



City of Warner Robins City Council Meeting Minutes

Monday, November 16, 2020

5:30 PM

Council Chambers

Regular Meeting of Warner Robins City Council

Meeting conducted via teleconference* and in person, due to the State of Emergency issued by Governor Brian Kemp on March 13, 2020 concerning the Coronavirus disease (COVID-19). O.C.G.A. §50-14-1(g) allows cities to conduct a meeting via teleconference, without a requirement of having a quorum present in person, when "necessitated by emergency conditions,".

Presiding: Mayor Randy Toms

City Officials Present:

Councilman Charlie Bibb
*Councilman Keith Lauritsen
Councilman Kevin Lashley

*Councilman Clifford Holmes
Councilman Larry Curtis

Opening Prayer: Councilman Bibb

Pledge of Allegiance: Councilman Lashley

Call to Order: 5:32 p.m.

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

Closed Session

Mayor Toms requested a motion to enter into an executive session to discuss personnel. Councilman Curtis moved for an executive session to discuss personnel. Councilman Lashley seconded the motion. Councilmen Bibb, Lashley, Holmes and Curtis voted for approval of the executive session. The Regular Council meeting was suspended at 5:34 pm, and the governing body convened into closed session at 5:35 pm; the closed session ended at 5:44 pm. The regular meeting reconvened at 5:30 pm. The City Clerk is in possession of the closed session minutes.

Action Items:

Action Item 1 Presentation of Minutes	
The minutes of the regular meeting of November 02, 2020 were presented for approval.	
Motion:	Councilman Holmes moved for the approval of the minutes for regular meeting of Monday, November 02, 2020
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lashley, Holmes and Curtis voted for approval.

Action Item 2 Purchasing Coversheet	
Purchasing Bid List item, attached hereto, were presented for approval.	
Motion:	Councilman Lashley presented and moved for the approval of the Purchasing Bid Coversheet. 15 Items
Second:	Councilman Curtis
Outcome:	Councilmen Bibb, Lashley, Holmes and Curtis voted for approval.

Adoption of the Agenda: Following the closed session, Mayor Toms motioned to add items, 12 (Resolution for Hazardous Pay), 13 (Ordinance for the Creation of Stormwater Compliance Department) and 14 (City of Warner Robins Classification Plan) to the agenda. Councilman Bibb moved to adopt the amended agenda. Councilman Lashley seconded the motion. Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for the adoption of the amended agenda.

Action Item 3 Ordinance #36-20 – Mid-Georgia Energy Commission (First Reading)	
Ordinance #36-20 AN ORDINANCE TO AMEND THE CHARTER OF THE CITY OF WARNER ROBINS BY ADDING A NEW SECTION IMMEDIATELY FOLLOWING «Section_», TO BE DESIGNATED AS «NEW_SECTION», SO AS TO PROVIDE FOR ADDITIONAL POWERS, DUTIES, AND AUTHORITY OF THE CITY COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA WITH RESPECT TO A JOINT UTILITY COMMISSION; TO REPEAL ALL OTHER ACTS AND ORDINANCES IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.	
Motion:	Councilman Curtis presented Ordinance #36-20 as a first reading.
Second:	N/A
Outcome:	N/A

Action Item 4	Resolution – Pre-Disaster Hazard Mitigation Plan
<p>A resolution of Mayor and Council of the City of Warner Robins formally adopts the Houston County Pre-Disaster Hazard Mitigation Plan 2020 Update.</p>	
Motion:	Councilman Lauritsen moved for approval.
Second:	Councilman Curtis
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 5	Resolution – Slum and Blight Designation
<p>A resolution of the Mayor and Council of the City of Warner Robins designate federal Census Tract nos. 201-204 and 206-211 as meeting the criteria as “slum and blight” as required for purposes of CDBG.</p>	
Motion:	Councilman Bibb moved for the approval
Second:	Councilman Curtis
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 6	Motion – Home Occupation Permits
<p>The following Home Occupation Permits are recommended for approval per the Planning and Zoning Board:</p>	
<ol style="list-style-type: none"> 1. Takiela Campbell – 108 Beatrice Drive – requests permission to operate an online t-shirt sales business as a home occupation. 2. Taylor Barley – 111 Oak Street – requests permission to operate an online sales business as a home occupation. 3. Janelle Matthews – 218 Wembley Drive – requests permission to operate an online sales business as a home occupation. 4. John McGhee – 103 Anza Drive – requests permission to operate a wood framing business as a home occupation. 	

5. **Corey Dansby – 800 Leisure Lake Drive, Apt. 16-K**– requests permission to operate an emergency roadside assistance business as a home occupation.
6. **David Greer – 206 Kentshire Lane** – requests permission to operate a sub-contracting business as a home occupation.
7. **Derrick Farmer – 227 Stacy Lane** – requests permission to operate a program management business as a home occupation.
8. **Keyarta Finney – 207 Marvin Boulevard** – requests permission to operate a cleaning business as a home occupation.
9. **Beaufort Fambro – 209 Merlot Drive** – requests permission to operate a cleaning business as a home occupation.
10. **Shakilrah Walker – 800 Leisure Lake Drive, Apt 18-F** – requests permission to operate an online retail business as a home occupation.
11. **Kimberly Leyva – 107 Louis Street** – requests permission to operate a pressure washing business as a home occupation.
12. **Vvee Dawson – 103 Halidon Drive** – requests permission to operate a daycare business as a home occupation
13. **Josephine Pascual – 84 Santangelo Court** – requests permission to operate an online retail business as a home occupation.
14. **Clifford Kimbrough – 308 Minter Drive** – requests permission to operate an emergency roadside assistance business as a home occupation.
15. **Brenda Richardson – 601 Pine Valley Drive** – requests permission to operate a catering business as a home occupation.

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

Action Item 7 Rezoning Petition – Butler Family Holdings, LLLP and Storage Master, Inc.

Butler Family Holdings, LLLP and Storage Master, Inc. request the rezoning of property located at the Southeastern quadrant of Leverette Road and Smithville Church Road, South of Constitution Drive and having frontage on Leverette Road, aka Tax Parcel [0W0780 073000], totaling 19.79 acres, from the

<p>zoning of C-2[General Commercial District][City] to the zoning of R-4[Multi-Family Residential District][City].</p> <ul style="list-style-type: none"> With the stipulation that a left-turn lane be installed at Leverette Road for both Northbound traffic entering Deerfield Subdivision and for Southbound traffic entering the proposed multi-family development. 	
Motion:	Councilman Lashley moved for approval
Second:	Councilman Curtis
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 8	Ordinance #37-20 – General Purchasing Procedures
<p>AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA, AMENDED CHAPTER 2 OF THE CODE OF ORDINANCES REGARDING PURCHASING, AND FOR OTHER PURPOSES.</p> <p>WHEREAS, HB 1247, adopted during the 2019-2020 session of the Georgia General Assembly and signed into law by the governor, increased the amount of funds authorized to be approved by the Mayor from \$5,000 to 10,000 as set forth in Section 2.18(c)(1).</p> <p>NOW, THEREFORE, IT IS HEREBY ORDAINED that the governing authority of the City of Warner Robins amend Chapter 2 of the Warner Robins City Code as follows:</p> <p style="text-align: center;">-1-</p> <p style="text-align: center;">GENERAL PURCHASING PROCEDURES</p> <p>Section 2-129 Category II- Purchases in amounts of five thousand dollars (\$5,000.00) less and Category III- Purchases in the annual city budget- Amounts in excess of five thousand dollars (\$5,000.00) shall be amended to increase each amount from \$5,000.00 to \$10,000.00.</p> <p style="text-align: center;">-2-</p> <p>If any ordinance, or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference. If any provisions of this ordinance are held invalid, such invalidity shall not affect any of 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.</p>	
Motion:	Councilman Curtis moved for approval of Ordinance 37-20 and to waive the second reading.
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 9	Ordinance #38-20 – Sole Source Procurement
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WHEREAS, HB 1247, adopted during the 2019-2020 session of the Georgia General Assembly and signed into law by the governor, increased the amount of funds authorized to be approved by the Mayor from \$5,000 to 10,000 as set forth in Section 2.18(c)(1).

NOW, THEREFORE, IT IS HEREBY ORDAINED that the governing authority of the City of Warner Robins amends Chapter 2 of the Warner Robins City Code as follows:

-1-

SOLE SOURCE PROCUREMENT

Section 2-134 shall be amended to increase the amount of a sole source procurement to be approved by mayor and council from \$5,000.00 to \$10,000.00.

-2-

If any ordinance, or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference. If any provisions of this ordinance are held invalid, such invalidity shall not affect any of 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 Lauritsen moved for approval of Ordinance #38-20 and to waive the second reading.
Second:	Councilman Curtis
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 10	Ordinance #39-20 – Emergency Procurement
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AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA, AMENDED CHAPTER 2 OF THE CODE OF ORDINANCES REGARDING PURCHASING, AND FOR OTHER PURPOSES.

WHEREAS, HB 1247, adopted during the 2019-2020 session of the Georgia General Assembly and signed into law by the governor, increased the amount of funds authorized to be approved by the Mayor from \$5,000 to 10,000 as set forth in Section 2.18(c)(1).

NOW, THEREFORE, IT IS HEREBY ORDAINED that the governing authority of the City of Warner Robins amends Chapter 2 of the Warner Robins City Code as follows:

-1-

EMERGENCY PROCUREMENT

Section 2-135 shall be amended to increase the amount of an emergency procurement to be approved by the mayor and council from \$5,000.00 to \$10,000.00.

-2-

If any ordinance, or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference. If any provisions of this ordinance are held invalid, such invalidity shall not affect any of 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 Bibb moved for approval of Ordinance #39-20 and to waive the second reading.
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 11		Motion – 2021 Official Mayor and Council Meeting and Holiday Schedule	
Mayor and Council Meetings	Holidays		
Date	Date	Holiday	
*Monday, January 4	Friday, January 1	New Year's Day	
Tuesday, January 19	Monday, January 18	MLK Day	
*Monday, February 1	Monday, February 15	President's Day	
Tuesday, February 16	Monday, May 31	Memorial Day	
*Monday, March 1	Monday, July 5	Independence Day	
Monday, March 15	Monday, September 6	Labor Day	
*Monday, April 5	Monday, October 11	Columbus Day	
Monday, April 19	Thursday, November 11	Veteran's Day	
*Monday, May 3	Thursday, November 25	Thanksgiving	
Monday, May 17	Friday, November 26	Thanksgiving	
*Monday, June 7	Thursday, December 23	Christmas	
Monday, June 21	Friday, December 24	Christmas	
*Tuesday, July 6	Friday, December 31, 2021	New Year's Day	

Monday, July 19	<p>*Pre Council Meeting held on FIRST meeting of each Month at 4:30 p.m.</p> <p>Council Meetings held on the FIRST and THIRD Monday of each Month at 5:30 p.m.</p>
*Monday, August 2	
Monday, August 16	
*Tuesday, September 7	
Monday, September 20	
*Monday, October 04	
Monday, October 18	
*Monday, November 1	
Monday, November 15	
*Monday, December 6	
Monday, December 20	

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

Action Item 12	Resolution – Hazard Pay Bonuses
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A resolution of the Mayor and Council of the City of Warner Robins authorize Mayor Toms to award hazardous pay bonuses to all City employees employed between March 1, 2020 through November 29, 2020, from the CARES Act funds provided by Governor Kemp and the State of Georgia in recognition of their hard work and continued service during the 2019 novel coronavirus pandemic.

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

Action Item 13	Ordinance #40-20 – Creation of New Department
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Ordinance #40-20 of the Mayor and Council of the City of Warner Robins 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 Development Department
- 4) Building and Transportation Department
- 5) Public Works Department
- 6) Stormwater Compliance Department
- 7) Utility Department
- 8) Parks and Recreation Department
- 9) Economic Development Department
- 10) Finance Department
- 11) Internal Services Department
- 12) Human Resources Department
- 13) Office of the City Clerk

-2-

If any ordinance, or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference. If any provisions of this ordinance are held invalid, such invalidity shall not affect any of 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 Bibb moved for approval of Ordinance #40-20 and to waive the second reading.
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 13.A	Motion – Appointment of Stormwater Compliance Department Director
<p>Mayor Toms made a motion to nominate Krag Woodyard as the Stormwater Compliance Department Director. He will come in as a grade 25, step 8 and will have the Stormwater Stipend removed from his current salary.</p>	
Motion:	Councilman Bibb moved for approval
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 13.B Motion – Appointment of Acting Public Works Department Director	
<p>Mayor Toms made a motion to nominate Craig Clifton as the Acting Public Works Department Director to receive a 10% increase in his salary.</p>	
Motion:	Councilman Curtis moved for approval
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 14 Ordinance #41-20 – City of Warner Robins Classification Plan	
<p>Ordinance #41-20 of the Mayor makes the following recommendations to the City Council for changes in the City of Warner Robins Classification Plan, and</p> <p style="text-align: center;">-1-</p> <p>Move the position of Stormwater Supervisor, Job Class #491, Grade 17, Public Works Department, to Stormwater Compliance Department.</p> <p style="text-align: center;">-2-</p> <p>Move the position of Stormwater Utility Technician, Job Class #467, Grade 16, Public Works Department, to Stormwater Compliance Department.</p> <p style="text-align: center;">-3-</p> <p>Move the position of Stormwater NSFR Coordinator, Job Class #489, Grade 13, Public Works Department, to Stormwater Compliance Department.</p> <p style="text-align: center;">-4-</p> <p>Move the position of Stormwater Heavy Equipment Operator, Job Class #492, Grade 12, Public Works Department, to Stormwater Compliance Department.</p> <p style="text-align: center;">-5-</p> <p>Move the position of Street Sweeper Operator, Job Class #495, Grade 10, Public Works Department, to Stormwater Compliance Department.</p> <p style="text-align: center;">-6-</p> <p>Create the position of Stormwater Compliance Code Enforcement Official, Job Class #472, Grade 14.</p>	
Motion:	Councilman Lashley moved for approval of Ordinance #41-20 and to waive the second reading.

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

Adjournment: 6:30 p.m.

Next Regular Council Meeting: Monday, December 07, 2020



Mandy Stella
City Clerk