

REGULAR COUNCIL MEETING

The regular meeting of the Baxley City Council was held on January 8, 2019, at 8:30 a.m., with the following members present: Mayor Tim Varnadore; Mayor Pro Tem Mickey Bass; Councilmembers: Betty Livingston, Adam Thomas, and Santina Fryer.

Pat Williams was excused due to illness.

Other city officials present were: Reid Lovett, City Manager; Reba Cash, City Clerk; Alex Johnson, City Attorney; David Gore, Special Projects Manager; Dale Sapp, Public Works Director; Trampis Carter, Fire Chief and Chief of Police, James Godfrey.

James Lanier and John Nails representing Ryland Environmental were present.

Van Mills, Jr. representing the Baxley Municipal Airport was present.

Noah Gardner representing the Baxley News Banner was present.

Eunice Fryer and Jacob Carr were present.

Councilman Thomas gave the invocation

Marsha Thomas, The Clerk of Superior Court was present to administer the Oath of Office to newly elected officials Councilwoman Betty Livingston and Councilwoman Santina Fryer.

Councilwoman Livingston made a motion approving the minutes of the Called Council meeting of December 9, 2019, at 6:00 p.m. This motion was seconded by Councilwoman Fryer and carried unanimously.

Mayor Pro Tem Bass made a motion approving the minutes of the Regular Council meeting of December 11, 2019, at 8:30 a.m. This motion was seconded by Councilwoman Fryer and carried unanimously.

City Manager Lovett introduced Van Mills, Jr. as the Baxley Municipal Airport FBO Operator.

James Lanier with Ryland Environmental introduced his assistant John Nails.

Councilman Thomas made a motion approving the Second Reading/Adoption of an Ordinance on a petition filed by Nariel Roblero Berduo, located at 100 Bell Drive, be annexed and establishing a Business Residential (BR-1) Zone in voting district #2. This motion was seconded by Mayor Pro Tem Bass and carried unanimously.

Councilwoman Livingston made a motion to elect Mickey Bass to serve as Mayor Pro Tem for the upcoming 2020 year. This motion was seconded by Councilman Thomas and was passed by a three to one vote. Those voting in favor: Livingston, Thomas, and Fryer. Mickey Bass abstained from voting.

Mayor Pro Tem Bass made a motion to re-appoint Pres Johnson as Municipal Court Judge for the upcoming 2020 year. This motion was seconded by Councilwoman and carried unanimously.

The following depository resolution for 2020 was approved on a motion by Councilwoman Livingston and seconded by Mayor Pro Tem Bass and carried unanimously.

DEPOSITORY RESOLUTION

BE IT AND IT IS HEREBY RESOLVED , that any and all funds on deposit in the name of the City of Baxley in any depository, including, but not restricted to the General Fund, Water and Sewer Funds, Water Meter Deposit Funds, Sinking Fund Accounts, and the Contingency Fund, may be withdrawn or transferred including the whole or any part of same; by checks or drafts issued in the name City of Baxley and signed by the City Clerk, who is Reba Cash, or the City Manager who is presently Jeffrey Reid Lovett, and co-signed by either the Mayor of said City who is presently Tim Varnadore, or the Mayor Pro Tem, who is presently Mickey Bass. Any and all checks or drafts signed in the name of the City of Baxley by or through said officials shall be legal and valid and fully binding on the City of Baxley.
Duly adopted in a regular meeting of the Mayor and Council of the City of Baxley held on the 8th day of January, 2020.

Mayor Pro Tem Bass made a motion to adopt the following Resolution Establishing the Duties and Responsibilities of Fiscal Year 2019-2020 Budget and establish Procurement Procedures for same. This motion was seconded by Councilman Thomas and carried unanimously.

RESOLUTION

ESTABLISHING THE DUTIES AND RESPONSIBILITIES OF THE CITY MANAGER AS RELATED TO FISCAL CONTROL PROCEDURES OF THE FY2019-2020 BUDGET AND ESTABLISHING PROCUREMENT PROCEDURES FOR SAME.

WHEREAS, Article II, Section 1.11(g) of the City Charter of the City of Baxley, Georgia, defines the duties and responsibilities of the City Manager regarding the preparation of the annual budget; and

WHEREAS, Mayor and Council of the City of Baxley are required to establish, by resolution, specific fiscal control procedures, procurement policies and budgetary accounting period each fiscal year; and,

WHEREAS, the following policies/procedures shall apply to both the General Fund and Enterprise Fund(s) of the City of Baxley.

NOW THEREFORE BE IT RESOLVED, by Mayor and Council, the City of Baxley, Georgia, in Council duly assembled, and by authority of same, that the following fiscal procurement policies are hereby adopted for FY2020.

1. The fiscal year (budgetary accounting period) for the City of Baxley shall begin October 1, 2019 and shall end September 30, 2020. The General Fund and Enterprise Fund(s) budgets have been prepared by the City Manager and adopted by Mayor/Council in accordance with the provisions of the City Charter and the rules/regulations of Federal Register Volume 4, #189 issued by the United States Department of Treasury.
2. Purchase of services, supplies and equipment shall be made at state contract bid prices, or from state agencies as available. Other supplies/services where specifications and procedures will permit, shall be purchased by annual supply contract or on a bid basis.
3. The provisions of the City of Baxley Purchasing Manual, as adopted and/or amended, by the Mayor and Council, shall apply as to purchases of services, supplies, equipment, and repairs made by the City Manager and/or his designee.
4. No expenditure of funds shall be made that has not been included in the budget duly approved or amended by Mayor and Council and a purchase order, authorized by the City Manager has been issued; no funds transferred from one department to another without prior approval of the City Council.
5. A minimum or \$10,000.00 value is hereby established to qualify as Fixed-Asset amount.

ADOPTED this the 8th day of January, 2020.

Mayor Pro Tem Bass made a motion to set a public hearing date on Tuesday, February 4, 2020 at 6:00 p.m. to hear public comments on a petition for annexation filed by Ag South Farm Credit, ACA, located at 2215 Hatch Parkway South, be annexed and establishing a Business Residential (BR-1) Zone in voting district #4. This motion was seconded by Councilwoman Livingston and carried unanimously.

Councilwoman Livingston made a motion to accept Fire Chief Trampis Carter's recommendation to award the low bid to Municipal Equipment for the purchase of a Honda GX 630 engine for \$7,528.00, which is within the budget. Bids as follows:

Municipal Equipment Company	\$7,528.00
Darley Equipment	\$8,777.00

This motion was seconded by Mayor Pro Tem Bass and carried unanimously.

Mayor Pro Tem Bass made a motion authorizing the Mayor and City Manager to negotiate the contract with Ryland Environmental for renewal and after further negotiating they will report back to the Council. This motion was seconded by Councilman Thomas and was carried unanimously.

Mayor's Report

1. Mayor Varnadore attended the Christmas tree lighting on City Hall front lawn December 11, 2019 and the event was well attended.
2. Mayor Varnadore attended the Winter Wonderland festivities, also held on City Hall grounds, December 14, 2019 with rides, food, and games that were enjoyed by many.
3. Mayor Varnadore enjoyed the City's Christmas luncheon held at the First Baptist Church on December 23, 2019.

Council Members Report

1. Councilman Thomas requested we continue to pray for Councilman Pat Williams.
2. Councilman Thomas announced the importance of the upcoming 2020 Census explaining how it is useful in obtaining federal funds, grants and support to states, counties and communities which are based on population. Our community benefits most when the census counts everyone.

City Manager Report

1. City Manager Lovett attended the Appling County Commissioners meeting last evening and it was announced that County Manager Lee Lewis resigned.
2. City Manager Lovett noted he was glad to see all the Department Heads here this morning and he appreciates all they do.

There being no further business, Mayor Varnadore declared the meeting adjourned.

City Clerk

