



120 North Essa Street, Lake
Park, Georgia 31636
City Hall 229-559-7470
Fax 229-559-7499

City of Lake Park Regular Meeting
April 2, 2019 6:00 PM

Agenda

Minutes – February 5 Post Executive Meeting Minutes-Per Rob Plumb, March 5 Regular Meeting, March 18 Call Meeting, and March 25 Work Session

Financials –March

Citizens' Concerns

Department Reports

Police Department - Crown Vic Bid & Trailblazer Bid, Officer recommendation

Fire Department – Signature for grant

Maintenance Department- Approval of Engineer Report for Jackson Circle drainage

Water Department – Emergency Water Repair payment authorization

Probation Company

Drainage Issue – Broadway update
Jackson Circle

Executive/Admin Reports –

Annual Fire Department Appreciation breakfast April 13 at 8:30

**Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Coordinator at 229-559-7470 promptly to allow the city to make reasonable accommodations for those persons.*



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City of Lake Park Regular Meeting Minutes
April 2, 2019 6:00 PM

Mayor Keith Sandlin welcomed everyone and led the Pledge of Allegiance followed by an invocation.

Those present for the meeting were as follows; Mayor Sandlin, Mayor Pro Tem Ronald Carter, Council Members Tom Barr, Tyler Davis, and Carl Taylor. Also present were Clerks Tabatha Fowler and Connie Martinez, Fire Chief David Brown, Interim Police Chief David Kinsey, and Maintenance Supervisor Jeff Patterson.

Mayor Sandlin called for review of the minutes from February 5 Post Executive Meeting Minutes-Per Rob Plumb, March 5 Regular Meeting, March 18 Call Meeting, and March 25 Work Session. Member Carter made a motion to accept minutes, Member Davis second, all in favor motion passed.

Sandlin called for review of the March financials. Member Carter made a motion to accept the financials as presented, Member Barr second for discussion. Member Barr asked Clerk Fowler what all was recorded under the miscellaneous revenue, Fowler stated several things are coded to that account line and that she would have to run a detail report to state exactly what was recorded to it. When question called, Members Carter and Barr in favor to approve financials, all in favor motion passed.

Citizens' Concerns

Clerk Fowler called on Kaylin Woods with Georgia Probation Management to come forward and introduce himself to Council. Fowler explained that Mr. Woods had come to meet with herself, Chief Kinsey, and Jeff Patterson regarding probation services.

Mayor Sandlin called for department reports

Interim Police Chief David Kinsey came forward to give department report. He stated that he had gotten a bid for 4 radios in the amount \$13,189.28. He continued to state he would like additional time to make final recommendations for full time officers. He did have a few part time recommendations and they were Eugene Bennefield, JP Leverett, Corey Myers. Mayor Sandlin called for opening of bids on the vehicles. Clerk Fowler opened the single sealed bid submitted on the Crown Vic, it was for \$1150 from A-1 Bail Bonding, Charles Smith. Clerk Fowler opened the sealed bids for the Trailblazer, they were as follows; \$1050-Tommy Crews, \$1100- Tommy Crews, \$1150- Anthony Pilkinton, \$1201-Shawn McDonald, and \$1652.08-Scott Fowler. Member Barr made a motion to accept the highest bid for each vehicle, Member Davis second, all in favor motion passed. Member Barr made a motion to add police chief recommendation to be included with the officer recommendation on the agenda, Member Davis second it, all in favor motion passed. Member Barr made a statement regarding the applications/resumes that were submitted. Barr went on to make a motion to appoint David Kinsey as Police Chief and for Clerk Fowler to notify all applicants that the position had been filled, Member Taylor second. Member Davis stated that he was for Kinsey as Chief and that they should send him to whatever training he needed to be able to fulfill the job requirements. When question called all in favor, motion passed.

Fire Department Chief David Brown came forward. He had previously requested the Mayor to sign an authorization for him to apply for a forestry grant. Member Barr made a motion to authorize the Mayor to sign for the grant application, Member Davis second, all in favor motion passed. Chief Brown also asked for authorization to purchase 2 new SCBA's to be paid for from the fire department budget, Member Barr made a motion to approve the purchase, Member Davis second, all in favor motion passed.

Maintenance Department Supervisor Jeff Patterson came forward. He stated that Council had previously discussed the drainage issue on Jackson Circle and he asked for authorization to have Arrow Engineering to prepare an engineering report for the repair work needed. Member Davis stated he had discussed additional needs for the assessment and stated that the expense cap should be no more than \$3000. Being no further discussion, Member Davis made a motion to authorize Arrow Engineering to prepare an engineer report for the repair of the drainage issue on Jackson Circle, Member Barr second, all in favor, motion passed. Patterson went on to ask Council to review the inspection and cost of a backhoe loader that he was notified about by Jim Rodgers, Flint Construction & Forestry Division.

Clerk Fowler explained that an outstanding invoice was owed by the water department for the emergency repair on Lawrence Street. Fowler stated that she needed Council approval for payment since the cost exceeded her authorized spending limit. Member Carter made a motion to authorize payment for the emergency repair in the amount of \$2800 to be paid from Enterprise Fund, Member Davis second, all in favor motion passed.

Mayor called for discussion of the probation company. Clerk Fowler advised that the current probation company, JAG, will no longer be providing service to the City of Lake Park. She went on to state that Council would need to vote for a new probation company. Mayor called for Chief Kinsey to come forward with a recommendation. Kinsey stated that after reviewing their proposed contract and meeting with them previously, he felt that going with Georgia Probation Management would be their best bet and that it should be seamless transition. Member Barr made a motion to authorize the agreement with Georgia Probation Management, Member Davis second, all in favor motion passed.

Mayor Sandlin called for drainage issue update for Broadway and Jackson Circle. With Jackson Circle being discussed previously, that left Broadway. Member Davis stated he had not had time to meet up with the property owner, but would do so soon and report back to Council.

Mayor called for Executive/Admin Reports

Annual Fire Department Appreciation breakfast April 13 at 8:30. Member Davis advised Chief Brown that he would not be able to attend due to work obligation. Brown requested for a final head count by April 10, 2019 so they could cook according to attendees.

Member Barr asked about Permitting Checklist. Clerk Fowler explained that she had met with Valdosta Permitting and they had reviewed the checklist that Fowler and Martinez had created for accuracy. Fowler advised that she had included in their packets a copy of the checklist, printed list of requirements that the City of Valdosta has, and a copy of the service agreement between Valdosta and the city for their permitting process. After discussion, Clerk Fowler asked that the item be put on the work session agenda to be discussed in further detail. She advised that the amendments that the Council is currently requesting should all be submitted at one time instead of different intervals. This will ultimately save the city money in the end and Attorney Plumb can be involved. No action taken and item will be put on the work session agenda for April.

Mayor Sandlin stated that the next thing he had was Mrs. Joyce at the barber shop had a water bill that was about \$250 or \$275 and she has paid it down to about \$150. He went on to say that he told her to only pay the regular amount until he could bring it to Council and see if we could write the rest of that \$150 bill off for her. Council asked for reasoning and Mayor said it was from a busted line. Member Davis asked if she was made aware of the busted line. Clerk Fowler asked if she was to answer, she explained that there had been 3 leaks within about 3 months' time and she was made aware of the leaks each time. Further discussion and review of the circumstances followed. Mayor stated that Fowler had the authority to write that off or adjust the bill and at one time the Mayor had that authority, and the stated he would like to have that authority again. He said he wasn't talking about turning water on or off, but just for a busted water line. More discussion followed, Member Davis said he thought they should waive the late fees. Fowler explained the process that is followed when a suspected leak or busted line is found. A data log is ran on the meter to determine the amount of water loss, this process can give record of the water used, down to an hourly basis. She further explained that citizens are encouraged to show proof of repair, either a plumbers bill or even a receipt for the supplies needed to make the repair and that

she would adjust the billing. She further stated this process was just done recently for a citizen on Pine Circle whose meter had been drove over and busted, twice.

Mayor said the next thing he had was the post for Mr. Doc had asked the city about at the last Council meeting. Mayor asked if we wanted to put any kind of barrier up or not? Member Barr asked if it were legal for us to put it on his personal property. Mayor stated he did not know but that he would probably put it up if we would furnish the posts. Member Barr refereed to Patterson asking about putting the post up on private property, Patterson replied that was up to Council. Mayor said that we could put them up on city property or state property, Patterson replied that DOT would not let us do that. Mayor questioned the statement that DOT wouldn't let us do that, he went on to say he may not have been Mayor for the past 8 years but he was Mayor for last 20 years, Patterson stated he would give him the number. Mayor said he just told them that he would bring it to Council. Member Barr said he had no problem helping anybody but he was told that we couldn't put it on DOT property and that we couldn't go on private property to do work. Member Carter stated that if it was his house and he wanted posts up, he would put them up. It was not the responsibility of the city to put them up on his property. Carter went on to say that he would even volunteer to help him put the posts in but it wasn't up to the city to do it.

Mayor Sandlin went on to ask about the post being put at the pond, he wanted to know how far were they going with those and stated that it was brought to his attention that the post were not in the ground and were not level. Member Barr explained that the posts were not set permanently yet and that they would be leveled up before they were permanent. The project is still being worked on.

Mayor then asked Clerk Fowler about purchasing a jump drive. He went on to state that he wanted it to be able to upload the personnel policy and be able to go in to change or alter the document. Fowler stated that they would be included in the next supply order.

Mayor Sandlin asked about Parks & Recreation, he asked if we need a Parks & Rec and said he understood that they did not want to do the 4th of July. Member Taylor stated that there was some miscommunication and that the committee would meet again soon and come back to Council with more information.

Final discussion regarding possible executive meeting to review upcoming litigation, Council decided to hold a Call Meeting on Tuesday April 9, 2019 at 6:00 PM. The Call Meeting agenda item will be Litigation. Mayor asked for Clerk Fowler to contact Attorney Plumb and to have him there for the meeting.

Being no further business, Member Carter made a motion to adjourn at 7:15, Member Davis second, all in favor motion passed.

Read & approved Deborah Fowler Date 5-7-19



5645 Riggins Mill Road
Dry Branch, GA 31020
P. 478-751-3500
F. 478-751-3485

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Sandia Sparks
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January 24th, 2019

Lake Park Volunteer Fire Department
Attn: David Brown
120 Essa Street
Lake Park, GA 31636

Thank you for your recent Volunteer Fire Assistance (VFA) 50/50% Grant Application. The Georgia Forestry Commission (GFC) utilizes funds from a federal competitive grant from the U.S. Forest Service to pass funding to local fire departments in Georgia for specific items in an effort to establish and/or enhance wildfire safety, readiness, and response.

It is with pleasure to notify you that your 2019 50/50% VFA Grant Application was approved for funding. The total amount of this grant awarded to the **Lake Park Volunteer Fire Department** will be **\$614.75**. This amount equals 50% of the total cost the fire department indicated on the 2018 Grant Application, but not exceeding the maximum \$5,000 per grant applicant.

To receive the above approved amount, the following items **MUST** be completed:

- The items requested on the grant applications must be purchased by the fire department no later than April 30th, 2019.
- A copy of paid receipt(s) which itemizes each item purchased and the total amount paid for the items by the fire department.
- The fire department or authorized entity making the purchase of the approved items on behalf of the fire department must provide an invoice to the GFC for 50% of the total amount expended by the fire department.
- Read, understand, complete, and sign the enclosed Federal Funding Accountability and Transparency Act (FFATA) Agreement and return the signed Agreement. (If not already signed).

Mail all required documentation to:

Georgia Forestry Commission
Attention: GFC Rural Fire Defense (RFD) Coordinator
5645 Riggins Mill Road
Dry Branch, Georgia 31020

Due to the Federal Shut Down, we will not be able to process invoices until the Federal Government resumes normal operations. We will hold all required documentation and once normal operations resume, the RFD Coordinator will process the invoices within 30 days.

The GFC would like to thank you for being a tremendous partner helping to prevent and suppress wildland fires in Georgia.

Regards,

Frank Sorrells, Chief of Forest Protection

FORD
2008 Crown Vic
Bid


O'Reilly AUTO PARTS
PROFESSIONAL PARTS PEOPLE

1100.⁰⁰ = 1150.00

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489 South Fry St. Valdosta, Ga 31601



Tommy Pius

251-4832

6675 Bellville Road

LAKE PARK GA 31636

2006 Chevy TRAIL BLAZER
\$1,050.00

2006 Rail Blast - Chewy

\$1,100.00

Jimmy
251-4832

1000

Anthony Pilkinton

4397 Williams Rd

Valdosta Ga, 31601

Work: (229) 559-0133 Cell: (229) 561-0095

I Anthony Pilkinton would like to bid
\$1150.00 on the Chevrolet Trailblazer.

2006 Trail Blazer

Bid \$ 1201⁰⁰

Shawn McDonald

Lake Park,

Please accept my bid of \$1,652.08 for the 2006 Chevrolet Trailblazer.

Regards,

Scott Fowler