

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

Mayor: Horace Hudgins
City Council: Mona Paulk, Lemora Moses, Patrice Y.W. Manley
Steven Hudson, and Claire Clayton-Stone
City Clerk: Lucile Middlebrooks
Police Chief: Billy Hancock
Fire Chief: Will Towson
Public Works Director: Corneilus Hall
City Attorney: Warren Mixon
Standards and Compliance Director: Joe Saxon

First: Mayor Horace Hudgins called the meeting to order and determined a quorum, prayer by Chief Billy Hancock, and then the Pledge of Allegiance to the Flag of the United States of America was pledged and spoken by everyone.

Second: Mayor Horace Hudgins called for a motion to adopt the Agenda for Tuesday, November 1, 2022
Motion by Councilman Lemora Moses and 2nd by Councilwoman Patrice Manley to adopt the Agenda for Tuesday, November 1, 2022
All in favor say I – Voted 5 yes; Opposes none - Motion carries unanimously.

Third: Mayor Horace Hudgins called for a motion for the approval and adopting of the Minutes from the Regular Meeting of October 4, 2022
Motion by Councilwoman Patrice Manley and 2nd by Councilman Lemora Moses for the approval and adopting of the Regular Meeting of October 4, 2022.
All in favor say I - Voted 5 yes; Opposes none – Motion carries unanimously.

Fourth: Irwin County Library Recommendation
Mayor Horace Hudgins read that Library Board recommendation's:

Irwin County Library

310 S. Beech Street
Ocilla, GA 31774
Phone: 229-468-2148
Fax: 229-468-2160

October 25, 2022

City of Ocilla
111 N. Irwin Avenue
Ocilla, Georgia 31774

Dear City Council,

Gloria Mix is a city appointee to the Irwin County Library Board whose term has expired. We would like to have her reappointed for another 3 year term if this meets with your approval. This renewal will make her term expire in 2025 and help keep the library running smoothly.

Thank you for your attention to this matter.

Sincerely yours,

Jennifer Renee Johnson
Irwin County Library Manager
310 S. Beech Street
Ocilla, GA 31774

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October 25, 2022

City of Ocilla
111 N. Irwin Avenue
Ocilla, Georgia 31774

Dear City Council:

I am writing to let you know about a vacancy on the Irwin County Library Board. According to our records, Ruth Burch has missed three consecutive library board meetings. The code of the State of Georgia (20-5-42) states that "Board members shall be removed for failure to attend three consecutive meetings pursuant to the library system's constitution and bylaws or the local constitution and bylaws."

Another candidate will need to be appointed. I do not have anyone to suggest at this time.

If there is any other information that you need from me, please let me know. I look forward to working with your new trustee.

Sincerely,

Jennifer Renee Johnson
Irwin County Library Manager
310 S. Beech Street
Ocilla, GA 31774

Mayor Horace Hudgins called for a motion.

Motion by Councilman Lemora Moses and 2nd by Councilwoman Claire Stone to reappoint Mrs. Gloria Mix to the library board for another 3-year term.

All in favor raise your hand – Voted 5 yes; Opposes none – Motion carries unanimously.

Fifth: Employee Service Awards
Mayor Horace Hudgins reviewed the Employee Service Awards with the Council. Council tabled this subject and there will be a called meeting to discuss it.

Sixth: Appointing Interim Police Chief
Mayor Horace Hudgins presented the information of the two candidates for the Interim Police Chief position. The first person is John David Anderson and second person is Mike Kelly.

Interim Appointment and Search Parameters for the New Chief of Police:

I want to take a moment and outline some suggestions as we move forward with you the upcoming process for the selection for a New Chief of Police. I have been approached by members of the current staff regarding their intention to apply for the Chief's position. Given that any internal appointment to the Position of Chief would provide a clear and distinct advantage to one candidate above the others, I believe that council should appoint an interim from outside of the agency, and **one that has no interest in applying for the position.**

To that end I have spoken with two possible interim candidates. John Anderson and Mike Kelly. I have included both of their letters of interest and resumes for review. By appointing one or the other of these highly qualified individuals to serve as Chief for the next 60 to 90 days we will allow for a more thorough and comprehensive search for our next Chief. While avoiding bias in appointing an internal candidate for the position as interim.

We should consider forming a search committee for the position. This would allow us to construct the announcement and review the applications received to ensure that they meet the minimum qualifications as determined by this body. The committee, would also conduct background inquiries and review all associated documents requested or presented by each candidate. I would like for this committee to present to the Council a list of six or seven of the most highly qualified candidates for the initial round of interviews. I would like to see the interview panel consist not only of Council members but community stakeholders as well. I am thinking that the Sheriff as well as other key stakeholders Such as the School Superintendent be asked to serve. Afterwards we would have the top four candidates selected return for a town hall meeting, one agreed upon evening. This would give each of the four an opportunity to speak with members of the public and present their goals for the Department. Afterwards those present will be allowed to rank the candidates which will be reviewed by the entire Council. Council could then choose to re-interview the top three finalist or if there is a clear front runner in Councils opinion, a conditional offer of employment would be extended.

I have included for your review a sample job announcement. **Please take time to make any suggested changes to the announcement that you feel strengthen it.** Council must also consider what starting salary or salary range would be needed for the position. The salary should be commensurate with the agreed upon minimum qualifications, it should also be reflective of the preferred qualifications.

The city will advertise the position with the Ga. Chiefs Association, GLGA, and The Ga. Sheriff's Association, Strategic Government Resources as well as the local legal organ.

Initial/Draft Language for Job Announcement:

"The Chief must plan, implement, administer, coordinate, monitor, and evaluate all functions and services of the Ocilla Police Department. This includes operating policies and procedures, developing and modifying services and systems in accordance with city needs and resources, as well as changing laws and professional standards and ethics. The Chief will administer the Police budget: develops, requests, and administers an annual department operating budget.

Needs and Expectations:

Demonstrated excellence in oral and written communication
Ability to establish and maintain productive relationships with a full range of community stakeholders
Collaborate with the extensive community service network in Ocilla and Irwin County
Serve as a liaison with other external organizations, consistent with the city objectives of collaboration, development of relationships that involve trust and a willingness to work together
Strong commitment to take Ocilla PD forward in developing and improving policies and moving toward state accreditation with the Georgia Chiefs Association.
Effective leadership style that actively welcomes diversity that is reflective of the community in terms of culture, education, race, sexual orientation, gender, language, and age
Demonstrated sensitivity to the perceptions of their employees and the overall community pertaining to crime and safety
Conduct or oversee staff training
Confer regularly with supervisors and staff to plan, coordinate and evaluate activities, policies, and systems
Assign and review work; assist with difficult or unusual tasks, resolve problems, plan work schedules; and oversee payroll
Developing policy, procedures, and practices that align with modern, professional standards

Qualifications

Minimum:

Associates and/or Bachelor's degree from an accredited institution or five years of progressively responsible leadership/command roles with other law-enforcement agencies
Current POST certification with no previous investigations or actions resulting in disciplinary action, or an out-of-state certification that can transfer to Georgia in accordance with the state law.
Thorough knowledge of statutes and ordinances relating to law enforcement
Ten years of law enforcement experience with a minimum of 5 years of supervisory experience at the command level

Preferred:

Completion of the Georgia Law Enforcement Command College or commensurate professional development
Master's degree in criminal justice or closely related public policy/social science area (e.g., public policy, public administration, public safety, etc.)
Effective communicator with a strong ability to provide and engage in a common supportive language with all stakeholders
Demonstrated community policing focus

Interested Candidates will submit the following in support of their candidacy:

1. *Letter of intent, with focus on candidates ability to meet qualifications*
2. *Resume*
3. *Five Professional References*
4. *Five Personal References*
5. *Current Peace Officer Standards and Training profile*
6. *Salary History*

Listing ends on:

Honorable Horace Hudgins
Mayor, City of Ocilla
111 North Irwin Avenue
Ocilla, GA 31774

John David Anderson, MPA
P.O. Box 1006
Fitzgerald, GA 31750

09-29-2022

Dear Sir,

Please accept this letter as my offer of willingness to serve as the Interim Chief of Police for the Ocilla Police Department in the event of the much-deserved retirement of Chief Billy J. Hancock. As you know, I previously served the City of Ocilla and Chief Hancock as the Chief Detective at the police department. During my past service with OPD, I personally reorganized the evidence storage procedures, acquired the City's first crime scene response vehicle, provided the City's only K9 operations, and implemented the city-wide Neighborhood Watch Program all while maintaining an exceptionally high case clearance rate.

As my resume will evidence, I continued to climb the law enforcement ladder after leaving OPD. I later served as the Commander of the South Central Drug Task Force during its most successful period in its history, while serving 5 counties and having deputizations with both the DEA and US Marshals Office. Furthermore, I am a founding member of the SCDTF. I have served as the Chief Deputy at two separate Sheriff's Office's and as both a Chief of Police and Public Safety Director. As an already certified Chief of Police and Georgia Law Enforcement Command College graduate with intimate knowledge of this particular agency, I can easily step in as an interim to ensure a smooth transition while maintaining the stable provision of professional law enforcement services. As the owner of a locally operated, international security, training, and investigations firm that works closely with law enforcement through the State, I have a vested interest in the successful transition of authority to a new administration and I would be honored to assist the City of Ocilla with finding their new police chief.

Sincerely,



John David Anderson, MPA
Class President- Class #32
Georgia Law Enforcement Command College

Honorable Horace Hudgins
Mayor, City of Ocilla
111 North Irwin Avenue
Ocilla, GA 31774

Mayor Hudgins,

I would like to thank you for speaking with me regarding the opportunity to be considered for the Interim Chief of Police for the City of Ocilla, and I would like to formally express my interest in the position.

I have worked in almost every facet of law enforcement within Georgia the last thirty plus years. I am optimistic to move into a position that will help the community as they seek to fill the position of Chief of Police.

The Ocilla Police Department holds many friends and peers, and my appointment to interim chief would provide an unbiased option to fill the role while permanent applicants are considered. I look forward to discussing my resume in person.

Please feel free to contact me at your convenience to discuss the position moving forward.

Sincerely,

Joseph Michael Kelly

Joseph Michael Kelly M. P. A.
602 Pine Forest Rd
Fitzgerald, GA 31750
h. (229) 423-7154
c. (229) 425-7154
m_kelly85@hotmail.com

The Mayor asked the Council to email him by November 8th with their recommended qualifications, they would like the permanent police chief to have. Mayor Horace Hudgins called for a motion.

Motion by Councilwoman Patrice Y.W. Manley and 2nd by Councilman Lemora Moses to appoint John David Anderson as Interim Police Chief. He would not apply for the permanent position and this appointment would be for 60 to 90 days effective November 2, 2022.

All in favor raise your hand – Voted 3 yes (Councilwoman Patrice Y.W. Manley, Councilman Lemora Moses, and Councilman Steven Hudson); Opposes 2 (Councilwoman Mona Paulk and Councilwoman Claire Stone)

Motion carries unanimously.

Seventh: Purchase of Temporary Fire Department Office
Mayor Horace Hudgins stated that the Fire Department needs an Office. Mobile homes are expensive. It was suggested by City Clerk Lucile Middlebrooks to put a mobile home or modular building for the Fire Department Office. After the Fire department moves into the new fire station, Public Works can utilize the building. This matter will be considered at a later date.
No vote was made.

Eighth: Executive Session if required
No executive session

Ninth: Reports from Council Districts

District 1 Councilwoman Mona Paulk – the house on North Irwin Avenue has been cleaned up and is for sale. Mr. Ross’ property is being cleaned up.

District 2 Councilwoman Patrice Y.W. Manley – asked about setting the date for the Called Council meeting. The Called Council will be Thursday, November 10, 2022 at 6:00 p.m. She is still concerned about the Neighborhood Center She expressed her appreciation to retiring Police Chief Billy Hancock.

District 3 Councilman Lemora Moses – thanked the Public Works and the Police Department for the work they did getting ready for the Sweet Potato Festival. He told retiring Chief Hancock he appreciated his service.

District 4 Councilman Steven Hudson – he thanked retiring Chief Billy Hancock for his service. He thanked Public Works Director Corneilus Hall for the signs and the Public Works department for what they did during the Sweet Potato Festival.

District 5 Councilwoman Claire Clayton-Stone – she thanked Public Works also. She thanked retiring Police Chief Hancock for being her neighbor. She asked was the tax payments being processed. City Clerk Lucile Middlebrooks replied yes, they have.

Police Chief Billy Hancock – no comments

Fire Chief Will Towson – told Chief Hancock he appreciated him

City Clerk Lucile Middlebrooks – commented that she had already talked to Hancock.

Mayor Horace Hudgins – he expressed his appreciation to retiring Police Chief Hancock by thanking him for everything he has done.

Attorney Warren Mixon – he told the retiring Chief Police Chief Hancock that it has been a pleasure.

Public Comments – 3 minutes

Mr. Reginald Miller – 809 E. Eight Street is an eyesore. The car lots with cars that do not work. The Council should entertain bringing the Ocilla Star in the meeting and make the minutes available to the public.

He wants to thank anyone who had anything that had to do with College Hill Park.

He loves Public Works Director Corneilus Hall. He does a great job and he is very responsive.

Tenth: Mayor Horace Hudgins called for a motion to adjourn.
Motion by Councilwoman Mona Paulk and 2nd by Councilman Steven Hudson to adjourn the meeting.
All in favor say I – Voted 5 yes; Opposes none – Motion carries unanimously.

MEETING ADJOURNED:

MAYOR HORACE HUDGINS

CITY CLERK LUCILE MIDDLEBROOKS