

REGULAR COUNCIL MEETING

The regular meeting of the Baxley City Council was held on January 12, 2022, at 8:30 a.m., with the following members present: Mayor Tim Varnadore; Mayor Pro Tem Mickey Bass; Councilmembers: Betty Livingston, Pat Williams, Adam Thomas, Santina Fryer and Ora Hall.

Other city officials present were: Reid Lovett, City Manager; Reba Cash, City Clerk; Alex Johnson, City Attorney; Miranda Tanner, David Gore, Mitchell Wilkerson, Lt. Clinton Hendrix and Police Chief Jeffery Taylor.

Mary Ann Ellis representing the Baxley News Banner was present.

Emmitt Nolan representative of Congressman Buddy Carter's office

Jan Kennedy, Hunter Smith and Mark Varnadore representatives of District Attorney Keith Higgins' office.

Capt. Kenny Wright of the Appling County Sheriff's office.

Other members of the public present were: Bro. Rick Brown, Leslie Burch, Chad Kent and John Thomas Kimbrel.

Robert W. Guy, Jr., Superior Court Judge, administered the oath of office to the newly elected officials: Mayor Tim Varnadore; Mayor Pro Tem Mickey Bass; Councilmembers Pat Williams and Adam Thomas.

Councilman Thomas led the Pledge of Allegiance.

Bro. Rick Brown gave the invocation.

Councilwoman Livingston made a motion approving the minutes of the Regular Council Meeting of December, 22, 2021 at 8:30 a.m. This motion was seconded by Councilwoman Fryer and carried unanimously.

Councilman Thomas made a motion to elect Guyton L. "Mickey" Bass to serve as Mayor Pro Tem for the upcoming 2022 year. This motion was seconded by Councilwoman Fryer and carried five to one Mayor Pro Tem Bass abstained from vote.

Councilwoman Livingston made a motion to re-appoint Pres Johnson as Municipal Court Judge for the upcoming 2022 year. This motion was seconded by Mayor Pro Tem Bass and carried unanimously.

The following depository resolution for 2022 was approved on a motion by Councilwoman Hall and seconded by Councilwoman Livingston 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General Fund, Water and Sewer Funds, Water Meter Deposit Funds, Sinking Fund Accounts, and the Contingency Fund, may be withdrawn or transferred including the whole or any part of same; by checks or drafts issued in the name City of Baxley and signed by the City Clerk, who is Reba Cash,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

Guyton “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 12th day of January, 2022.

Councilman Thomas made a motion to adopt the following Resolution Establishing the Duties and Responsibilities of Fiscal Year 2022-2023 Budget and establish Procurement Procedures for same. This motion was seconded by Mayor Pro Tem Bass and carried unanimously.

RESOLUTION

ESTABLISHING THE DUTIES AND RESPONSIBILITIES OF THE CITY MANAGER AS RELATED TO FISCAL CONTROL PROCEDURES OF THE FY2022-2023 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 FY2022.

1. The fiscal year (budgetary accounting period) for the City of Baxley shall begin October 1, 2021 and shall end September 30, 2022. 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 12th day of January, 2022.

Councilwoman Hall made a motion to approve the MLK Parade for Monday, January 17, 2022. This motion was seconded by Councilman Thomas and carried unanimously.

City Manager's Report

1. City Manager Lovett announced he attended the SPLOST committee meeting last night to preliminary present request on behalf of the City. He added that he will inform the mayor and council as these presentations are ongoing and he will meet with them again for final presentations at a later date.

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

City Clerk