

Regular Council Meeting  
Tuesday, January 5, 2021 (6:00 p.m.)  
Kayse Room

At the Regular Council Meeting held on the above date the following members were present:

Mayor: Matt Seale  
City Council: Mona Paulk, Patrice Y.W. Manley, Lemora Moses,  
Steven Hudson, and Claire Clayton-Stone  
City Clerk: Lucile Middlebrooks  
City Attorney Warren Mixon  
Police Chief: Billy Hancock  
Assistant Public Director: Recarter Edge  
Assistant Public Director: Corneilus Hall

- First: Mayor Matt Seale called the meeting to order and determined a quorum, prayer by Mayor Matt Seale, and then the Pledge of Allegiance to the Flag of the United States of America was pledged and spoken by everyone.
- Second: Motion by Councilwoman Mona Paulk and 2<sup>nd</sup> by Councilman Lemora Moses to adopt the Agenda for Tuesday, January 5, 2021.  
All in favor say I – Voted 5 yes; Opposes none - Motion passed.
- Third: Motion by Councilman Lemora Moses and 2<sup>nd</sup> by Councilman Steven Hudson for the approval and adopting of the Minutes from the Regular Meeting of December 1, 2020.  
All in favor say I -Voted 5 yes; Opposes none – Motion passed.
- Fourth: Election of Mayor Pro-tem  
Mayor Matt Seale asked for nominations for Mayor Pro-tem  
Motion by Councilwoman Mona Paulk and 2<sup>nd</sup> by Councilwoman Patrice Y.W. Manley to nominate and elect Councilman Lemora Moses as Mayor Pro-tem for calendar year 2021.  
All in favor – Voted 5 yes: Opposes none – Motion passed.

Fifth: 2021 Standing Committees/Appointments  
Mayor Matt Seale reviewed his Committee Appointments with the Council.  
Matt Young will replace Randy Crenshaw on the Industrial Authority Board.

**STANDING COMMITTEES – 2021**

**COMMUNITY DEVELOPMENT COMMITTEE**

*Claire M. Clayton, Chairman  
Mona Paulk*

**PUBLIC SAFETY COMMITTEE**

*Patrice Y. W. Manley, Chairman  
Lemora Moses*

**PUBLIC WORKS COMMITTEE**

*Mona Paulk, Chairman  
Steven Hudson*

**RECREATION COMMITTEE**

*Lemora Moses, Sr. Chairman  
Claire M. Clayton*

**PERSONNEL COMMITTEE**

*Steven Hudson, Chairman  
Patrice Y.W. Manley*

**The Industrial Authority Board**

*Councilwoman Mona Paulk  
Mr. Matt Young*

*Approved at the January 5, 2021 Council Meeting*

**ETHICS COMMITTEE – APPOINTED 2016 & Updated**

Peggy Day – appointed May 3, 2016  
Maurice Lake – appointed September 6, 2016  
Lisa Cook – appointed September 6, 2016  
Terry Johnson – appointed September 6, 2016  
Vacant

Sixth:

Bank Loan Bids

Mayor Matt Seale asked for the Council’s approval to request interest rates for the General Fund’s operating expenses.

Mayor called for a motion.

Motion by Councilwoman Mona Paulk and 2<sup>nd</sup> by Councilman Steven Hudson to request interest rates from the banks for the General Fund operating expenses for up to \$450,000.00. City Clerk Lucile Middlebrooks will contact the banks.

All in favor – Voted 5 yes; Opposes none – Motion passed.

Seventh:

Downtown Development Authority Board of Directors Appointment

Mayor Seale read the letter from the Downtown Development Authority Board of Directors requesting to appoint to the board.

MATT SEALE Mayor mayor@cityofocilla.net	PATRICE Y.W. MANLEY Mayor Pro-tem	MIXON & MIXON City Attorney	LUCILE MIDDLEBROOKS City Clerk cityclerk@cityofocilla.net
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COUNCIL MEMBERS  
 Mona W. Paulk • Patrice Y.W. Manley • Lemora Moses • Steven Hudson • Claire M. Clayton  
 Quanneisa Harris, Front Desk Clerk • Randi Wynn, Front Desk Clerk

111 N. Irwin Avenue P.O. Box 626 Ocilla, GA 31774 (229) 468-5141 (229) 468-9447 FAX

December 30, 2020

Mayor/Council  
 City of Ocilla  
 111 N. Irwin Avenue  
 Ocilla, GA 31774

The Ocilla Downtown Development Authority (DDA) is pleased to nominate Angie Fuller to the Board of Directors of the Ocilla DDA. Angie has indicated an interest in serving in this capacity and has received eight hours of training on DDA organization and responsibilities.

If I may be of further assistance, please do not hesitate to contact me.

With best regards,

  
 Sylvia Lockett  
 Chairman

\*This is an Equal Opportunity Program. Discrimination is prohibited by Federal law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C. 20250\*

Mayor called for a motion.

Motion by Councilman Lemora Moses and 2<sup>nd</sup> by Councilwoman Claire Clayton-Stone to appoint Angie Fuller to the Board of Directors to the DDA Board.

All in favor – Voted 5 yes; Opposes none – Motion passed.

Eighth: Adoption of Revised Language Access Plan for the CDBG-CHIP  
Mayor Seale explained that the Revised Language Access Plan is a standard part of the grant process.

**RESOLUTION**

**CITY OF OCILLA, GEORGIA  
ADOPTION OF A REVISED LANGUAGE ACCESS PLAN (LAP)  
FOR GA DCA, HUD AND OTHER FEDERALLY FUNDED  
GRANTS & PROGRAMS**

**BE IT RESOLVED**, by the Ocilla City Council and it is hereby resolved by authority of same.

**WHEREAS**, the Ocilla City Council has found it necessary to adopt a Revised Language Access Plan (LAP) for the Community Development Block Grant (CDBG), Community HOME Investment Program (CHIP) and other Georgia Department of Community Affairs (GA DCA), U.S. Department of Housing and Urban Development (HUD) and other Federally funded grants & programs;

**THEREFORE BE IT RESOLVED**, by the Ocilla City Council that they have adopted the Revised City of Ocilla Language Access Plan (LAP) in accordance with the requirements of the Georgia Department of Community Affairs (GA DCA), U.S. Department of Housing and Urban Development (HUD) and other required federal and state regulations.

Adopted January 5, 2021

\_\_\_\_\_  
Honorable Matt Seale, Mayor

Attest

\_\_\_\_\_  
Lucile Middlebrooks, City Clerk

Mayor called for a motion.

Motion by Councilman Steven Hudson and 2<sup>nd</sup> by Councilman Lemora Moses to Adopt the Revised Language Access Plan for the CDBG-CHIP.

All in favor – Voted 5 yes; Opposes none – Motion passed.

Ninth: Awarding the Contract to the Engineer for the CDBG 2021 Project  
Mayor Matt Seale explained that he along with Assistant Public Works Directors Recarter Edge and Corneilus Hall scored the Engineers and request that the Council award the contract to Still Waters Engineers.

Mayor called for a motion.

Motion by Councilwoman Patrice Y.W. Manley and 2<sup>nd</sup> Councilwoman Mona Paulk to award the CDBG 2021 Project Still Water Engineering firm.

All in favor – Voted 5 yes, Opposes none – Motion passed.

Tenth: Awarding the Engineering recommendation for TIA-PI #00016265 Cherry Street 2019-2021 LMIG  
 Mayor Matt Seale reviewed the 2019-2021 LMIG list with the Council.  
 Statewide Engineering Inc. recommends that the Council award the TIA-PI #00016265 Cherry Street 2019-2021 LMIG project to The Scruggs Company in the amount of \$427,307.04



**STATEWIDE ENGINEERING, INC.**  
 516 EAST ASHLEY ST. • DOUGLAS, GEORGIA 31533  
 912-384-7723 PHONE • 912-383-6895 FAX

December 9, 2020

Attn: Mayor Matt Seale  
 City of Ocilla  
 P.O. Box 626  
 Ocilla, Georgia 31774

RE: City of Ocilla TIA (PI # 0016265)  
 Leveling, Resurfacing and Drainage Improvements to:  
 Cherry Street  
 SWE Project No.: 17-3177-B

2019 - 2021 LMIG  
 Leveling and Resurfacing Improvements to:  
 West First Street, Pine Street, East Park Street, Hudson Street, and East First Street  
 Signage and Rumble Strips Improvements to:  
 Vo-Tech Road and North Oak Street  
 Striping/On-Street Parking to:  
 SR 32 / US 319

Dear Mayor Seale and City Commissioners,

Bids were received and opened on the City of Ocilla, Georgia TIA Project (PI# 0016265) Cherry Street and 2019-2021 LMIG, Various Streets on Thursday, December 3, 2020 The base bids received were as follows: (Listed lowest to highest)

- (1) The Scruggs Company.....Cherry Street (PI # 0016265) - \$249,572.38  
 .....2019-2021 LMIG - \$177,734.66  
 ..... **Total - \$427,307.04**
- (2) East Coast Asphalt.....Cherry Street (PI # 0016265) - \$255,671.25  
 .....2019-2021 LMIG - \$174,788.68  
 ..... **Total - \$430,459.93**
- (3) Reeves Construction Company.....Cherry Street (PI # 0016265) - \$325,475.30  
 .....2019-2021 LMIG - \$259,001.00  
 ..... **Total - \$584,476.30**

The City of Ocilla was awarded TIA Funds in the total amount of **\$500,000.00** for resurfacing and drainage improvements on Cherry Street. Proposed project budget summary is as follows:

No.	Street Name	Construction Costs (Low Bidder)	Engineering	Total Project Cost
1	Cherry Street	\$249,572.38	\$40,035.00	\$289,607.38

**No City funds are required for any of these services (construction and engineering) as all will be paid from TIA.** If the project is awarded, the City will have **\$210,392.62** in remaining TIA Funds once all construction and engineering is paid. GDOT has confirmed that these funds can only be used within the original project scope. Remaining funds will not be allowed to extend the existing project limits or even add additional streets. However, during construction, if additional work is needed as to an unforeseen change order, then the funds will be allowed, subject to approval by GDOT.

GDOT's current intent with any remaining funds will be at the end of the 10 years, upon all projects being completed, all remaining TIA Funds at that time, left over in the region will be distributed to all local governments as a one-time payment using the formula for disbursing the 25% monthly discretionary funding the local government currently receives. No additional projects will be programmed with remaining funds.

The Georgia Department of Transportation awarded the City of Ocilla FY 2019-2021 LMIG Funds for leveling and resurfacing improvements to West First Street, Pine Street, East Park Street, Hudson Street, and East First Street; signage and rumble strips improvements to Vo-Tech Road and North Oak Street; striping/on-street parking to SR 32 / US 319.

Total Project Funding is in the amount of **\$201,127.53**. A breakdown of LMIG Funding per year is as follows:

Year	GDOT LMIG Funds	City's Local Match (10%)	Total
2019	\$56,972.80	\$5,697.28	\$62,670.08
2020	\$71,347.56	\$7,134.76	\$78,482.32
2021	\$54,522.85	\$5,452.29	\$59,975.14
<b>Total</b>	<b>\$182,843.21</b>	<b>\$18,284.32</b>	<b>\$201,127.53</b>

Proposed project budget summary is as follows:

Construction Costs (Low Bidder)	Engineering	Total Project Cost
\$177,734.66	\$10,369.00	\$188,103.66

If the project is awarded, the City will have **\$13,023.87** in remaining LMIG Funds once all construction and engineering is paid. To expend all required LMIG funding, additional mileage for resurfacing or additional striping can be added at the approval of the City. Once awarded, Statewide Engineering can setup an onsite meeting with the City to discuss and prepare a change order as to what these "add-ons" will be.

Therefore, based on the review of the submitted bid proposal, project budget, and verified references and work experience, Statewide Engineering, Inc. recommends that the Total Base Bid (TIA + LMIG) be awarded to the low bidder, **The Scruggs Company** in the amount of **\$427,307.04**.



This award can be authorized by an official vote of the City of Ocilla, Georgia. Please schedule for this authorization at your next scheduled meeting. Please do not hesitate to contact my office for questions or if we can be of further assistance.

Sincerely,  
  
 Mark Dill  
 Statewide Engineering, Inc.

**2019-2021 LMIG Project Report**

County/City           Ocilla          

PRI No.	NAME OF ROAD	BEGIN	END	LENGTH (Miles)	DESCRIPTION OF WORK	PROJECT COST	COMMENTS
1	West FIRST STREET	SECOND STREET	50 FEET EAST OF APPLE STREET	0.175	PATCH, LEVEL AND RESURFACE		20' WIDE
2	PINE STREET	MCKINLEY STREET	US 319	0.518	LEVEL AND RESURFACE		20' WIDE
3	East Park Street	South Cherry Street	South Elm Street	0.088	LEVEL AND RESURFACE		22' WIDE
4	Hudson Street	US 129/319	Alder Street	0.160	Leveling and Resurfacing		20' WIDE
5	East First Street	South Cherry Street	US 129/319	0.0500	Leveling and Resurfacing		24' WIDE
6	VO-TECH ROAD	APPROACHING US 319 FROM NORTH			SIGNS AND RUMBLE STRIPS		
7	N OAK STREET	APPROACHING FRANK ROAD FROM SOUTH			SIGNS AND RUMBLE STRIPS		
8	SR32	ALDER STREET	ELM STREET		STRIPING FOR ON STREET PARKING		
			TOTAL	0.991		\$ -	

Motion by Councilman Lemora Moses and 2<sup>nd</sup> by Councilman Steven Hudson to award the TIA-PI #00016265 Cherry Street 2019-2021 LMIG:

\$249,572.38 TIA  
 \$177,734.66 LMIG

All in favor – Voted 5 yes; Opposes none – Motion passed.

Eleventh: Community Development Consultant Contract  
Mayor Seale stated that Community Development Consultant Earl Denham.  
Will only be working for the next six months for the City of Ocilla.  
Below is a list of Community Development Projects for 2021

**Community Development Projects for 2021**

1. **GICH**
  - a. Complete housing assessment
  - b. Develop report back to GICH community
  - c. Enhance working plan for approach to Ocilla housing
2. **Historic Preservation**
  - a. Enhance standards for development/renovation in historic district.
  - b. Write ordinance designating historic district.
  - c. Write letters notifying affected residents.
  - d. Notify potential prospects about tax benefits.
3. **Land Bank**
  - a. Act as staff support for Land Bank Committee.
  - b. Provide information on eligible properties.
4. **DDA**
  - a. Finalize economic development plan.
  - b. Participate in planning for Pocket Park.
  - c. Assist with fund raising.
  - d. Assist with Community Day planning and execution.
  - e. Lead efforts for Prater Soul Man BBQ Competition.
5. **Fire Station**
  - a. Liaison with architect, environmental engineers, and other associated organizations.
  - b. Oversee bid process.
6. **CDBG**
  - a. Continue to work with regional commission.
  - b. Liaison with community as needed.
7. **Upgrade City parks**
  - a. *College Hill Park*
    - 1) Renovate pavilion at College Hill Park.
    - 2) Improve parking.
    - 3) Enhance playground equipment.
  - b. Cumbee Park
    - 1) Upgrade playground equipment.
    - 2) Clean up and refresh flora.

Mayor called for a motion for renewal of contract.  
Motion by Councilwoman Mona Paulk and 2<sup>nd</sup> by Councilwoman Claire Clayton-  
Stone to approve Community Development Consultant Earl Denham contract for



six months ending June 30, 2021 with \$3,000.00 per month.  
All in favor – Voted 5 yes; Opposes none – Motion passed

Twelfth: Report from Committees  
The Community Development Committee met.  
Chairman Claire Clayton-Stone stated that Community Day will be March 27<sup>th</sup>  
Setup will be at the Old Planters First Bank.  
Prater Music Fest will be May 7<sup>th</sup> and 8<sup>th</sup>  
Shirts will be sold and cups with the logo will be sold at the event.

Thirteenth: Motion by Councilwoman Mona Paulk and 2<sup>nd</sup> by Councilwoman Claire Clayton-Stone to adjourn the meeting.  
All in favor – Voted 5 yes; Opposes None – Motion passed.

MEETING ADJOURNED:

MAYOR MATT SEALE

CITY CLERK LUCILE MIDDLEBROOKS