



City of Warner Robins City Council Meeting Minutes

Monday August 15, 2022

5:30 PM

Council Chambers

Presiding: Mayor LaRhonda W. Patrick

City Officials Present:

Councilman Keith Lauritsen
Councilman Kevin Lashley
Councilman Larry Curtis

Councilman Charlie Bibb
Councilman Clifford Holmes
Councilman Derek Mack

City Officials Absent:

Regular Meeting of Warner Robins City Council

Call to Order: 5:33 p.m.

Adoption of the Agenda: Councilman Lauritsen moved to adopt the agenda. Councilman Mack seconded the motion. Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for adoption of the agenda.

Opening Prayer: Pastor Dwayne Evors; City Church of Warner Robins

Pledge of Allegiance: Northside High School; AFJROTC

Announcements: N/A

Proclamations/Awards/Presentations:

- Presentation – Reclaiming Ground/Combat Bullying – Mr. Willie Raines
- Presentation – Houston County Development Authority – Angie Gheesling
- Proclamation – Georgia Smart Communities
- Awards – Employee Service Awards
 - Patrick Allen – WRPD – 15 years
 - Brandy Bryan – Attorney's Office – 15 years
 - Jonathon Clark – WRFD – 10 years
 - Scott Stiglitz – WRFD – 10 years
 - Randy Jackson – Public Works – 10 years

Action Items:

Action Item 1 Presentation of Minutes from the Regular Meeting of August 1, 2022.	
The minutes of the Regular Meeting of August 1, 2022 were presented for approval.	
Motion:	Councilman Bibb moved for the approval of the minutes for regular meeting of Monday, August 1, 2022.
Second:	Councilman Lauritsen
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis 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	
<ul style="list-style-type: none"> A. Purchasing Bids B. Resolution – Employee Promotions 	
Motion:	Councilman Lashley moved for the approval of the consent agenda.
Second:	Councilman Holmes
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 3 (A) Purchasing Bids	
Purchasing Bid List item, attached hereto, were presented for approval. 6 items	

Action Item 3 (B) Resolution – Employee Promotions	
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The following employees are recommended for promotion by their respective departments:

WHEREAS, the Mayor and City Council deem such recommendations beneficial, NOW, THEREFORE, BE IT RESOLVED that these promotions be approved as follows:

- Jared Tucker, promoted from Grounds Maintenance Technician (Rec), Job Class #009, Grade 12, Recreation Department, to Grounds Maintenance Crew Leader, Job Class #013, Grade 14, Recreation Department, to be effective August 22, 2022.
- Nikki Galera, promoted from Tax Specialist, Job Class #156, Grade 16, General Administration Department, to Employment Specialist, Job Class #311, Grade 18, Human Resources Department, to be effective August 22, 2022.
- Karen Hicks, promoted from Administrative Clerk, Job Class #618, Grade 09, Police Department, to Assistant Clerk of Court, Job Class #601, Grade 12, Police Department, to be effective August 22, 2022.
- James Bish, promoted from Police Sergeant, Job Class #635, Grade 605, Police Department, to Police Lieutenant, Job Class #631, Grade 606, Police Department, to be effective August 22, 2022.
- Chris Davis, promoted from Police Officer, Job Class #633, Grade 602, Police Department, to Police Sergeant, Job Class #635, Grade 605, Police Department, to be effective August 22, 2022.

Action Item 4 Motion – Sewer Request – 135 Davidson Rd. Bonaire, Ga 31005

Motion:	Councilman Mack moved for the approval of the sewer connection at 135 Davidson Rd.
Second:	Councilman Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 5 Resolution – MSI Benefits Group

A resolution of the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda Patrick and City Clerk Mandy Stella to execute an agreement with MSI Benefits Group, Inc. for a period of one year from signing of such agreement.

The Insurance Committee recommends the City enter into an agreement with MSI Benefits Group, Inc. for benefits management consulting services.	
Motion:	Councilman Holmes moved for the approval.
Second:	Councilman Lashley
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 6 Resolution – Gallagher Risk Management

WHEREAS, the Insurance Committee recommends the City renew an agreement with Arthur J Gallagher Risk Management Services, Inc. for workers compensation and loss control consulting services in the amount of \$40,000; and

WHEREAS, the Mayor and Council deem such recommendation to be beneficial.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda W. Patrick and City Clerk Mandy Stella to execute an agreement with Arthur J Gallagher Risk Management Services, Inc. for a period of one year from signing of such agreement.

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

Action Item 7 Ordinance #31-22 – Chapter Two Amendment

ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBNS, GEORGIA, AMENDING CHAPTER 2 OF THE CITY CODE REGARDING ADMINISTRATION,

IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins to amend Chapter 2, Article IV of the city code as follows:

-1-

City Code section 2-91 shall be deleted in its entirety and the following inserted in lieu thereof: The following departments and agencies of the city are hereby created:

- (1) Police Department
- (2) Fire Department
- (3) Community and Economic Development Department
- (4) Building and Inspections Department

(5)	Public Works Stormwater Department
(6)	Utility Department
(7)	Parks and Recreation Department
(8)	Finance Department
(9)	General Administration Department
(10)	Human Resources Department
(11)	Office of the City Clerk
(12)	Office of the City Administrator
(13)	Municipal Court of the City of Warner Robins
Motion:	Councilman Curtis moved for the approval of Ordinance #31-22 and to waive the second reading.
Second:	Councilman Holmes
Outcome:	Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for approval. Councilman Bibb voted in opposition. The motion does not carry, therefore the second reading will take place at the 09/06/22 Mayor and Council Meeting.

Action Item 8 Ordinance #32-22 City of Warner Robins Classification Plan

WHEREAS, the Mayor makes the following recommendations to the City Council for changes in the City of Warner Robins Classification Plan,

WHEREAS, the Mayor and City Council deem such recommendations beneficial,

NOW THEREFORE, IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins that the City Classification Plan is amended as follows:

-1-

Change the title of Accounting Manager and reclassify the position, Job Class # 95, Grade 23, authorized strength of 1, Finance Department, to Staff Accountant, Job Class # 148, Grade 18.

-2-

Change the title of Chief Financial Officer, Job Class # 114, Grade # 26, authorized strength of 1, Finance Department, to Finance Department Director, Job Class # 99.

-3-

Change the title of Assistant City Attorney and reclassify the position, Job Class # 110, Grade # 22, authorized strength of 1, to Staff Attorney, Job Class # 157, Grade 21.

-4-

Increase the salary of the City Attorney position, Job Class # 111, Grade # 26, authorized strength of 1, from step 12 to step 14.

-5-

Change the title of Internal Services Director, Job Class # 190, Grade # 25, authorized strength of 1, General Administration Department, to General Administration Department Director, Job Class # 153.

-6-

Change the title of Communication Specialist and reclassify the position, Job Class # 121, Grade 17, authorized strength of 1, Office of the City Clerk, to Marketing & Communication Specialist, Job Class # 14, Grade # 18, and move the position to the Mayor's Office.

-7-

Change the title of Community Engagement Coordinator and reclassify the position, Job Class # 139, Grade # 22, authorized strength of 1, Office of the City Administrator, to Community Engagement Specialist, Job Class # 15, Grade # 18.

-8-

Create the position of Customer Service Call Representative, Job Class # 152, Grade # 8, authorized strength of 1, General Administration Department.

-9-

Abolish the position of Administrative Secretary (CA), Job Class # 137, Grade 10, authorized strength of 1, Office of the City Administrator.

-10-

Abolish the position of Assistant City Administrator, Job Class # 136, Grade 25, authorized strength of 1, Office of the City Administrator.

-11-

Abolish the position of Budget & Strategic Planning MG, Job Class #151, Grade # 22, authorized strength of 1, Office of the City Administrator.

-12-

Abolish the position of Director of Information Tech, Job Class # 122, Grade 25, authorized strength of 1, General Administration Department.

-13-

Abolish the position of Network Specialist, Job Class # 212, Grade # 17, authorized strength of 1, General Administration Department.

-14-

Abolish the position of Telecom Administrator, Job Class # 123, Grade # 19, authorized strength of 1, General Administration Department.

~~-15-~~

~~Move the position of Building Maintenance Superintendent, Job Class # 120, Grade # 17, authorized strength of 1, Building and Transportation Department, to General Administration Department.~~

~~-16-~~

~~Move the position of Building Maintenance Technician, Job Class # 131, Grade # 12, authorized strength of 1, Building and Transportation Department, to General Administration Department.~~

~~-17-~~

~~Move the position of Building Maintenance Worker, Job Class # 132, Grade # 8, authorized strength of 7, Building and Transportation Department, to General Administration Department.~~

~~-18-~~

Move the position of Building Maintenance Worker (Rec), Job Class # 132, Grade # 8, authorized strength of 1, Parks and Recreation Department, to General Administration Department.

~~-19-~~

Move the position of Building Maintenance Worker PD, Job Class # 605, Grade # 8, authorized strength of 2, Police Department, to General Administration Department.

~~-20-~~

Move the position of Custodian (PW), Job Class # 435, Grade # 7, authorized strength of 1, Public Works Department, to General Administration Department.

~~-21-~~

Move the position of Custodian (UT), Job Class # 928, Grade # 7, authorized strength of 1, Utility Department, to General Administration Department.

~~-22-~~

Move the position of Custodian (Rec), Job Class # 710, Grade # 7, authorized strength of 1, Parks and Recreation Department, to General Administration Department.

~~-23-~~

~~Move the position of GM Worker I (Rec), Job Class # 10, Grade # 8, authorized strength of 3, Parks and Recreation Department, to Public Works Stormwater Department.~~

~~-24-~~

~~Move the position of GM Worker II (Rec), Job Class # 11, Grade # 9, authorized strength of 1, Parks and Recreation Department, to Public Works Stormwater Department.~~

~~-25-~~

~~Move one position of GM Worker III (Rec), Job Class # 12, Grade # 11, authorized strength of 2, Parks and Recreation Department, to Public Works Stormwater Department, Job Class # 455, Grade # 11.~~

~~-26-~~

~~Move the position of Recreation Maintenance Tech, Job Class # 720, Grade # 12, authorized strength of 1, Parks and Recreation Department, to General Administration Department.~~

~~-27-~~

~~Move the position of Grounds Maintenance Crew Leader, Job Class # 13, Grade # 14, authorized strength of 1, Parks and Recreation Department, to General Administration Department.~~

~~-28-~~

~~Move the position of Maintenance Supervisor (Rec), Job Class # 709, Grade # 16, authorized strength of 1, Parks and Recreation Department, to General Administration Department.~~

~~-29-~~

~~Move seven positions of Grounds Maintenance (PT), Job Class # 6, Grade # 99, authorized strength of 10, Parks and Recreation Department, to General Administration Department, Job Class # 158, Grade # 99.~~

~~-30-~~

~~Change the title of Roll Off Container Coordinator and reclassify the position, Job Class # 450, Grade # 12, authorized strength of 1, Public Works Storm Water Department, to Automotive Stock Clerk, Job Class # 417, Grade # 10.~~

~~-31-~~

~~Change the title of Administrative Clerk (PW) and reclassify the position, Job Class # 445, Grade # 9, authorized strength of 1, Public Works Storm Water Department, to Administrative Secretary (PWSW), Job Class # 446, Grade # 10. Incumbent to receive a 10% pay increase.~~

~~-32-~~

~~Abolish the position of Warehouse Worker PT, Job Class # 413, Grade # 99, authorized strength of 1, Public Works Storm Water Department.~~

~~-33-~~

~~Abolish the position of Mechanic PT, Job Class # 426, Grade # 99, authorized strength of 1, Public Works Storm Water Department.~~

~~-34-~~

~~Change the title of Public Works Supervisor (STW), Job Class # 491, Grade # 17, Stormwater Compliance Department, to Stormwater Superintendent (STW), Job Class # 442, Grade # 19, Public Works Storm Water Department. Incumbent to receive a 10% pay increase.~~

~~-35-~~

~~Reclassify the position of Rodder Service Crew Leader, Job Class # 496, Grade # 15, authorized strength of 1, Public Works Storm Water Department to Heavy Equipment Operator (STW), Job Class # 497, Grade # 12, Public Works Storm Water Department.~~

~~-36-~~

~~Reclassify the position of Street Sweeper Operator (STW), Job Class # 495, Grade # 10, authorized strength of 1, Public Works Storm Water Department to Heavy Equipment Operator (STW), Job Class #497, Grade # 12, Public Works Storm Water Department.~~

~~-37-~~

~~Abolish the position of Admin Clerk (Stormwater), Job Class # 473, Grade # 9, authorized strength of 1, Public Works Storm Water Department.~~

~~-38-~~

~~Change the title of STW Compliance Code Enforcement Officer, Job Class # 472, Grade # 14, authorized strength of 1, Public Works Storm Water Department, to Code Enforcement (STW) and move to Building and Inspections Department.~~

~~-39-~~

Reclassify one position of Fire Lieutenant (Prevention), authorized strength of 2, Job Class # 509, Grade # 18, Fire Department to Fire and Life Safety Educator, Job Class # 514, Grade # 16, authorized strength of 1.

~~-40-~~

Create the position of Fire Hydrant Technician PT, Job Class # 516, Grade # 99, authorized strength of 1, Fire Department.

~~-41-~~

Abolish the position of Administrative Clerk (Fire), Job Class # 500, Grade # 9, authorized strength of 1, Fire Department.

~~-42-~~

Decrease the authorized strength of Records Technician, Job Class # 616, Grade # 9, Police Department by one to authorized strength of 9.

~~-43-~~

Create the position of Terminal Agency Coordinator (TAC), Job Class #653, Grade # 12, authorized strength of 1, Police Department.

-44-

Change the title of Assistant Golf Course Professional, Job Class # 2, Grade # 16, authorized strength of 1, Parks and Recreation Department, to Golf Operations Manager/Asst Golf Pro, Job Class #3.

-45-

Change the title of Recreation Grounds Superintendent, Job Class # 705, Grade # 18, authorized strength of 1, Parks and Recreation Department, to Golf Course Grounds Superintendent, Job Class # 15.

-46-

Change the title of Cart Attendant - Golf, Job Class # 1, Grade #99, authorized strength of 3, Parks and Recreation Department, to Golf Cart Attendant.

-47-

Create the position of Golf Shop Attendant, Job Class # 721, Grade # 10, authorized strength of 2, Parks and Recreation Department.

-48-

Create the position of Tennis Court Attendant (PT), Job Class # 766, Grade # 99, authorized strength of 10, Parks and Recreation Department.

-49-

Abolish the position of SR Citizens Program Director, Job Class # 769, Grade # 99, authorized strength of 1, Parks and Recreation Department.

-50-

~~Change the title of Building and Transportation Department Director, Job Class # 800, Grade # 25, authorized strength of 1, Building and Inspection Department, to Building and Inspection Department Director, Job Class # 805.~~

-51-

~~Change the title of Administrative Secretary (B/T), Job Class # 810, Grade # 10, authorized strength of 2, Building and Inspection Department to Administrative Secretary (B/I), Job Class # 811.~~

-52-

~~Change the title of CAD Operator/GIS Tech and reclassify the position, Job Class # 812, Grade # 14, authorized strength of 1, Building and Inspection Department to Asst. Surveyor/GIS Tech, Job Class # 806, Grade # 16.~~

-53-

~~Change the title of Permit Technician and reclassify the position, Job Class # 827, Grade # 12, authorized strength of 1, Building and Inspection Department, to Administrative Assistant, Job Class # 828, Grade # 16. Incumbent to receive a 10% pay increase.~~

~~-54-~~

~~Change the title of Transportation Planner, Job Class # 831, Grade # 21, authorized strength of 1, Building and Inspection Department, to Traffic Planner, Job Class # 832.~~

~~-55-~~

~~Create the position of ADA Specialist (PT), Job Class # 833, Grade # 99, authorized strength of 1, Building and Inspection Department.~~

~~-56-~~

Abolish the position of Assistant Utility Engineer, Job Class # 933, Grade # 21, authorized strength of 1, Building and Transportation Department.

-57-

Change the title of CDBG Coordinator, Job Class # 855, Grade # 15, authorized strength of 1, Community and Economic Development Department to Program Coordinator, Job Class # 866.

-58-

Move the position of Zoning Assistant, Job Class # 851, Grade # 15, authorized strength of 1, Community and Economic Development Department to Building and Inspection Department.

-59-

Abolish the position of Administrative Secretary (CVB), Job Class # 819, Grade # 10, authorized strength of 1, Community and Economic Development Department.

-60-

Abolish the position of Downtown Development Coordinator, Job Class # 856, Grade # 16, authorized strength of 1, Community and Economic Development Department.

-61-

Abolish the position of Housing Specialist, Job Class # 850, Grade # 14, authorized strength of 1, Community and Economic Development Department.

-62-

Abolish the position of Urban Planner, Job Class # 820, Grade # 21, authorized strength of 1, Community and Economic Development Department.

-63-

Create the position of Grants Coordinator, Job Class # 16, Grade # 17, authorized strength of 1, General Administration Department.

-64-

Create the position of Projects Administrator, Job Class # 17, Grade # 21, authorized strength of 1, General Administration Department.

-65-

Create the position of Contracts Coordinator, Job Class # 18, Grade # 18, authorized strength of 1, General Administration Department.

-66-

~~Change the title of Public Works Supervisor (GM) and reclassify the position, Job Class # 490, Grade # 17, authorized strength of 1, Public Works Stormwater Department to Grounds Maintenance Superintendent, Job Class # 485, Grade # 19.~~

Motion:	Councilman Holmes moved for the approval of Ordinance #32-22 with the removal of numbers 15, 16, 17, 23, 24, 25, 30, 31, 32, 33, 34, 35, 36, 37, 38, 50, 51, 52, 53, 54, 55 and 66 and to waive the second reading.
Second:	Councilman Curtis
Outcome:	Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for approval. Councilman Bibb voted in opposition. The motion does not carry, therefore the second reading will take place at the 09/06/22 Mayor and Council Meeting.

Action Item 9 Ordinance #33-22 – City of Warner Robins Classification Plan (Municipal Court)

WHEREAS, the Human Resources Director makes the following recommendations to the Mayor and the City Council for changes in the City of Warner Robins Classification Plan,

WHEREAS, the Mayor and City Council deem such recommendations beneficial,

NOW THEREFORE, IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins that the City Classification Plan is amended as follows:

-1-

Move the position of Assistant Clerk of Court, Job Class # 601, Grade # 12, authorized strength of 1, Police Department, to Municipal Court, Job Class # 643.

-2-

Move the position of Clerk of Municipal Court, Job Class # 611, Grade # 19, authorized strength of 1, Police Department, to Municipal Court, Job Class # 644.

-3-

Move one position of Records Technician, Job Class # 616, Grade # 9, authorized strength of 11, Police Department to Municipal Court and change the title to Records Technician (Mun. Ct.), Job Class # 647, Grade # 9, authorized strength of 1.

-4-

Move the position of Administrative Clerk (PD), Job Class # 618, Grade # 9, authorized strength of 2, Police Department, to Municipal Court and change the title to Administrative Clerk (Mun. Ct.), Job Class # 648.

-5-

Create the position of Chief Judge PT, Job Class # 649, Grade # 99, authorized strength of 1, Municipal Court to include medical, dental, and vision insurance benefits.

-6-

Create the position of Associate Judge PT, Job Class # 651, Grade # 99, authorized strength of 1, Municipal Court.

-7-

Create the position of Prosecuting Attorney PT, Job Class # 652, Grade # 99, authorized strength of 1, Municipal Court to include medical, dental, and vision insurance benefits.

Motion:	Councilman Lashley moved for the approval of Ordinance #33-22 and to waive the second reading.
Second:	Councilman Mack
Outcome:	Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for approval. Councilman Bibb voted in opposition. The motion does not carry, therefore the second reading will take place at the 09/06/22 Mayor and Council Meeting.

Citizen Comments: Rita Simon, Marilu Cowan, Connie Bibb

Adjournment: 6:58 pm

Next Regular Council Meeting: Tuesday, September 6, 2022



Mandy Stella
City Clerk

