Council Meeting Minutes

Monday, March 6, 2023

5:30 PM

Council Chambers

Presiding: Mayor LaRhonda W. Patrick

City Officials Present:

Councilman Kevin Lashley
Councilman Larry Curtis
Councilman Keith Lauritsen

Councilman Derek Mack
Councilman Charlie Bibb
Councilman Clifford Holmes

City Officials Absent:

Regular Meeting of Warner Robins City Council

Call to Order: 5:44 p.m.

Adoption of the Agenda: Councilman Curtis moved to adopt the agenda with amendments of: adding #3 to #3A on the Purchasing Bid Sheet. Councilman Holmes seconded the motion. Councilmen Mack, Bibb, Lauritsen, Lashley, Curtis and Holmes voted for adoption of the agenda.

Opening Prayer: Rev. Dr. Rutha M. Jackson, Fresh Manna Forward Corporation/FBBC

Pledge of Allegiance: Warner Robins High School; Air Force JROTC

Announcements:

- Women’s History Month

Proclamations/Awards/Presentations:

- Proclamation: 47th Annual Dixie Crow Technical Symposium

Action Items:

Action Item 1	Presentation of Minutes from the Regular Meeting of February 21, 2023.
The minutes of the Regular Meeting of February 21, 2023 were presented for approval.	
Motion:	Councilman Lashley moved for the approval of the minutes for regular meeting of Monday, February 21, 2023.

Second:	Councilman Holmes
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Curtis and Holmes voted for approval.

Action Item 2 Formal Public Comments Pertaining to Current Agenda Items	
Motion:	N/A
Second:	N/A
Outcome:	N/A

Action Item 3 Consent Agenda	
	<p>A. Purchasing Bids B. Employee Promotions</p>
Motion:	Councilman Bibb moved for the approval of the consent agenda.
Second:	Councilman Lauritsen
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Curtis and Holmes voted for approval.

Action Item 3 (A) Purchasing Bids	
Purchasing Bid List item, attached hereto, were presented for approval. 3 items	

Action Item 3 (B) Employee Promotions	
<p>The following employees are recommended for promotion by their Department Director, and the Mayor and City Council deem such recommendations beneficial.</p> <ul style="list-style-type: none"> Jared Law, promoted from Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to Fire Lieutenant, Job Class #524, Grade 18, Fire Department, to be effective March 6, 2023. 	

Action Item 4	Resolution – IGA (Houston County) Margie/Osigian Roundabout
<p>A resolution to authorize Mayor LaRhonda W. Patrick to execute an Intergovernmental Agreement with the Houston County Board of Commissioners for a joint project to provide a roundabout at Osigian Boulevard and Margie Drive.</p>	
Motion:	Councilman Holmes moved to POSTPONE this item until further information is received.
Second:	Councilman Lashley
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Curtis and Holmes voted for approval.

Action Item 5	Resolution – IGA (Houston County) Elections
<p>A resolution to authorize Mayor LaRhonda W. Patrick to execute the attached Intergovernmental Agreement with the Houston County Board of Commissioners (County) and the Houston County Board of Elections (Bd of Elections) to set forth an agreement for the Board of Elections to perform all duties for any City election occurring in 2023.</p>	
Motion:	Councilman Curtis moved for the approval
Second:	Councilman Holmes
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Curtis and Holmes voted for approval.

Action Item 6	Resolution – Embrace Civility
<p>A resolution that The City of Warner Robins pledges to practice and promote civility within the governing body as a means of conducting legislative duties and responsibilities.</p>	
<p>SECTION TWO</p>	
<p>The elected officials of the City Council enact this civility pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of the City of Warner Robins.</p>	
<p>SECTION THREE</p>	
<p>This pledge strives to ensure that all communication be open, honest, and transparent as this is vital for cultivating trust and relationships.</p>	

SECTION FOUR

This pledge strives to show courtesy by treating all colleagues, staff and members of the public in a professional and respectful manner whether in-person, online or in written communication, especially when we disagree.

SECTION FIVE

This pledge strives to ensure mutual respect to achieve municipal goals, recognizing that patience, tolerance and civility are imperative to success and demonstrates the Council’s commitment to respect different opinions, by inviting and considering different perspectives, allowing space for ideas to be expressed, debated, opposed, and clarified in a constructive manner.

SECTION SIX

This pledge demonstrates our commitment against violence and incivility in all their forms whenever and wherever they occur in all our meetings and interactions.

SECTION SEVEN

The City of Warner Robins expects members of the public to be civil in its discussion of matters under consideration by and before the City Council, with elected officials, staff, and each other.

Motion:	Councilman Lauritsen moved for the approval
Second:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 7	Resolution – IGA (Houston County BOE)
A resolution to authorize execution of an intergovernmental agreement with the Houston County School District for use of school facilities in conjunction with the City’s Independence Day Celebration on July 1, 2023.	
Motion:	Councilman Lashley moved for the approval
Second:	Councilman Holmes
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 8	Resolution – Surplus Property (WRPD)
A resolution of the Mayor and Council of the City of Warner Robins that the value of each individual item on the said Exhibit “A” is less, than Five Hundred (\$500.00) Dollars. (23 pages included with resolution)	

Motion:	Councilman Mack moved for the approval.
Second:	Councilman Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 9	Resolution – Encroachment Agreement (232 Landings Pointe)
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A resolution to authorize Mayor LaRhonda W. Patrick to execute an Agreement allowing certain improvements to remain and encroach on and along the 30’ gas and sewer easement as shown on Plat Book 80 Pages 260-262, Houston County Superior Court Clerk’s Office. The subject property is located at 232 Landings Pointe Lane, Warner Robins, 31088.

Motion:	Councilman Bibb moved for the approval.
Second:	Councilman Lauritsen
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 10	Ordinance #7-23 – Broadband Ready Community
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AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA, FOR APPLICATION TO THE GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS FOR BROADBAND READY COMMUNITY CERTIFICATION.

WHEREAS, the Community and Economic Development Department will apply to the Georgia Department of Community Affairs in line with the Comprehensive Plan adopted by Mayor and Council on February 2, 2022, and the Building and Inspections Department will execute and implement this ordinance in line with existing right-of-way permitting procedures, and the mayor and council deem such certification to be in the best interest of the City;

NOW, THEREFORE, BE IT ORDAINED that the governing authority of the City of Warner Robins adopt the following addition to the City Code regarding Broadband Ready Community Certification.

As used in this ordinance, "broadband network project" means any deployment of broadband services.

As used in this ordinance, "political subdivision" means a county, municipal corporation, consolidated government, or local authority.

As used in this ordinance, "applicant" means a person applying for a permit for a broadband network project.

As used in this ordinance, "permit" means any local permit, license, certificate approval, registration, or similar form of approval required by policy, administrative rule, regulation, ordinance, or resolution with respect to a broadband network project.

(1) Single Point of Contact.

City of Warner Robins, Georgia shall appoint a single point of contact for all matters related to a broadband network project:

- a) The single point of contact documentation shall include:

Assistant Director of Building and Inspections
Victor Savage
City of Warner Robins
478-302-5442
vsavage@wrga.gov
www.wrga.gov

- b) The single point of contact shall be available for matters related to a broadband network project or a related liaison who may direct such inquiry in real time, with general scope and responsibilities to include permitting and right-of-way; and
- c) The single point of contact information must be current to maintain designation, by updating with such change in contact information on web pages and associated sources, within 15 calendar days of change.

(2) Application Completeness Review.

- a) *City of Warner Robins* shall determine whether an application is incomplete and notify the applicant, through the Electronic Plan Review Portal, of the determination by *City of Warner Robins* within 10 calendar days of receiving an application.
- b) If *City of Warner Robins* does not respond to the applicant on whether the application is incomplete, within 10 calendar days, the application shall be assumed to be complete on the 11th day.

(3) Notification of Incomplete Application.

- a) If the *City of Warner Robins* determines that an application is not complete, the notification through the Electronic Plan Review Portal to the applicant shall specify all required components of the submitted application that were considered 'incomplete';
- b) The *City of Warner Robins's* response shall include a checklist of sequenced items that resulted in the application being deemed 'incomplete' and the review timeline shall be as follows:
 - i. The applicant has up to 40 calendar days from the date of notification of incompleteness to respond back with corrections; and
 - ii. If the applicant does not respond back within 40 calendar days, the application is deemed canceled.
- c) If within 10 calendar days the *City of Warner Robins* does not respond to the applicant on whether the corrected application is incomplete, the application shall be assumed to be complete on the 11th day; and
- d) The *City of Warner Robins* shall require a new submission and reset the process and application fees, should an application be deemed incomplete a second time.

(4) Approval or Denial Notification.

If, on or before the 11th day as described in 2 (b), an application is deemed complete, the *City of Warner Robins* shall approve or deny an application within 10 calendar days unless a joint meeting between the applicant and the *City of Warner Robins* is deemed as necessary.

- a) If a joint meeting is deemed necessary, the joint meeting must occur within 15 calendar days of notification of completion and the joint meeting shall include:
 - i. Where applicant is going to conduct work,
 - ii. When the work will be conducted,
 - iii. What type of work will be done,
 - iv. Who the *City of Warner Robins* can contact for specific details or related questions, and
 - v. Any permit seeking approval under application.
 - vi. Following a joint meeting between the applicant and the *City of Warner Robins*, the *City of Warner Robins* shall deny or approve the application within 10 calendar days.
- b) Upon final approval, any required permit permitted shall be deemed issued.

(5) Related Fees.

- a) Any fee imposed by *City of Warner Robins* to review an application, issue a permit, or perform any other activity related to a broadband network project shall be reasonable, cost based, and nondiscriminatory to all applicants.
- b) Any application fee that exceeds \$100.00 shall be considered unreasonable unless *City of Warner Robins* can provide documentation justifying such fee based on a specific cost.

(6) Other Information.

- a) **Double Fee:** No City or County shall require an application or permit(s) when already approved by an authorized state or federal jurisdiction. Provider shall notify and provide a copy of the approved permit to the single-point-of-contact at the City or County prior to access of right-of-way within the City or County jurisdiction.
- b) **Application Validity Timeline:** Any approved application shall be valid for six months from the date of approval. Should a provider not commence the service request qualified in the approved application within six months, the application shall expire, and it shall require a new permit approval and any associated fees, as applicable.
- c) **Single Service Drop:** A City or County shall not require a permit for a broadband service provider to perform an installation of broadband service at an individual customer's service address as long as the facility being utilized only transverses a deminimis portion of the public right-of-way to reach the customer's property. The provider must still comply with the provisions of Chapter 9 of Title 25 of the O.C.G.A.

(7) *City of Warner Robins* acknowledges:

- a) A Georgia Certified Broadband Ready Community has an affirmative duty to notify the Georgia Department of Community Affairs of any changes to the information submitted as part of its application; and
- b) Failure to notify Georgia Department of Community Affairs of changes may result in revocation of *City of Warner Robins's* Broadband Ready Certification, should the certification be granted.

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If any provisions of this ordinance shall be held invalid, such invalidity shall not affect the other provisions which can be given effect without the invalid provision, and, to this end, the provisions of this ordinance are declared to be severable.

Motion:	Councilman Holmes moved for the approval of Ordinance #7-23 and to waive the second reading.
Second:	Councilman Lashley
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.


Action Item 11	Motion – Veterans Issues Board Appointment (Aubrey Mitchell)
Motion to appoint Aubrey Mitchell to the Veterans Issues Board with a term of 4 years to expire March 5, 2027.	
Motion:	Councilman Curtis moved for the approval
Second:	Councilman Lashley
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 12	Events Board Appointment (Raiza Calzadilla)
Motion to appoint Raiza Calzadilla to the Events Board with a term of three years to expire on March 5, 2026.	
Motion:	Councilman Lauritsen moved for the approval.
Second:	Councilman Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Citizen Comments: Phillip Waltz, Robin Marshburn, Louise McBride, Jim Taylor

Adjournment: 6:44 pm

Next Regular Council Meeting: Monday, March 20, 2023



Mandy Stella
City Clerk

