

## Minutes of Hahira Council Meetings for December, 2009

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**HAHIRA CITY COUNCIL  
WORK SESSION  
NOVEMBER 30, 2009  
6:30 P.M.  
COURTHOUSE**

Mayor and Council met for a Work Session November 30, 2009 at the Courthouse with Mayor Wayne Bullard presiding.

**PRESENT:**

Mayor Wayne Bullard, Councils: Mayor Pro Tem Adams, Terry Benjamin, Ralph Clendenin, Bruce Cain, City Manager Jonathan Sumner, Police Chief Terry Davis, Director Donnie Warren, City Clerk Belinda Chappell.

**ABSENT:** Fire Chief Dwight Bennett

**REVIEW/CORRECTION OF MINUTES:**

**A.) November 2, 2009 Work Session**

**B.) November 5, 2009 Council Meeting**

Mayor Bullard asked if there were any questions concerning the minutes. There were no questions concerning the minutes.

**REVIEW OF BILLS/ BUDGET OVERAGES:**

Mayor Bullard asked if there were any questions concerning the bills. Mayor Pro Tem Adams stated she had a question regarding the bill from South Georgia Media Group and the payment to them in the amount of around \$400 dollars. Adams stated she was concerned with what this payment was for. City Manager Sumner stated he would research the bill and report back to Council at the Thursday night Council meeting.

**PUBLIC HEARINGS:**

**A.) Amendments to the FY2009 Budget (City Manager)**

City Manager Sumner stated to Mayor and Council that the Auditor recommended that the City amend the budget by each department line item. Sumner stated as long as the City was within 10% of the department line item to the good, the City could move any extra money that wasn't used in a certain line item to a line item that needed the extra funds within the department. Sumner stated there were only a couple of line items that needed to be amended, these included, the judges fees line item, the reason for the amendment was because there was an extra quarter in the year and the judge bills by the quarter. Sumner stated the other amendment to the budget was for the special revenue fund which the City did not anticipate making SPLOST expenditures for the FY2009. Sumner stated all of the SPLOST expenditures were previously approved by Council during the year. Sumner stated that Council needed to adopt a special revenue budget, the budget would help to show where the SPLOST expenditures were

used. Sumner stated he would entertain any questions Council may have. There were no questions at that time.

**B.) HA-2009-06 Special Exception for Building Size- Primax Properties  
(Planning and Zoning Administrator)**

**C.) HA-2009-07 Variance Request for Various Items – Primax Properties  
(Planning and Zoning Administrator)**

City Manager Sumner stated that Anne Marie Wolfe was unable to attend the Work Session but would be attending the Thursday night Council meeting to discuss these agenda items with Mayor and Council.

**DISCUSSIONS:**

**A.) Presentation on Gift to City Signs (Downtown Development  
Coordinator)**

Emily Newkirk, Downtown Development Coordinator stated to Mayor and Council that a representative from the Gift to the City program came and spoke to the Mayor and City Manager about their products they have to offer. Newkirk stated the purpose of the program was to help municipalities to get sponsors to help with the cost of the signs. Newkirk stated the sponsor would have a place on the sign or another location in the City to display the name of their business by helping fund the cost of the sign. Newkirk stated the City would provide the Gift to the City program a list of businesses located within the City and try to get them to sponsor a sign. Newkirk stated an agreement needed to be signed with the Gift to the City program for them to help the City with the signs. City Manager Sumner stated some of the essential needs were the sign at the Courthouse, the Caboose and maybe the signs at the City parks. Newkirk stated there would be no charge to the City for this program if Council agreed to move forward. Councilman Clendenin stated he was concerned if anyone had contacted any of the downtown businesses to see if they were interested in this type program. Sumner stated that is what the representatives from the Gift to the City program would do. Councilman Benjamin stated he was concerned if any information could be provided to see what cities had participated in this program. Sumner stated he would contact our GMA representative Kelly Shields and see if she could provide the information to Hahira.

**B.) Health Insurance (City Manager)**

City Manager Sumner stated to Mayor and Council he had received several questionnaires for employees to fill out regarding their health from three separate insurance companies. Sumner stated he had not received any competitive quotes that would compare to GMA insurance with the exception of one company. Sumner stated Napon Life Insurance quoted a savings of \$20,000 dollars in comparison of what we are currently paying for health insurance with GMA. Sumner stated the City insured about seventeen full time employees and this would be about \$100 dollars per employee of savings. Sumner stated with Napon insurance the deductible was the same but the out of pocket expense was somewhat more expensive than GMA insurance. Sumner stated if Council chose to stay with GMA, there would have to be some way to absorb the extra expense, either by passing the cost along to the employees or maybe taking the Christmas bonus away and maybe taking a percent off of the COLA. Councilman Benjamin stated when the City chose to cover the employees with insurance, Council met with several different companies and GMA beat the other companies hands down with the policy they offered to the City. Benjamin also stated that the insurance with GMA had not had an increase in cost since the plan went into effect, but had increased for FY2010. Mayor Pro Tem Adams stated she would like for the City Manager to check with an insurance company in Lakeland on their quotes to see if maybe they have a better plan to offer the City. Sumner stated he would check on other quotes for the City.

**C.) Recycling Center (City Manager)**

City Manager Sumner stated to Mayor and Council that the fence at the recycle center on Union Road was down and needed to be put back up to operate the center. Sumner stated Council needed to discuss the option of building a small structure for the employee who would be staffing the center, and also whether the recycling center needed electricity on site. Sumner stated he had received a call from EPD stating that a complaint had been made against the center on Hall Street by a citizen who lived adjacent to the recycling center. Sumner stated that was a City matter and EPD had no control over the recycle center, that EPD was just passing the complaint along to the City Manager. Sumner stated he would try to contact the County to see if they would put the fence back up at the Union Road site.

**D.) Attendance at Chamber of Commerce Annual Dinner (City Manager)**

City Manager Sumner stated to Mayor and Council it was that time of year again for the annual Chamber of Commerce Dinner. Sumner stated he needed to know if Council was willing to pay for a corporate table or individual tickets to the Dinner. Sumner stated the corporate table for 10 would be \$350 dollars and the individual tickets were \$40 dollars.

**E.) Contribution to Moody Support Committee (City Manager)**

City Manager Sumner stated to Mayor and Council a decision was needed on whether to support Moody this year. Sumner stated the City normally sends a \$1000 dollar donation to support Moody each year and that it was money well spent.

**F.) Submission of a FY2010 CDBG Grant (City Manager)**

City Manager Sumner stated to Mayor and Council that the CDBG grant the City submitted last year was not approved. Sumner stated the Senior Citizen Center was turned down and he felt the City may need to look into submitting a different project maybe for utility improvement program in a certain area of the City that needed the improvements. Director Warren stated the area on the Westside of town was in need of improvements due to the fact there was still clay terracotta pipes in that area and there was still several manholes that needed replaced. Council felt they should have the City Manager submit an application for the rehab work in the areas of the City that was in need. Sumner stated he would submit the grant application to CDBG.

**CONTRACT RENEWALS:**

**A.) Jessica Freeman (Chief Davis)**

Chief Davis stated to Mayor and Council he would like to continue the contract work with Jessica Freeman the Probation Officer for Hahira. Davis stated she does a great job and brings revenue in for Hahira. Councilman Clendenin stated he was concerned with how much money Freeman brings in for Hahira. Davis stated she brings in around \$12,000 a year through the probation program.

**B.) Robert Mellott Tech Service Contract (City Manager)**

City Manager Sumner stated to Mayor and Council he had spoken with the administrative staff and they were pleased with the work that Robert Mellott was doing for the City regarding the IT support work. Sumner felt it was a good choice to renew the contract with Mr. Mellott for another year. Chief Davis stated he was pleased when the City first started using Mellott for the IT work, but in the past he had problems contacting Mellott and when he did, he was slow to respond to the problems in the Police Department. Sumner stated he felt Mellott may have more business now than when he first got the contract with the City and he may be having a hard time getting to everyone in a timely manner. Sumner stated he would talk with Mr. Mellott about the problem.

**C.) Griffin Solid Waste (PWD Warren)**

Director Warren stated to Mayor and Council it was time to renew the contract for the solid waste pick-up. Warren stated there had been problems in the past but he felt the complaints were slowing down. Warren stated the only thing he felt that could be improved would be for Griffin to purchase more trash cans for the City. Councilman Benjamin stated the biggest concern he had was that the extra garbage on the side of the cans was not being picked up by Griffin. Sumner stated a newsletter was sent out to every resident in Hahira stating that Griffin would pick up two extra garbage bags from each resident.

There being no further business to discuss, the meeting adjourned at 8:30 P.M.

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Mayor, Wayne Bullard

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City Clerk, Belinda Chappell

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**HAHIRA CITY COUNCIL  
COUNCIL MEETING  
DECEMBER 3, 2009  
7:30 P.M.  
COURTHOUSE**

**Mayor and Council met for a Council Meeting December 3, 2009 at the Courthouse with Mayor Wayne Bullard presiding.**

**PRESENT:**

**Mayor Wayne Bullard, Councils: Mayor Pro Tem Adams, Terry Benjamin, Ralph Clendenin, Bruce Cain, City Manager Jonathan Sumner, Police Chief Terry Davis, Fire Chief Dwight Bennett, City Clerk Belinda Chappell.**

**ABSENT: Director Donnie Warren**

**CALL TO ORDER: Mayor Wayne Bullard**

**ESTABLISH QUORUM: Mayor Wayne Bullard**

**PLEDGE OF ALLEGIANCE: Mayor Wayne Bullard**

**INVOCATION: Councilman Terry Benjamin**

**REVIEW/CORRECTION OF MINUTES:**

**A.) November 2, 2009 Work Session**

**B.) November 5, 2009 Council Meeting**

Mayor Bullard asked if there were any questions concerning the minutes. There were no questions concerning the minutes. Mayor Bullard asked for a motion. Mayor Pro Tem Adams made a motion, seconded by Councilman Cain, vote was unanimous.

**REVIEW OF BILLS/ BUDGET OVERAGES:**

Mayor Bullard asked if there were any questions concerning the bills. City Manager Sumner stated the questions that Mayor Pro Tem Adams was concerned about at the Work Session was through the Better Hometown account and that the City was anticipating some revenue to come in that would be covering those expenditures. Mayor Bullard asked for a motion. Councilman Benjamin made a motion, seconded by Councilman Clendenin, vote was unanimous.

**PUBLIC HEARINGS:**

**A.) Amendments to the FY2009 Budget (City Manager)**

City Manager Sumner stated to Mayor and Council that the Auditor recommended that the City amend the budget by each department line item. Sumner stated as long as the City was within 10% of the department line item to the good, the City could move any extra money that wasn't used in a certain line item to a line item that needed the extra funds within the department. Sumner stated there were only a couple of line items that needed to be amended, these included, the judges fees line item, the reason for the amendment was because there was an extra quarter in the year and the judge bills by the quarter. Sumner stated the other amendment to the budget was for the special revenue fund which the City did not anticipate making SPLOST expenditures for the FY2009. Sumner stated all of the SPLOST expenditures were previously approved by Council during the year. Sumner stated that Council needed to adopt a special revenue budget, the budget would help to show where the SPLOST expenditures were used. Mayor Bullard asked if there were any questions. There were no questions. Mayor Bullard asked for a motion. Councilman Clendenin made a motion, seconded by Councilman Benjamin, vote was unanimous.

**B.) HA-2009-06 Special Exception for Building Size- Primax Properties  
(Planning and Zoning Administrator)**

Anne-Marie Wolfe with the Valdosta Planning and Zoning Commission stated to Mayor and Council that any building that was over 15,000 square foot required a special exception from the City Council. Wolfe stated the Harvey's grocery store building was approximately 28,000 square feet which exceeded the 15,000 square feet approved by Council. Wolfe stated that the modifications that the property owners and developers made with the con site plan would help to keep the content of the Gateway Development in place. Wolfe stated that the Planning Commission did recommend approval for the site plan modifications of the Harvey's development, with the exception that the building would be a one story building and was not to exceed 30,000 square feet. Wolfe stated the second condition was that there was to be no direct access from the grocery store parcel onto Georgia highway 122, that all traffic would be filtered out through the other two accessible roads or the new road. Wolfe stated the Planning Commission approval was subject to the conceptual site plan that was submitted. Councilman Benjamin stated he was concerned if there were any specifications for the out parcel of the property. Wolfe stated there were no special specifications for the outparcel as long as it fell within the adopted ordinance of Council. Councilman Clendenin stated he was concerned with the building going over the required square footage. Wolfe stated if the developers anticipated exceeding the approved square footage, they would have to report back to the Planning and

Zoning Commission for approval. Mayor Bullard asked if there was anyone wishing to speak against. There was no one wishing to speak against. Mayor Bullard asked if there was anyone wishing to speak in favor. Matt Martin residing at 100 North Patterson Street Valdosta Georgia. Mr. Martin stated to Mayor and Council he was representing the Hahira Gateway Project. Martin stated he was in favor of the development. Councilman Clendenin stated he was concerned about the height of the sign for the grocery store. Martin stated the developers would have to comply with the sign regulations approved. Council was concerned with the landscaping of the property and the requested buffer behind the Harvey's that would separate the store from the residential property behind the store. Wolfe stated if Council wanted there to be a vegetative buffer requirement, it needed to be added as a condition by Council. Mayor Bullard asked for a motion that would include the Special Exception for a 30,000 sq. ft. building within the Hahira Gateway Corridor Overlay with the following conditions:

- 1) The building shall be one-story and used as a commercial grocery store and shall not exceed 30,000 sq.ft.
- 2) Approval is based on the submitted conceptual site plan dated 11-18-09 in as much as the grocery store is a single freestanding building the is part of a larger commercial village with individual buildings and shared parking areas.
- 3) There shall be no direct access from the grocery store parcel onto GA-122.
- 4) A natural vegetative buffer no less than 8' shall be maintained by the developer along the rear of the property and West Main Street Extension. This buffer should include the existing vegetation. Any supplemental vegetation planted within the buffer shall be of the evergreen variety. A decorative fence or decorative wall shall be constructed along the service areas.

Councilman Benjamin made a motion, seconded by Councilman Cain, vote was unanimous.

**C.) HA-2009-07 Variance Request for Various Items – Primax Properties  
(Planning and Zoning Administrator)**

Anne-Marie Wolfe with the Valdosta Planning and Zoning Commission stated to Mayor and Council that Primax Properties had redeveloped the site plans and changed the elevation for the Harvey's grocery store. Wolfe stated Primax was requesting a variance on several items that included:

1. Front yard setback between 15' and 75' from property line.
2. No more than 50% of the front yard to consist of parking and driveways
3. Building Materials limited to 33% Split-face block/concrete masonry units and 50% high grade stucco.
4. Building Facades longer than 100' must be modulated with off-sets in the horizontal plane that are at least 4' in depth and at least 20' in length
5. No blank wall (no windows or doors) along a façade exceeds 50'
6. A minimum of 30 percent of the ground floor exterior wall facing the right-of-way consists of windows

Wolfe stated that staff recommended approval for items 1 through 3 and recommended denial for items 4 through 6. Wolfe stated the Planning Commission recommended approval of all the variances except item 6 due to the recommendation included the requests consistency with the comprehensive Plan and the lack of need for the building façade variance. Wolfe stated one other variance that needed to be considered was the height of the lighting. Wolfe stated Harvey's would like to have some of the lighting throughout the parking lot of 35ft and the City's regulations require the lighting not to exceed 25ft. Wolfe stated the reasoning of this height difference was the higher the lighting the more area it covers. Chief Davis stated this could help with the crime and safety issues in that area. Mayor Bullard asked if there was anyone wishing to speak against. John Quarterman residing in Lowndes County addressed the Council concerning the lighting issues. Mayor Bullard asked if there was anyone wishing to speak in favor. Matt Martin residing at 100 North Patterson Street Valdosta addressed the Council stating that he was in favor of the Variance. Mayor Bullard asked for a motion that would include the following conditions:

- a) Front yard setback between 15' and 75' from property line.
  - a) No more than 50% of the front yard to consist of parking and driveways
  - b) Building Materials limited to 33% Split-face block/concrete masonry units and 50% high grade stucco.
  - c) Building Facades longer than 100' must be modulated with off-sets in the horizontal plane that are at least 4' in depth and at least 20' in length
  - d) No blank wall (no windows or doors) along a façade exceeds 50'
  - e) A minimum of 30 percent of the ground floor exterior wall facing the right-of-way consists of windows

**Conditions of Approval:**

- 1) DOT approval of sidewalk and accompanying aesthetics within the right-of-way along Highway 122; otherwise, such improvements shall be constructed on the private property and deeded to the City.
- 2) Approval conditioned upon the Façade Concept/ Elevations submitted by the applicant dated 11-18-09.
- 3) An acceptable artwork concept shall be placed within the designated "mural area" on the side elevations submitted within the Façade Concept submitted by Hahira Gateway on 11-18-09. Such area shall be used for art and not commercial signage.
- 4) No more than six 35' lights will be installed in the front portion of the parking area.

Councilman Clendenin made a motion, seconded by Mayor Pro Tem Adams, vote was unanimous.

**CITIZENS TO BE HEARD:**

There were no citizens to be heard.

**DISCUSSIONS:**

- A.) Moved to 9D
- B.) Removed
- C.) Recycling Center (City Manager)

City Manager Sumner stated to Mayor and Council that the fence at the recycle center on Union Road was down and needed to be put back up to operate the center. Sumner stated Council needed to discuss the option of building a small structure for the employee who would be staffing the center, and also whether the recycling center needed electricity on site. Sumner stated he would try to contact the County to see if they would put the fence back up at the Union Road site. City Manager Sumner stated the City was hoping to have the site open for the first Saturday in January 2010. Mayor Pro Tem Adams stated in the previous meeting Council decided the site would be used for yard debris, old appliances, etc, but it would not be used for household garbage because the City already provided that service to the residents through Griffin Waste. Adams stated the City residents would have to show a picture ID and proof of a utility bill to have access to the site. Sumner stated it was a Council decision on whether the City would continue to try and get the County to put the fence back up or whether the City would spend the money to put up a fence, build the structure for the staffing of the site, and supply electricity to that location. Mayor Bullard asked for a motion. Councilman Clendenin made a motion to accept the expenditures for the fence, building, and electrical cost, seconded by Councilman Benjamin, vote was unanimous.

- D.) Moved to 9E
- E.) Moved to 9F
- F.) Removed

**CONSENT AGENDA:**

- A.) Probation Contract -Jessica Freeman
- B.) Tech Support Contract –Robert Mellott
- C.) Sanitation Contract –Griffin Waste
- D.) Sign Contract- Gift to the City
- E.) Chamber of Commerce Annual Dinner Table
- F.) Moody Support Committee Contribution

Councilman Clendenin stated he was concerned if the Chamber Dinner was for 10 people plus the spouses of the Department Heads and Council. City Manager Sumner stated it was for 10 people total and no spouses. Mayor Bullard asked for a motion. Councilman Benjamin made a motion to approve the consent agenda as stated, seconded by Mayor Pro Tem Adams, vote was unanimous.

**REPORTS:**

Councilman Clendenin thanked all the department heads for doing a great job, thanked Council and Anne Marie Wolfe for the hard work done on the Harvey's project.

Councilman Cain thanked all the department heads, City Manager, City Clerk, Mayor and fellow Council members for doing a wonderful job for the City.

Councilman Benjamin thanked the Mayor and Council for a great year, thanked the City Manager, City Clerk, Police, Fire and Public Works departments for doing a great job for the City. Benjamin thanked the citizens for attending the meeting and wished everyone a happy and safe holiday season.

Mayor Pro Tem Adams stated there would be a home decorating contest in December, plus the Mayors Motorcade this month. Adams also stated there would be volunteers needed for the dinner that the Church's would be sponsoring for the needy families in Hahira. Adams thanked the citizens for attending the meeting and Anne Marie Wolfe for going above and beyond the call of duty on the variance requests. Adams thanked the Mayor, Council, Department Heads, and Staff for doing a great job for the City. Mayor Pro Tem Adams stated she felt that 2010 would be a busy but great year for the City of Hahira.

City Manager Sumner thanked Mayor and Council for the opportunity to serve. Sumner thanked all the Department Heads for a great year and for keeping within the budget. Sumner thanked all the staff and wished everyone a very Merry Christmas.

Mayor Bullard thanked Council for doing a great job. Mayor thanked everyone for attending the meeting and thanked all the department heads for staying within the budget and doing a great job. Mayor Bullard wished everyone a Merry Christmas.

There being no further business to discuss, the meeting adjourned at 9:00 P.M.

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Mayor, Wayne Bullard

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City Clerk, Belinda Chappell

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