



AGENDA
CITY OF CAMILLA COUNCIL MEETING
VIA ZOOM & LIVE BROADCAST ON
THE CITY OF CAMILLA'S FACEBOOK PAGE
MONDAY, FEBRUARY 8, 2021 ~ 6:30 P.M.

1. Call to Order; Roll Call
2. Opening Prayer and Pledge
3. Approval of Agenda
4. Approval of Minutes – January 11, 2021 Council Meeting
5. Speaker Appearances
 - a. Non-Agenda Items
 1. None
 - b. Agenda Items
 1. None
6. Administrative Committee Report (Councilman Pollard)
 - a. Resolution No. 2021-02-8-4 – Black History Month
 - b. Off-Premises Beer/Wine Alcohol Licenses – Krishna Kripa 123 LLC *dba* Bob's Food Mart – 122 N. Harney Street – New Manager: Kuntalbhai Kiritbhai Patel
 - c. Resolutions for Georgia Environmental Finance Authority Loans:
 - No. 2021-02-8-1/Loan No. CW2020003/Loan Amount: \$1,900,000
 - No. 2021-02-8-2/Loan No. CWDRA20007/Loan Amount: \$200,000
 - No. 2021-02-8-3/Loan No. DWDRA20010/Loan Amount: \$1,400,000
 - d. City Manager Performance Evaluation Form
7. Public Works Committee Report (Councilman Morgan)
 - a. Right-of-Way Maintenance Contract Award
 - b. Airport Hangar Construction Contract Award
 - c. Toombs Park Pavilion Construction Contract Award
 - d. 2021 City Project List
 - e. Ratification of City Manager's Approval for the Camilla Sprayfield Professional Services Agreement:
 - Geophysical Investigation and Subsurface Exploration (holding ponds)
 - Elevated Nitrate Work Plan (land application system)
8. City Manager's Report
9. Mayor's Announcements
10. Adjourn

**MINUTES – REGULAR MEETING
CITY OF CAMILLA, GEORGIA
JANUARY 11, 2021**

The regular meeting of the Mayor and City Council of the City of Camilla was called to order at 6:30 p.m. on Monday, January 11, 2021 by Mayor Owens.

Roll call indicated the following present via teleconference: Councilman Campbell, Councilwoman Willingham, Councilman Morgan, Councilman Twitty, Councilman Pollard, and Councilman Palmer.

City Manager Steve Sykes and City Attorney Tommy Coleman were present via teleconference. City Clerk Cheryl Ford was also in attendance.

OPENING PRAYER AND PLEDGE

Mayor Owens gave the invocation and the Mayor led the Pledge of Allegiance to the Flag.

APPROVAL OF AGENDA

On motion by Councilman Campbell, seconded by Councilman Palmer, the January 11, 2021 agenda was approved as presented by a unanimous vote.

APPROVAL OF MINUTES

On motion by Councilman Twitty, seconded by Councilwoman Willingham, the minutes from the December 14, 2020 City Council Meeting were approved as presented by a unanimous vote.

SPEAKER APPEARANCES

Barbara West, scheduled speaker, was not present to speak.

ELECTION OF MAYOR PROTEM

Mayor Owens asked for nominations for Mayor Protem for the City of Camilla City Council for year 2021. Councilman Campbell recommended Vernon Twitty. Mayor Owens stated they had a nomination on the floor for Mayor Protem, Vernon Twitty, and stated he would be taking a roll call vote. City Attorney Coleman asked the Mayor to see if there were further nominations before the vote. Mayor Owens asked for other nominations and there were none. Councilman Palmer moved the nomination be closed. The election of Vernon Twitty as Mayor Protem for calendar year 2021 passed by 5-0 vote with Councilman Twitty abstaining.

CHRISTI DIXON – DEPARTMENT OF PUBLIC HEALTH

Mayor Owens stated Christi is at the meeting to talk about COVID-19 testing and vaccinations. Mrs. Dixon thanked them for the invitation to speak and stated she received some questions and hopes to answer those during the discussion. They are still testing in Mitchell County, giving vaccines, and it is a busy time in public health. In mid-December they received 200 doses of COVID vaccine and a week later received 500 doses. They had 700 total doses within the health department the month of December and up to the first of January. They gave vaccines to the health care population which also included long-term care facilities staff and residents that were taken care of by each entity owning the long-term facility. The public health department has not

CHRISTI DIXON – DEPARTMENT OF PUBLIC HEALTH (cont.)

vaccinated any of the long-term care facilities such as Pelham Parkway, Mitchell Convalescent, and Savannah Court and those were taken care of by the individual entity. They did ensure all the people were vaccinated and made sure they were covered for their vaccines. They began giving to health care workers in the outer lying areas such as doctors' offices, nurses in corrections departments, and nurses that work in home health along with pharmacies because those are considered clinical. They gave, before this week, about 60 doses and this week received another 500 doses of vaccine for the second round of COVID vaccinations for people who already got their first vaccine. During that phase they were able to vaccinate a few essential workers and public figures they were told they could to begin with. When they started to vaccinate they were told to hold up because health care people around the State had not been all been vaccinated. They wanted to get all the health care workers vaccinated initially. They have now opened up to all first responders, all law enforcement if they are POST certified and in corrections, and people 65 and over along with their care givers. To date they have given 213 vaccines at the health department and today gave about 70. They are able to get more than the 10 doses out of the vial which is a blessing to them because they are allowed to use every drop in the vial. Sometimes they are able to get 11 and sometimes just the 10. They are still testing once a week and saw the numbers spike exponentially for about 2 weeks. They tested 201 one week and the week before 213. This past week they were back down again and tested around 145 and she does not know how many are scheduled for testing this coming week. She looks for a decrease since we are over the hump from the holidays and almost past the 14 days plus from Christmas. She is hoping the test numbers go down this week and is looking to have more RNs for testing, not within the local health department, but at the district level. They are going from city to city doing the testing so they do not have to use their staff at the SPOC site. She stated someone had asked about contact tracing and commented they are not involved with contact tracing in Mitchell County like they were before. They were doing some contact investigations meaning they would call the positives and say "who are your contacts?" and give them information about how to quarantine and isolate themselves. The contact tracing is being done by people hired through the State and work at the district level. She stated she not could answer Mr. Morgan's question about the total contact tracing to determine the source of the resurgence but could assume it is from family contact. Where it started they would not know and even with contact tracing they could not trace it that far. She asked for questions she may not have covered. Councilman Morgan asked if they were finished predicting or was there more. Mrs. Dixon replied the only thing she answered was his question about the seniors who are not ambulatory. Hopefully if they are non-ambulatory they have home health and the home health agency can give the vaccine. They do not have any plans currently to go out and vaccinate in anyone's home. When they come in and get vaccinated they have to wait 15 minutes and have CPR certified people on site. With this vaccine there are potential things that could go wrong and they are more comfortable giving the vaccine inside the health department where they have 5 or 6 CPR certified people along with drugs in a med cart. They have an adequate supply of those drugs as opposed to taking a small amount to someone's home and have to give with potentially just 1 or 2 CPR certified people. Councilman Morgan thanked her for that information and commented he has more questions but would open up to other members first. Councilwoman Willingham asked about the people who would be taking the test, including herself, and for her to go over what the steps are, what people should be looking for, and the process. Mrs. Dixon asked if she was speaking about the testing or the vaccine and

CHRISTI DIXON – DEPARTMENT OF PUBLIC HEALTH (cont.)

Councilwoman Willingham replied the vaccine. Mrs. Dixon replied when they come to the health department they have someone at the door to check temperature, determine if you are having any COVID symptoms, and you have a mask on. Today was their first day doing a number of people and they are scheduled every 15 minutes. Today it worked fabulously for them and no one had to wait in the car. They thought their waiting room would be full with people coming in but the way it is scheduled it flowed and very few people had to sit in the waiting room. When you come in it takes about 10 to 15 minutes to get all the information from you, get you vaccinated, and in the computer. After 15 minutes you can leave and they do not anticipate any one being exposed, to the best of their ability, to anyone having the vaccine. The waiting room is socially distanced and the person monitoring the door is cleaning chairs after you leave and making sure people don't come in if they are symptomatic. They had one person come in today who told them at the door they were not symptomatic but at the window wanted to know when they could get tested because they were having symptoms. Mrs. Dixon asked if that answered her question and Councilwoman Willingham replied she was trying to make sure when people got there they had everything they need, which is basically themselves. Mrs. Dixon commented they are asking them to bring their insurance information. There is no charge for the vaccine and to her knowledge never will be. Right now insurance companies are not set up for them to charge an administration fee, which is how they get paid. It is being provided free and they are hoping once insurance catches up and gets all the codes in place and they can bill the insurance company an administration fee for the vaccinations and recoup some of the money it is costing them to provide the vaccine. If they do not have insurance it does not matter and they still get the vaccine. If they have insurance and choose not to give to them they still receive a vaccine. Councilman Pollard wanted to know how they are communicating with the public. Mrs. Dixon replied their public information officer (PIO) at the district level is putting out press releases, in the news media, and the public health Facebook page. She has sent some of her testing information to city leadership and if she hasn't sent Steve's January test sites, they are testing every Wednesday in Mitchell County from 9:00 a.m. to 12 noon. Most of it is word of mouth, people calling, their PIO, and their Facebook. Councilman Pollard asked if it was their Facebook or local public health. He asked about age groups, when changes are made and who they distribute to, and how it is being handled. She commented they met weekly with district level people and are in daily communication via email. They are getting the go ahead to release the other population and right now have a step-by-step guideline from the Advisory Committee on Immunization Practices (ACIP). The ACIP determines when the vaccines are forwarded and who gets them. They have a step-by-step stay which the Governor and State chose to modify because it is just a recommendation from the ACIP. Councilman Pollard asked if it is by appointment only to be vaccinated or can people just walk in. Mrs. Dixon replied it is appointment only and the reason is because the vaccine is so fragile. They do not have the Pfizer but the Moderna so it is not as fragile as the Pfizer. If she has one person walk in at 8:00 a.m. and that is the only person she has to walk in that day, once the vial is open it has to be used within 6 hours. If she is scheduling people and has extra doses that day, since sometimes there are 11 doses in the vial, and someone walks in she can get them while they are in the health department if she knows she has the extra dose. It is best for them to schedule because they can schedule up to 60 a day. They are concentrating on providing extended hours and maybe a weekend clinic but would still schedule people to come in. Once they open the vial they have to get all 10 doses within 6 hours. Councilman Pollard asked for a phone number people could call to schedule a

CHRISTI DIXON – DEPARTMENT OF PUBLIC HEALTH (cont.)

vaccination. Mrs. Dixon replied the district put out through their PIO an Albany number and they begged them until they finally gave them control over their appointments. They can call the health department at 355-3081 and when the lady starts speaking if they will dial 7500 it will take them to their clerk or they can dial extension 7501. If they don't get an answer they can leave a message and will be called back as soon as they can. They are either on the other line or helping someone at the window. If it rings for a long time it will ring to the outer offices and the nurses will catch it. Councilman Pollard thanked her for the information. Councilman Morgan thanked her for bring this important information to them and the citizens watching. He asked her to repeat the total number of vaccines administered. She replied 203 and they are scheduled through January 28th. The next available appointment is January 29th. He asked if they received 500 more for the second round and if the 500 would go back to the total surplus. She replied it could back into the surplus but right now they have tried to plan ahead to do both. They can still order first round doses and as of today they are not limited on how many they order. They are trying not to have too many on hand so the larger areas can have access to them. When they finish the 200 they have 300 on the books for this week, 300 on the books for next week, and 300 the next week and know they have to order more of the first round doses. They will be ordering 500 more doses today and trying to stay ahead of the game. Councilman Campbell asked when they come to get the first round and complete it, were they prepared to give them a date for the second round at that time or do they have to call back. Mrs. Dixon replied they are giving appointments for the second round and wanted to make sure those are scheduled so the people can get back in and they are not filling up with first round doses. The 20th of the month they will start doing both. They started on the 18th last month so January 20th will be their first day to give the second dose. On that date they will be giving first and second doses. They are scheduling so those don't fill up with first doses and prevent being able to give second doses which is why they are considering extended hours and potentially some weekends. Once they start filling up the days ahead with second doses the people will still need to be vaccinated. She commented they have tested 1,247 in Mitchell County and the last two weeks had 35 positive which is 13.6% of the population. When you look at the contiguous counties we are probably right in the middle of those. Baker has 7% and other counties around us from 13 to 25 percent. We are not the highest but we are not the lowest. They would like to be the lowest but she does not know if we will ever beat Baker County. Councilman Morgan asked about the testing opportunities and for her to go over them again. She replied they are testing every Wednesday from 9:00 a.m. to 12 noon this month and as long as the numbers stay up they will continue every week. Testing is at First Baptist Church and appointments are needed but not required. No one will be turned away if they do not have an appointment. They can be registered on site and it makes it flow a lot faster if they are registered and do not have to wait in line. If you have made an appointment and are behind three car loads of people having to be scheduled, it may take them an extra 3 to 5 minutes to schedule someone. If you are sitting behind someone who has to schedule it may seem a little unfair at times, especially when the lines get really long. Mayor Owens asked if there were any other questions for Christi. Councilman Twitty asked if she had a phone number to call to make an appointment for the test. She replied the testing number is different from the vaccination number and is 352-6567. The first day they opened up it was the same number for both and had over 300 people call so the people waiting in the queue were getting cut off. They call the health department number at 355-3081 for the vaccine and call 355-6567 for the testing. Councilman

CHRISTI DIXON – DEPARTMENT OF PUBLIC HEALTH (cont.)

Pollard asked if there was an expiration date for the vaccine. She replied there is and once they get the vaccine in they have to scan the barcode on each package and expiration is usually about 6 months from the day they get it. It is good in the refrigerator for up to 6 months and they keep it in the freezer and rotate out what they need each day to the refrigerator, even though it is good in the refrigerator for up to 6 months. Mayor Owens asked if there were other questions for Christi. There being none she commented she really appreciates the support she is getting from them and the opportunity to share.

CITY MANAGER'S REPORT

City Manager Sykes reported on the following:

1. Quit Claim Deed/Abandoned Alley – this does not require Council action but for their information he included in the packet minutes from September 2016 showing the City of Camilla took action to close a public alley. The Council took action and the alley was closed. The next item is a quit claim deed which was never completed. The reason it is coming up now is because someone who has property that backs up to the alley is trying to include the alley in with their deed. In order for them to do that the deed needs to be signed by the City so the property can properly close. He has given the deed to the Mayor and asked for his signature. Mayor Owens requested him to present at the meeting so they would be aware he was signing a quit claim deed so long after Council action. Mayor Owens commented the only thing he wanted to make sure of before he signed anything related to property is they are aware what he is doing and if there were objections or questions they had an opportunity to weigh in before he signs, considering it was from 2016. He asked for any thoughts or concerns from Council. There were none.
2. Hazardous Pay Award for December 2020 – they heard Christi talk about the numbers we are seeing locally and the numbers are approaching the same levels we saw in April at the beginning of the pandemic. Early on a hazardous level was set in the policy which was 5 new positive cases per day and 300 positive cases in a 28 day period per 100,000. They have been tracking those numbers and December eclipsed the threshold. He will be implementing the haz pay policy for the month of December. The numbers we have seen since the end of December and into the first of January are actually higher. He anticipates they will implement haz pay for January as well. Just as a reminder the hazardous pay is based on the fact employees are working in hazardous environments and having to take precautions themselves and for the customers they are providing services for safely. It equates to \$400 per employee per month. This is an additional hazardous pay stipend per month per employee. It does not require Council action but he wanted to make them aware he would be approving this for employees in December and January as well. The December threshold was 7 new cases per day and right now through the 11th of January it is 10 per day, which is double the threshold. He then reviewed the COVID report in detail.
3. The last item is a proposal for public Wi-Fi hotspots, which he received after he sent the packet out. As previously shared one of the projects he would like to roll-out for the community are hot spots that will especially affect kids who are being schooled at home right now or who don't have access to public internet at home for school based activities. They identified 3 locations in town, open to the public, that people can go to, gain public

CITY MANAGER'S REPORT (cont.)

access, and connect to the internet. One of the 3 locations is the pavilion at the end of The Depot which is a covered area open to the public. The second is Toombs Park and is basically the whole area. The third location is the Boys and Girls Club which is owned by the City and open to the public. He received a proposal that he shared with the Mayor and presented options: the Council gives him a green light and he will order the materials and have the hot spots up and available to the public within 7 to 8 weeks. There is lead time because the equipment is highly sought after and everybody is doing the same thing. The price is \$22,500.00 for all 3 locations and gives them flexibility to go up to 8 locations in the future without the same cost per location amount. Right now it averages \$7,500.00 per location and in the future they could add each new location for around \$5,000.00. The source of funding would be CNS funds and funds are available to install if they are ready. He thinks they should limit locations right now to those three but in the future he could come back with additional locations. This will be part of our CNS system and we own the equipment and monitor and govern access to the equipment. He does not recommend they charge for use but recommends they put in filters to safeguard the type of information since children will have access to. Other than that he would say if the Council is okay with moving forward he can begin ordering equipment to have these installed. If there is any interest in waiting they can come back with information at the February meeting. Mayor Owens asked him to briefly go over the monthly cost for the initial setup. City Manager Sykes responded the monthly cost is \$100.00 per circuit and there are 3 circuits. Each location will have a dedicated circuit so every time you add another location you have \$100.00 per month for that location. Mayor Owens stated the cost is \$22,500.00 to get the three sites up and the ability to expand to eight. It will also come with \$3,600.00 per year for the three initial sites. What he explained to the City Manager is he wanted to give them [the Council] an opportunity to think about it or bring back for the February Council Meeting. It is a sole source setup and considering the amount of \$22,500.00, prior to him pulling the trigger, is there any councilmember who wants to wait until February or is everyone good to go. Councilman Twitty stated he would make a motion to accept the proposal. Mayor Owens stated what he was looking for is unanimous consent and asked if any councilmember objects to the City Manager moving forward with the contract. No one objected. Mayor Owens stated they have unanimous consent for the City Manager to move forward. Councilman Pollard stated it will benefit our citizens and with kids being out of school it definitely needs to move forward. Mayor Owens commented the City Manager has the green light to move forward. City Manager Sykes stated one thing he wanted to add on is a big piece of the project is installing a camera at each location. He asked Mayor Owens to comment on the benefit of having cameras at each Wi-Fi location. Mayor Owens commented they will be able to record on-site and remotely everything happening at the locations. It is a continuous recording and over a certain period of time will record over itself if we needed that type of information. Overall, it is a tremendous benefit to the community as a whole if we ever need the specs of the camera system. Councilman Pollard asked the benefit of the camera system and if it was legal and what is behind the cameras. City Manager Sykes stated these are public locations where we will have equipment. If you think about the fact there will be kids at these locations, he thinks it is good to have a

CITY MANAGER'S REPORT (cont.)

camera system should there be any incidents. They can go back and roll the video tape and provide law enforcement with footage that could be helpful to resolve any concerns. They want parents of kids to feel their kids are safe and secure at these locations so the fact it is being monitored should provide a higher level of safety and security. Councilman Pollard asked if it was just confined to these locations and how far it reached out in the community. City Manager Sykes stated the Wi-Fi system will give coverage of about 300 feet and outside of that that it starts to drop off. At Toombs Park they will have equipment mounted near the basketball courts and will also have a camera mounted at that location. More than 150' to 200' it is not effective at all and we can decide the spots to survey and have the camera. It is not a rotating camera, is fixed, and limited in how far you can see. Councilman Pollard commented he wanted to make sure they are not violating citizen's rights. Mayor Owens stated the City Manager mentioned the camera system and monitoring but there is no live monitoring of the cameras. City Manager Sykes stated that was correct and if an incident happens tomorrow at The Depot pavilion area they could pull the video for the time it happened and provide to law enforcement. They will not have someone watching while it happened since we don't have the staff or a monitoring center that could do that. It is similar to what is at convenience stores where it is being recorded and held for a certain period of time but then eventually gets recorded over. Councilman Campbell asked if the \$22,500.00 included the cameras and City Manager Sykes stated it did. The \$5,000.00 he quoted for future locations includes Wi-Fi and the camera. Mayor Owens asked if any councilmember wanted to have further discussion on this at the February committee meeting. This is not a must do tonight and the primary purpose is we have the number in and a sole source and can go ahead and get the equipment in. Hearing none, Mayor Owens stated the City Manager has the green light to move forward. City Manager Sykes stated he would keep them updated weekly as the project rolls out.

MAYOR'S COMMENTS

Mayor Owens stated one of his duties as Mayor is to appoint members to the Housing Authority Board. He spoke with the Executive Director and talked about the City's partnership with regard to Toombs Park and his plans to be an active participant in helping improve resident participation and identifying future residents and citizens willing to serve on the Board. He is reappointing Bonita White to the Board with her term ending December 31, 2025 and Maggie Harris with her term ending December 31, 2021. He thanked them both for their willingness to serve and looks forward to working with the Board this year.

ADJOURNMENT

On motion by Councilman Pollard, seconded by Councilman Campbell, the meeting was adjourned at 7:30 p.m.

BY: _____
KELVIN M. OWENS, MAYOR

ATTEST: _____
CHERYL FORD, CLERK

AGENDA ITEM #6
ADMINISTRATIVE COMMITTEE REPORT
FEBRUARY 8, 2021

- a. The Council reviewed a Proclamation prepared by Mayor Owens recognizing the month of February as Black History Month. After discussion at the February 1st Committee Meeting, the Proclamation was converted to a Resolution for Council participation to support the significance of proclaiming February as Black History Month in Camilla. All citizens are urged to recognize, honor, and celebrate the significant role and influence African Americans have made and continue to make in shaping our country's diverse history and remarkable culture. The Administrative Committee recommends approval of Resolution No. 2021-02-8-4 recognizing February 2021 as Black History Month in Camilla and authorizes the Mayor to sign.

MOTION: _____

SECOND: _____

- b. Krishna Kripa 123 LLC *dba* Bob's Food Mart and located at 122 N. Harney Street has applied for off-premises beer and wine alcohol licenses. Kuntalbhai Kiritbhai Patel is the new manager for the business. Required background checks are complete and Police Chief Hendricks approved the license application requests. The Administrative Committee recommends approval of the off-premises beer and off-premises wine license applications and Kuntalbhai Kiritbhai Patel as the new manager of Bob's Food Mart located at 122 N. Harney Street.

MOTION: _____

SECOND: _____

- c. The City applied for very competitive Georgia Environmental Finance Authority (GEFA) loans last year and was awarded three loans for infrastructure improvements. The Council reviewed and discussed the following loan awards:

•**Resolution No. 2021-02-8-1/Loan No. CW2020003/Loan Amount: \$1,900,000** – provides for improvements at the waste water treatment plant for renovations and upgrades to lift stations. \$950,000 of the loan amount is

in the form of a grant and the remaining \$950,000 is a 20-year term note with an interest rate of 0.82%.

•**Resolution No. 2021-02-8-2/Loan No. CWDRA20007/Loan Amount: \$200,000** – provides for installation of lift station by-pass pumps and Supervisory Control and Data Acquisition (SCADA). \$40,000 of the loan amount is in the form of a grant and the remaining \$160,000 is a 20-year term note with 0% interest.

•**Resolution No. 2021-02-8-3/Loan No. DWDRA20010/Loan Amount: \$1,400,000** – provides for replacement and repair of two wells, water main replacement, and control valve replacement to upgrade the City's critical water infrastructure. \$700,000 of the loan amount is in the form of a grant and the remaining \$700,000 is a 20-year term note with 0% interest.

The grant portion of the loans represent \$2 million in savings and critical infrastructure projects of \$3.5 million. The Administrative Committee recommends adoption of the three resolutions, authorization for the Mayor to sign the Resolutions, promissory notes, and loan documents, and acknowledgement the City agrees to the terms of the loan contained in the GEFA documents.

MOTION: _____

SECOND: _____

- d. The Council reviewed and discussed a City Manager Performance Evaluation Form prepared by City Manager Sykes and Mayor Owens and offered for consideration and approval. The form will be used annually in November to review city manager performance. The Administrative Committee recommends approval of the form as presented and use as the official City Manager Performance Evaluation Form.

MOTION: _____

SECOND: _____

NO.: 2021-02-8-4

Resolution

WHEREAS, During Black History Month we celebrate the many diverse achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development; and

WHEREAS, Black History Month grew out of the establishment of Negro History Week by Carter G. Woodson in 1926; and

WHEREAS, The 2021 national theme for Black History Month observance is “*Black Family: Representation, Identity and Diversity*”; and

WHEREAS, The observance of Black History Month calls our attention to the continued need to battle racism and build a society that lives up to its democratic ideals; and

WHEREAS, The City of Camilla continues to develop a community in which all citizens – past, present, and future – are respected and recognized for their contributions and potential contributions to our community, region, state, country, and the world; and

WHEREAS, All citizens are encouraged to celebrate our diverse heritage and culture and continue our efforts to create a world that is more just, peaceful, and prosperous for all; and

WHEREAS, The City of Camilla is proud to honor the history and contributions of African Americans in our community, throughout our state, and nation.

NOW, THEREFORE, The Mayor and City Council, in recognition of African Americans – past and present in our community – do hereby proclaim the month of February 2021 as ***Black History Month*** in Camilla, Georgia and urge all citizens to recognize, honor, and celebrate the significant role and influence African Americans have made and continue to make in shaping our Country’s diverse history and remarkable culture.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Camilla, Georgia to be affixed this 8th day of February, in the year of Our Lord Two Thousand Twenty One.

Kelvin M. Owens, Mayor
City of Camilla, Georgia



ATTEST:

Cheryl Ford, Clerk

OFF-PREMISES BEER AND WINE LICENSE APPLICATIONS

Krishna Krupa 122, LLC *dba* Bob's Food Mart has submitted alcohol license applications to the City of Camilla for the sale of Beer and Wine OFF-PREMISES. The manager of the store will be Kuntalbhair Kiritbhair Patel and the business will be located at 122 N. Harney Street as of February 9, 2021.

The business is being purchased from Sycamore 2007, LLC *dba* Bob's Grocery and the sale will be final on February 9, 2021.

COUNCIL ACTION:

☐APPROVED ☐DENIED

COUNCIL MEETING DATE:_____

BY:_____

**EXTRACT OF MINUTES
RESOLUTION OF GOVERNING BODY**

Recipient: CITY OF CAMILLA

Loan Number: CW2020003

At a duly called meeting of the governing body of the Borrower identified above (the "Borrower") held on the _____ day of _____, the following resolution was introduced and adopted.

WHEREAS, the governing body of the Borrower has determined to borrow but not to exceed \$1,900,000 from the **CLEAN WATER STATE REVOLVING FUND, ADMINISTERED BY GEORGIA ENVIRONMENTAL FINANCE AUTHORITY** (the "Lender") to finance a portion of the costs of acquiring, constructing, and installing the environmental facilities described in Exhibit A to the hereinafter defined Loan Agreement (the "Project"), pursuant to the terms of a Loan Agreement (the "Loan Agreement") between the Borrower and the Lender, the form of which has been presented to this meeting; and

WHEREAS, the Borrower's obligation to repay the loan made pursuant to the Loan Agreement will be evidenced by a Promissory Note (the "Note") of the Borrower, the form of which has been presented to this meeting;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borrower that the forms, terms, and conditions and the execution, delivery, and performance of the Loan Agreement and the Note are hereby approved and authorized.

BE IT FURTHER RESOLVED by the governing body of the Borrower that the terms of the Loan Agreement and the Note (including the interest rate provisions, which shall be as provided in the Note) are in the best interests of the Borrower for the financing of the Project, and the governing body of the Borrower designates and authorizes the following persons to execute and deliver, and to attest, respectively, the Loan Agreement, the Note, and any related documents necessary to the consummation of the transactions contemplated by the Loan Agreement.

(Signature of Person to Execute Documents)

(Print Title)

(Signature of Person to Attest Documents)

(Print Title)

The undersigned further certifies that the above resolution has not been repealed or amended and remains in full force and effect.

Dated: _____

(SEAL)

Secretary/Clerk

**EXTRACT OF MINUTES
RESOLUTION OF GOVERNING BODY**

Recipient: CITY OF CAMILLA

Loan Number: CWDRA20007

At a duly called meeting of the governing body of the Borrower identified above (the "Borrower") held on the ____ day of _____, the following resolution was introduced and adopted.

WHEREAS, the governing body of the Borrower has determined to borrow but not to exceed \$200,000 from the **CLEAN WATER STATE REVOLVING FUND, ADMINISTERED BY GEORGIA ENVIRONMENTAL FINANCE AUTHORITY** (the "Lender") to finance a portion of the costs of acquiring, constructing, and installing the environmental facilities described in Exhibit A to the hereinafter defined Loan Agreement (the "Project"), pursuant to the terms of a Loan Agreement (the "Loan Agreement") between the Borrower and the Lender, the form of which has been presented to this meeting; and

WHEREAS, the Borrower's obligation to repay the loan made pursuant to the Loan Agreement will be evidenced by a Promissory Note (the "Note") of the Borrower, the form of which has been presented to this meeting;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borrower that the forms, terms, and conditions and the execution, delivery, and performance of the Loan Agreement and the Note are hereby approved and authorized.

BE IT FURTHER RESOLVED by the governing body of the Borrower that the terms of the Loan Agreement and the Note (including the interest rate provisions, which shall be as provided in the Note) are in the best interests of the Borrower for the financing of the Project, and the governing body of the Borrower designates and authorizes the following persons to execute and deliver, and to attest, respectively, the Loan Agreement, the Note, and any related documents necessary to the consummation of the transactions contemplated by the Loan Agreement.

(Signature of Person to Execute Documents)

(Print Title)

(Signature of Person to Attest Documents)

(Print Title)

The undersigned further certifies that the above resolution has not been repealed or amended and remains in force and effect.

Dated: _____

(SEAL)

Secretary/Clerk

**EXTRACT OF MINUTES
RESOLUTION OF GOVERNING BODY**

Recipient: CITY OF CAMILLA

Loan Number: DWDRA20010

At a duly called meeting of the governing body of the Borrower identified above (the "Borrower") held on the _____ day of _____, the following resolution was introduced and adopted.

WHEREAS, the governing body of the Borrower has determined to borrow but not to exceed \$1,400,000 from the **DRINKING WATER STATE REVOLVING FUND, ADMINISTERED BY GEORGIA ENVIRONMENTAL FINANCE AUTHORITY** (the "Lender") to finance a portion of the costs of acquiring, constructing, and installing the environmental facilities described in Exhibit A to the hereinafter defined Loan Agreement (the "Project"), pursuant to the terms of a Loan Agreement (the "Loan Agreement") between the Borrower and the Lender, the form of which has been presented to this meeting; and

WHEREAS, the Borrower's obligation to repay the loan made pursuant to the Loan Agreement will be evidenced by a Promissory Note (the "Note") of the Borrower, the form of which has been presented to this meeting;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borrower that the forms, terms, and conditions and the execution, delivery, and performance of the Loan Agreement and the Note are hereby approved and authorized.

BE IT FURTHER RESOLVED by the governing body of the Borrower that the terms of the Loan Agreement and the Note (including the interest rate provisions, which shall be as provided in the Note) are in the best interests of the Borrower for the financing of the Project, and the governing body of the Borrower designates and authorizes the following persons to execute and deliver, and to attest, respectively, the Loan Agreement, the Note, and any related documents necessary to the consummation of the transactions contemplated by the Loan Agreement.

(Signature of Person to Execute Documents)

(Print Title)

(Signature of Person to Attest Documents)

(Print Title)

The undersigned further certifies that the above resolution has not been repealed or amended and remains in full force and effect.

Dated: _____

(SEAL)

Secretary/Clerk



CITY MANAGER PERFORMANCE EVALUATION

ASSISTING COUNCIL WITH ITS POLICY-MAKING ROLE

A. Providing Information & Communication	<u>Weak</u>			<u>Strong</u>	
1. Does the City Manager keep the City Council informed in a timely manner?	1	2	3	4	5
2. Do you feel that you receive information on an equal basis with other Councilmembers?	1	2	3	4	5
3. Do reports provide adequate information and analysis to help the City Council make sound decisions?	1	2	3	4	5
4. Are agenda items and supporting documents appropriate and brought to Council in sufficient time for deliberations?	1	2	3	4	5
5. Does the City Manager regularly consult with the Mayor before setting the agenda to determine appropriate topics and timing?	1	2	3	4	5
6. Does the City Manager follow up promptly on Council requests for information or action without having to be reminded?	1	2	3	4	5

Average Score: _____

COMMENTS: _____

B. Providing Advice

	<u>Weak</u>			<u>Strong</u>	
1. Does the City Manager have adequate knowledge of municipal affairs?	1	2	3	4	5
2. Does the City Manager exercise good judgment?	1	2	3	4	5
3. Do you feel the City Manager considers alternatives before making recommendations?	1	2	3	4	5
4. How do you feel about the quality of analysis that accompanies recommendations?	1	2	3	4	5
5. Does the City Manager have a good sense of timing in bringing issues to the Council for action?	1	2	3	4	5

Average Score: _____

COMMENTS: _____

INTERNAL ADMINISTRATION**A. Financial Management**

	<u>Weak</u>			<u>Strong</u>	
1. Are you comfortable with the City Manager's approach to budget preparation and review?	1	2	3	4	5
2. Is the City Manager effective in controlling costs through economical utilization of manpower, materials and equipment?	1	2	3	4	5
3. Does the City Manager have sufficient knowledge of financial matters?	1	2	3	4	5
4. Does the City Manager provide City Council with sufficient information on the financial status of the City government?	1	2	3	4	5
5. Is the budget submitted on time?	1	2	3	4	5

Average Score: _____

COMMENTS: _____

B.	Personnel Management	<u>Weak</u>			<u>Strong</u>	
		1	2	3	4	5
1.	Does the City Manager respond to Council suggestions on employee training, work priorities and productivity?					
2.	Does the City Manager ensure every City employee receives a written annual performance review?					

Average Score: _____

COMMENTS: _____

C. Getting the Job Done

	<u>Weak</u>			<u>Strong</u>
1. Are City Council directives completed?	1	2	3	4 5

COMMENTS: _____

EXTERNAL RELATIONS

A. Citizen Relations

	<u>Weak</u>			<u>Strong</u>
1. Is the City Manager effective in handling disputes or complaints involving citizens?	1	2	3	4 5
2. Does the City Manager have appropriate visibility or identity in the community?	1	2	3	4 5
3. Does the City Manager represent Council positions and policies accurately and effectively?	<u>Weak</u> 1	2	3	<u>Strong</u> 4 5

Average Score: _____

COMMENTS: _____

B. Intergovernmental Relations

	<u>Weak</u>			<u>Strong</u>
1. Is the City Manager effective representing The City's interest in dealing with other agencies?	1	2	3	4 5
2. Does the City Manager participate in enough intergovernmental activity to have an impact on behalf of the City?	1	2	3	4 5

Average Score: _____

COMMENTS: _____

PERSONAL CHARACTERISTICS

A. Personality

	<u>Weak</u>			<u>Strong</u>	
1. Is the City Manager's personality suited to effective performance of his duties?	1	2	3	4	5

B. Communications

1. Is the City Manager easy to talk to?	1	2	3	4	5
2. Do you feel he is a good listener?	1	2	3	4	5
3. Are communications thoughtful, clear and to the point?	1	2	3	4	5
4. Does the City Manager show sensitivity to the concerns of others?	1	2	3	4	5

Average Score: _____

COMMENTS: _____

C. Management Style

	<u>Weak</u>			<u>Strong</u>	
1. Does the City Manager demonstrate interest and enthusiasm in performing his job duties?	1	2	3	4	5
2. Does he have sufficient leadership characteristics to command respect and good performance from employees?	1	2	3	4	5
3. Does the City Manager show initiative and creativity in dealing with issues, problems and unusual situations?	1	2	3	4	5
4. Is the City Manager open to new ideas and suggestions for change?	1	2	3	4	5
5. Does the City Manager work well under pressure?	1	2	3	4	5
6. Is the City Manager able to change his approach to fit new situations?	1	2	3	4	5
7. Can the City Manager consistently put aside personal views and implement Council policy?	1	2	3	4	5

Current Year Action Plan

Attach the current year Action Plan approved by the City Council.

COUNCILMEMBER:_____

DATE:_____

AGENDA ITEM #7
PUBLIC WORKS COMMITTEE REPORT
FEBRUARY 8, 2021

- a. The Council reviewed bids for a right-of-way exterior landscape maintenance contract that provides lawn maintenance services on U.S. Highway 19 and Newton Road right-of-ways and weekly litter pick-up. The right-of-ways are scheduled for mowing twice per month from March to October and once per month from November to February. Two bids were received with Allen Turf Landscape of Quitman, Georgia identified as low bidder with a bid amount of \$82,500. The Public Works Committee recommends acceptance of the low bid from Allen Turf Landscape of Quitman in the amount of \$82,500 and authorizes the City Manager to sign contract documents with a commencement date of March 1, 2021 and ending February 28, 2022. The City Manager was requested to evaluate grass retardant spraying as an alternative to the total number of mowing's in the contract and will report his findings prior to the vote.

MOTION: _____

SECOND: _____

- b. The Council reviewed bids to furnish and install an airport hangar at the Camilla-Mitchell County Airport. Two bids were received with Young's Metal Building of Hartsfield, Georgia identified as low bidder with a bid amount of \$140,000. On November 9, 2020 the Council approved construction of the hangar in an amount not to exceed \$150,000. The contract does not include electrical, plumbing, main door, and a hydraulic door which will be provided at the tenant's expense. The Public Works Committee recommends acceptance of the low bid from Young's Metal Building of Hartsfield in the amount of \$140,000 to construct the hangar and authorizes the City Manager to sign contract related documents.

MOTION: _____

SECOND: _____

- c. The Council discussed construction of a picnic pavilion at Toombs Park. City Manager Sykes stated bids were due on Wednesday and asked Council

to approve adding the item to the agenda to award the bid for the pavilion contingent upon a successful bid opening. The City Manager will present a recommendation for Council consideration.

- d. The Council reviewed the 2021 Project Schedule in detail at their February 1st Committee Meeting. The project schedule outlines each project, funding source, completion date, and funding level. Some of the projects scheduled for completion in 2021 include a splash park, Toombs Park renovations, installation of public Wi-Fi, paving projects, sidewalk projects, gateway signage, training for 21st Century Policing, waste water treatment renovations, lift station upgrades, and construction of two aircraft hangars. The Public Works Committee recommends approval of the 2021 Project Schedule list.

MOTION:_____

SECOND:_____

- e. The Public Works Committee performed an on-site inspection of the City's land application operation which assists in providing sanitary sewer services for residential and commercial customers. Of the three holding ponds, one is currently empty due to a ruptured liner that requires repair. The City's consultant and engineer assessed the situation and recommended two courses of action: a geophysical investigation and groundwater testing at the land application site. City Manager Sykes executed a professional services agreement with TTL of Valdosta, Georgia in the amount of \$24,000 for the geophysical investigation and \$17,000 for the groundwater testing. The investigation and testing is in progress and he requests the Council's consideration to ratify his decision for execution of the agreement because time was of the essence. The Public Works Committee recommends ratification of the City Manager's execution of the professional services agreement with TTL of Valdosta in the total amount of \$41,000 for a geophysical investigation and groundwater testing at the land application operation.

MOTION:_____

SECOND:_____

DISCUSSION PAPER

JANUARY 27, 2021

FOR: CITY COUNCIL REVIEW AND CONSIDERATION

SUBJECT: CONSIDER APPROVAL FOR RIGHT-OF-WAY MAINTENANCE CONTRACT
(MOWING & LITTER CONTROL)

PRESENTER: CITY MANAGER

BACKGROUND:

AS AN ALTERNATIVE TO CORRECTIONS LABOR DETAIL OR HIRING ADDITIONAL FTE FOR RIGHT-OF-WAY MAINTENANCE & LITTER CONTROL, REQUESTS FOR PROPOSALS WERE ADVERTISED AND BIDS WERE RECEIVED ON WEDNESDAY JANUARY 27, 2021.

DISCUSSION:

WE HAVE RECEIVED A COST PROPOSAL FROM THE LAWN MEDIC, PELHAM GA, IN THE AMOUNT OF \$126,320 PER YEAR AND ALLEN TURF LANDSCAPE, QUITMAN, GA IN THE AMOUNT OF \$82,500 PER YEAR.

THE CONTRACT REQUIRES MOWING US 19 AND NEWTON ROAD RIGHT-OF-WAY TWICE PER MONTH (MAR-OCT) AND ONCE PER MONTH (NOV-FEB). LITTER PICK WILL ALSO BE PROVIDED WEEKLY.

STAFF WILL BE REASSIGNED TO CEMETERY AND CITY RIGHT-OF-WAY MAINTENANCE.

ESTIMATED COST TO PROVIDE RIGHT-OF-WAY MAINTENANCE AS REQUIRED IN THIS CONTRACT BY ADDITIONAL CITY STAFF, EQUIPMENT & SUPPLIES IS \$111,500.

THE CURRENT YEAR BUDGET FOR THIS SERVICE IS \$46,500.

THE CURRENT YEAR CONTRACT PORTION FOR THIS SERVICE IS \$65,625

THE ADDITIONAL \$19,125 WILL BE FUNDED FROM BUDGETED PW REPAIRS & MAINTENANCE.

REQUESTED ACTION:

STAFF RECOMMENDS AWARDDING THE CONTRACT TO ALLEN TURF LANDSCAPE, QUITMAN, GA IN THE AMOUNT OF \$82,500.

DISCUSSION PAPER

COUNCIL MEETING DATE: February 8, 2021

FOR: CITY COUNCIL REVIEW AND CONSIDERATION

SUBJECT: AIRPORT CORPORATE HANGER BID AWARD

PRESENTER: STEVE SYKES, CITY MANAGER

BACKGROUND:

THE CITY COUNCIL AUTHORIZED A LONG TERM LEASE AGREEMENT FOR THE USE OF A CORPORATE AIRCRAFT HANGAR AND BIDS FOR THE HANGAR CONSTRUCTION WERE ADVERTISED AND RECEIVED.

DISCUSSION:

THE BIDS TO FURNISH AND INSTALL AN AIRPORT CORPORATE HANGAR FOR THE CITY OF CAMILLA AT THE CAMILLA-MITCHELL COUNTY AIRPORT WERE RECEIVED ON FRIDAY, JANUARY 15, 2021. TWO (2) QUALIFIED BIDS WERE RECEIVED AS FOLLOWS:

- | | | |
|--------------------------|----------------|-----------|
| • LRA CONSTRUCTORS | ALBANY, GA | \$205,012 |
| • YOUNG'S METAL BUILDING | HARTSFIELD, GA | \$140,000 |
| • BUDGET/ESTIMATE | | \$150,000 |

REQUESTED ACTION:

THE CITY MANAGER RECOMMENDS THE CITY COUNCIL AWARD THE CONTRACT FOR CONSTRUCTION OF THE AIRCRAFT HANGER TO YOUNG'S METAL BUILDING, HARTSFIELD, GEORGIA IN THE AMOUNT OF \$140,000.

DISCUSSION PAPER

COUNCIL MEETING DATE: FEBRUARY 8, 2021

FOR: CITY COUNCIL REVIEW AND CONSIDERATION

SUBJECT: TOOMBS PARK PAVILION BID AWARD

PRESENTER: STEVE SYKES, CITY MANAGER

BACKGROUND:

THE CITY COUNCIL AUTHORIZED CONSTRUCTION OF A PICNIC PAVILION TO BE CONSTRUCTED AT TOOMBS PARK AND BIDS FOR THE PAVILION WERE ADVERTISED AND RECEIVED. THE BUDGET FOR THE PAVILION WAS \$40,000 BASED ON A 1,000 SQUARE FOOT PAVILION AND AN ESTIMATED \$40 PER SQUARE FOOT.

DISCUSSION:

AFTER AUTHORIZATION TO PROCEED WITH DESIGN, THE PAVILION WAS DESIGNED TO MATCH THE SPLASH PARK CONCEPT. THE FINAL DESIGN WAS A PAVILION THAT WAS 1,200 SQUARE FOOT, MANUFACTURED STONE, PRE-ENGINEERED TRUSSES AND ARCHITECTURAL SHINGLES. THE ESTIMATE FOR THE INITIAL DESIGN WAS \$66,000 BASED ON A 1,200 SQUARE FOOT PAVILION AND AN ESTIMATED \$55 PER SQUARE FOOT. THE PRE-BID (FEB 3rd) ESTIMATE INCREASED TO \$80,000 BASED ON TWO (2) FACTORS – BUILDING MATERIAL INFLATION (40% INCREASE – SEE ATTACHMENTS) AND THE ADDITION OF BUILT-IN PERIMETER SEATING.

THE BIDS TO CONSTRUCT A PICNIC PAVILION FOR THE CITY OF CAMILLA AT TOOMBS PARK WERE RECEIVED ON WEDNESDAY, FEBRUARY 3, 2021. TWO (2) QUALIFIED BIDS WERE RECEIVED AS FOLLOWS:

- | | | | |
|------------------------|-----------------|--------------|------------------|
| • PDC CONSTRUCTION | BAINBRIDGE, GA | \$174,200.00 | 90 CALENDAR DAYS |
| • TIP TOP CONSTRUCTION | THOMASVILLE, GA | \$139,375.00 | 60 CALENDAR DAYS |
| • ARCHITECT'S ESTIMATE | | \$ 80,000.00 | |

REQUESTED ACTION:

BOTH BIDS EXCEED ARCHITECT'S ESTIMATE BY 75%. DISCUSSIONS INVOLVING TIP TOP CONSTRUCTION, THE ARCHITECT AND THE CITY DID NOT PRODUCE FAVORABLE RESULTS. THE CITY MANAGER RECOMMENDS THE CITY COUNCIL REJECT BOTH BIDS.

AS AN ALTERNATIVE, THE CITY MANAGER RECOMMENDS CITY COUNCIL APPROVAL TO PURCHASE MATERIALS DIRECTLY AND HIRE LOCAL SUBCONTRACTORS TO COMPLETE THE PAVILION UNDER SUPERVISION OF THE PLANNING ADMINISTRATOR.

THE PICNIC PAVILION AT TOOMBS PARK WILL BE FUNDED USING SPLOST FUNDS.

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NOTICE OF 2021 PRICE INCREASE

To Our Valued Partners & Customers,

On January 8, 2021, CFGroup will implement a 2% price increase for our brand Thonet. The increase will affect all products and is in line with the forecasted inflation rate across the US market.

We understand the sensitivity of any price increase, no matter how modest, and we will continue to make every effort to reduce costs despite underlying price inflation in raw materials. For example some materials such as lumber (raw material prices up 36% year to date), iron ore (raw material prices up 29% year to date) and aluminum (prices up 2% year to date) are driven by supply and demand, complicated to some extent by tariffs, while others are associated with our efforts to reshore and diversify our supply chain. The combined impact of all these pressures cannot be mitigated by our cost reduction efforts or the small number of commodity offsets, therefore it is essential that we announce this modest increase.

The price increase imposed affects our pricing tool on January 8, 2021.

Thank you in advance for your support.

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material cost increases



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The cost increases for lumber and building material items over the summer have been at record levels. In addition, the supply chain has not been this broken ...

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MATERIAL PRICE increases are not new. Normally, sellers are expected to absorb and/or manage the risk of fluctuations in pricing when conducting their ...

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Construction material prices increase steadily in June ...

Nonresidential construction materials prices effectively mirrored overall construction prices by rising 0.9% on a month-over-month basis and 9.8% on a year-over-year basis. ... "Materials prices are up roughly 10% in just one year, and certain categories have experienced significant rates of price increase," said Basu.

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Revised February 1, 2021

General Fund

Splash Park – SPLOST – 06/30/2021 - \$750,000

Toombs Park – SPLOST – 05/31/2021 - Picnic Pavilion - \$40,000

Toombs Park – SPLOST – 01/31/2021 - Basketball Court Renovation - \$10,000

Boys & Girls Club Building Renovation – 09/30/2021 – Unbudgeted - \$300,000

Public Wifi - CNS FUND - \$22,500

- Boys & Girls Club – 03/31/2021
- Depot Patio – 03/31/2021
- Toombs Park – 05/31/2021

Paving – LMIG/SPLOST – 10/31/2021 - \$100,000

Paving – SPLOST – 05/31/2021 - \$150,000

Paving & Sidewalks – 08/31/2021 – TSPLOST - \$250,000

Sidewalk Infrastructure – West Circle CDBG Project - 09/30/2021 - \$100,500

Citywide Sidewalk project – COMPLETED - \$53,500

Gateway Signs (US 19 North & South) – Public Works – 09/30/2021

Demolition & Renovation of Dilapidated Property – 10 Residential Properties – 12/31/2021

21st Century Policing Staff Training - 02/28/2021

21st Century Policing Community Meeting – TBD

Position Classification and Pay Plan Approval by Council no later than June 1, 2021

Assess Implementation of Main Street Program no later than August 1, 2021

Develop Downtown Signage Plan no later than July 1, 2021

Submit application to DCA for “PlanFirst” Community no later than May 15, 2021

Water & Sewer

West Circle Water/Sewer project – CDBG - 09/30/2021 - \$750,000

WWTP Renovation & LS Upgrades – GEFA CWSRF - 01/31/2022 - \$1,900,000

LS Bypass Pumps & SCADA – GEFA ASADRA - 01/31/2022 - \$200,000

Wells, Pumps, Valves & Mains – GEFA DWSRF ASADRA - 01/31/2022 - \$1,400,000

Airport

Large Aircraft Hangar – 06/30/2021 – ECON DEV - \$150,000

Large Aircraft Hangar – 09/30/2021 – FAA GRANT - \$158,500



January 4, 2021

City of Camilla
Attn.: Mr. Mike Atkinson
P.O. Box 328
Camilla, GA 31730

Re: *Proposal for Geophysical Investigation and Subsurface Exploration*
Camilla Land Treatment System
LAS Permit No.: GAJ020088
Camilla, Georgia
TTL Proposal No: P00200703512.00

Dear Mike:

TTL, Inc. is pleased to provide this proposal to provide a geophysical investigation and subsurface exploration at the existing Camilla Land Application System (LAS) site in Camilla, Georgia. This proposal outlines our understanding of the project, our proposed scope of work and our fees for providing those services.

Project Information

The proposed site is located off of Penelope Lane in Camilla, Georgia and is currently utilized as the City of Camilla's LAS site. Based on the information provided, we understand a possible sink hole has developed within the northwest holding pond, compromising the integrity of the lined pond. In order to evaluate the adjacent ponds for potential sink hole activity, we have proposed to perform geophysical and subsurface evaluations around the existing ponds.

Proposed Scope of Services

Based on the information above, TTL proposes to perform the following services:

- **Electrical Resistivity Imaging Survey (ERI)**
TTL will subcontract GeoHazards to perform electrical resistivity imaging (ERI) services at the site. Electrical resistivity measurements involve the passing of an electric current through the subsurface material and measuring its resistance to flow. Different earth materials (e.g. clay, sand, limestone) resist the flow of electrical current differently. Contrasts in the degree of resistance are used to identify and locate boundaries among different materials.

Measurements of electrical resistivity will be made utilizing an Advanced Geosciences, Inc. SuperSting R8 8-channel Resistivity Meter with a switchbox system and a passive

electrode cable array. The resulting data will be processed utilizing EarthImager 2D, a computer program that produces two-dimensional vertical cross section models of the subsurface. The depth limits of the modeled ER data are primarily dependent on the type of array (Schlumberger, Wenner, Dipole-Dipole, etc.), the materials penetrated and the total length of the electrode array.

We propose conducting 6 ERI transects ranging from 750 to 2,000 feet in length, within the project area with maximum estimated depths of penetration of approximately 100 feet are expected. Location and orientation of transects will be determined by the on-site specialist to maximize data acquisition and synthesis.

- **Subsurface Exploration and Standard Penetration Testing (SPT)**

After the ERI is conducted, we propose to perform a total of three (3) soil test borings adjacent to the existing ponds to depths of 50 to 75 feet. It should be noted that the number of soil test borings will be dependent upon the results of the ERI. Soil test borings will be performed by hollow-stem auger drilling; split-barrel testing; and sampling of soil in general accordance with ASTM D1586 (SPT sampling) with samples taken at 5-foot intervals until boring termination.

Our budget and schedule are based on the following:

- field services can be performed during normal working hours (Monday through Friday, 7 am to 5 pm), although we may want to work other times at our discretion, if possible;
 - track-mounted drilling equipment will be used;
 - we will contact the Georgia 811 service to have participating utility companies notified of the pending subsurface penetrations;
 - any private underground utilities that may be present (those not marked by the 811 service) must be located and marked on the ground surface by a private utility locating company contracted by others prior to our exploration;
 - we are not responsible for utilities that are not marked or are incorrectly marked;
 - we will backfill boreholes with auger cuttings; and
 - site restoration other than backfilling and patching boreholes is not included in our scope.
- **Report of Geophysical/Subsurface Findings**
Once fieldwork has been completed and data reviewed, we will submit a geotechnical report as a PDF file by email. The report will include:
 - General information regarding the site and subsurface conditions, including soil stratigraphy, changes in soil lithology and bedrock occurrences, as well as groundwater measurements shown on individual test records;
 - Characterization of the subsurface beneath the perimeter of the ponds;

- Identification of possible anomalous areas; and
- General recommendations provided for future analysis.


Compensation

We propose to provide the scope of services for the geophysical investigation and subsurface evaluation as described above for a lump sum fee of **\$24,000.00**. If conditions indicate that additional work is necessary, we will contact you and develop a mutually agreeable scope of work and fee prior to proceeding. It should be noted that depending on the findings of our work described above, a detailed remediation plan can be provided for an additional fee that would range from \$1,100 to \$2,500.

Acceptance

If this proposal meets with your approval please sign and return a copy of the attached **Client Project Services Agreement**. We appreciate the opportunity to provide this proposal. Please call if you have any questions.

Sincerely,
TTL, Inc.


Matthew L. Gaston, P.E.
Principal Engineer


Keith H. Reaves, P.E.
Principal Engineer/
Regional Manager

Enclosure: Client Project Services Agreement



4585 Mai North Drive
Valdosta, GA 31602
229.244.8605
www.ttlusa.com

December 17, 2020

City of Camilla
Attn: Mr. Mike Atkinson
P.O. Box 328
Camilla, GA 31730

RE: Proposal for Elevated Nitrate - Work Plan Implementation
Camilla Land Treatment System
LAS Permit NO: GAJ020088
TTL Proposal No: P00200703198.02

Mike:

TTL, Inc. (TTL) appreciates the opportunity to provide this proposal for assisting the City of Camilla in investigating the cause of elevated nitrates within the Camilla Land Application System (LAS). The following paragraphs describes our understanding of the background of the project and our proposed scope of work for this project.

PROJECT BACKGROUND

The City of Camilla LAS groundwater samples have recently demonstrated nitrate concentrations that exceed the maximum contaminant level. The laboratory analytical reports indicated that nitrate concentrations were elevated in the following groundwater monitoring wells:

U2	M1
U7	M4
U8	M5

TTL and Nutter & Associates, Inc. (NAI) of Athens, Georgia developed a Work Plan to investigate the possible causes of the elevated nitrates within the above-listed wells. The Work Plan was presented to the City of Camilla on December 17, 2020.

TTL will subcontract NAI to assist with the evaluation of the agronomic performance of the land application system (LAS) site as described in the above-referenced work plan. The following paragraphs describe the proposed scope of work.

SCOPE OF WORK

Site Visit, Interview with Site Personnel and Site Evaluation

TTL and NAI will conduct a wet survey of the LAS system to observe the site during an irrigation cycle and problem areas will be evaluated. The team will inspect the spray field areas to assess the soil physical conditions, topography, drainage, and vegetation growth and vigor. The current extent and

composition of weed pressure will be inspected and documented. NAI will use an agricultural soil penetrometer to help characterize the current physical conditions and relative tilth of the site soils. Soil moisture and soil electrical conductivity measurements will be collected concurrently with the penetrometer readings using a handheld Time Domain Reflectometry (TDR) soil meter. The TDR results will allow field measurement of soil salinity and help provide more meaningful comparisons should future penetrometer testing be performed to assess relative changes in soil compaction and tilth.

A number of hand auger borings will be advanced to confirm the NRCS soil series mapped on the site. The condition of the surface soils will be assessed with respect to tilth, soil structure, infiltration, rooting depth, and depth to saturated soils. Conditions of the soils and cover crop will be photo documented. The condition of the cover crops will be evaluated and harvesting methods will be discussed with the LAS personnel. Up to three composite soil samples will be collected from selected areas of the site. The soils will be analyzed for standard agriculture parameters, micronutrients, sodic properties, and soluble salts. Up to three (3) samples of the above-ground cover crop plant material will be collected for tissue analysis of nutrients. Up to three (3) samples of harvested hay (ensiled or baled) will be collected for standard forage analysis to help estimate the quantity of nitrogen assimilated by the cover crop.

Historical Site Data Review

Groundwater Analysis Results and Hydrogeologic Review

TTL will conduct a data review of the hydrogeologic system at the site. In doing so, TTL will:

- Generate time series graphs for constituents of concern monitored in groundwater wells;
- Develop potentiometric surface maps of the aquifer system for the past one to two years, and;
- Establish a timeline of the pond failure based on interviews with the sprayfield operator.

The data discussed above will be utilized to attempt to determine how the failure of the pond may have affected the groundwater nitrate concentrations observed at the site.

Design Loadings Versus Actual Loadings

NAI will compare the original design loadings to the actual loadings applied to the site. The LAS operator will be interviewed to discuss the performance of the LAS, operation and maintenance procedures, and problem areas.

City of Camilla Supplied Information Needed

TTL and NAI will need for the City of Camilla to supply the following information:

- Original design parameters utilized to design each sprayfield. If these documents are not readily available within city files, they may be found in the Georgia EPD files in Atlanta;

- Hay harvest data;
 - Number of bales per year per field;
 - Representative bale weights from hay from each field. Actual weights should be supplied;
- Additional wastewater analysis of water sprayed on each field to include:
 - Calcium, Magnesium,
 - BOD₅,
 - Nitrite,
 - Nitrogen,
 - Ammonia,

Note: The above-listed analyses should be collected concurrently with the bi-monthly samples required in the permit. TTL requests that a minimum of two samples be collected from water applied to each sprayfield (at least one month's worth of samples). Based on the results, additional samples may be required. We assume that the City of Camilla will contract directly with their laboratory for these analyses.

Reporting

Upon receipt of the design, hay harvest, and laboratory data, TTL and NAI will analyze the results and summarize our findings and recommendations in a technical memorandum with complimentary figures, tables, and data.

The technical memorandum will include the following:

- Approach utilized in our evaluation,
- Overview of the assimilative capacity of the LAS with respect to the wastewater hydraulic loading and nutrient loading by the LAS soil-plant complex,
- Review of the effective nitrogen balance,
- Assessment of soil chemistry and physical conditions of the LAS soils,
- Prescriptive guidance for improving soil management and crop performance. (The prescriptive guidance will include recommendations for implementing comprehensive weed control program. Recommendations for hayfield renovation, where applicable, will be included.)
- Interpretation of trends in hydrogeologic conditions at the site, and
- Interpretation of trends in nitrate concentration in groundwater at the site.
- A timeline for pond failure and how the pond failure may have affected groundwater nitrate concentrations.

SCHEDULE

TTL is prepared to mobilize to the site the week of January 11, 2021 if a notice to proceed is provided by the City of Camilla by December 31, 2020. We anticipate the following schedule based on receiving the notice to proceed by December 31, 2020:

- January 15, 2021 - Complete field work and provide grass, forage and soil samples to laboratory;
- February 12, 2021 - Receive grass, forage and soil sample results from laboratory and receive wastewater analytical results (with additional analysis for month of January) from the City of Camilla, and;
- February 26, 2021 - Provide report with analysis and recommendations.

PROJECT BUDGET

TTL proposes to provide the services outlined herein for a lump sum of \$17,000.00. (Note: This budget does not include any geotechnical investigation suggested by the referenced work plan). Should field or other conditions beyond TTL control result in actual costs exceeding this sum, such exceedances will not be incurred by TTL without prior approval by you or your authorized representative. Any meetings with City of Camilla, Georgia EPD or third parties concerning the Camilla LAS system will be invoiced in addition to the proposed budget on a unit rate basis.

If this proposal meets with your approval, please provide your notice to proceed by signing below:

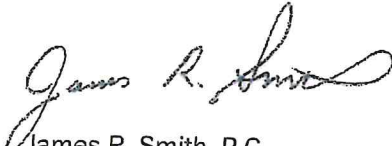
Accepted by the City of Camilla: _____

Date: _____

The terms and conditions outlined in the Professional Services Agreement signed by the City of Camilla and by TTL, Inc. on November 17, 2020 (attached) will govern this work.

If you have any questions or comments regarding this proposal, please do not hesitate to contact us in our Valdosta office at (229) 244-8619.

Sincerely,
TTL, Inc.


James R. Smith, P.G.
Senior Project Professional IV


Keith H. Reaves, P.E.
Vice President/Regional Manager

Attachments: CPSA Signed November 17, 2020

City Manager's Report
Camilla City Council Meeting
Monday, February 8, 2021
6:30 P.M.

- 1) Unfit Building Report
- 2) Cemetery Spaces Sold – Oakview Cemetery
- 3) COVID-19 Report has been enclosed. I will briefly review this report with Council.

Demo/Repair Update
January 28, 2021

39 Thompson St

Demolition completed 12/15/21

531 Thomas Ave

Original demolition deadline of 12/12/20 - Extended deadline based on LEGAL HOLD

Lee Williams is in process of purchasing this storm/fire damage property from Rose Mathis. After closing he plans to immediately demolish the house. Attorney Randy Chew is working on title issues - update pending.

182 N Butler

Renovation completed 12/10/20

232 Peachtree St

Exterior renovation deadline of 02/10/21

Community Ventures is 75% complete with exterior renovations. A new roof has been added. New windows have been ordered and waiting for delivery. Replacement bricks for exterior are being made to match.

Interior renovation deadline will be established once exterior is abated. (But - steady work on the interior is already underway)

77 W Bennett St

Exterior renovation completed 12/15/20.

Interior renovation 90% completed as of 01/28/21. Punch list underway and electric disconnect to be installed.

**Demo/Repair Update
January 28, 2021**

94 Lincoln St

Renovation Deadline - 03/10/21

House was completely gutted. 45% renovations complete - Steady progress being made on property.

105 Spence St

Exterior renovation deadline -- 03/10/21

Owner arrived here from Ohio on 01/15/21, to work on exterior of property for the next three weeks. Progress is being made. Interior deadline will also be issued.

198 Preacher St

ORIGINAL Demo date of 01/09/01 (or) Renovation date of 03/10/21.

Because of Covid restrictions, a REVISED demo date was issued to be completed by 03/09/21 (or) a renovation deadline of 04/09/21

421 Joy St

Exterior deadline Jan 9th -- not met

Interior deadline to be determined

No action taken by owners to meet exterior deadline. Inspection of property was conducted by our office with licensed state contractor on 01/25/21 -- CONDEMNED placard on property.

384 Palmer St

Renovation deadline 03/10/21 -- Demo deadline of 01/24/21

At the owner's request, an inspection of the property was conducted by our office with licensed state contractor on 11/13/20. A copy was provided to the owner on 11/24/20. No action has been taken by owner to abate property and owner will not return any phone call to our office.

CEMETERY SPACES SOLD - REPORT - OAKVIEW CEMETERY

11/30/2020 - 01/11/2021

<i>OWNER</i>	<i>BURIAL</i>	<i>SECTION</i>	<i>SIZE</i>	<i>COST</i>
Mary Williams and Alice Brown	Purchased in Advance	Post Oak	5' x 10'	\$175.00
Karletha Moore	Susie Moore	Post Oak	5' x 10'	\$175.00
Sarah Moore Burns	Lorence C Moore	Live Oak	5' x 10'	\$175.00
Randy and Becky Gay and Family	Purchased in Advance	Third Addition	10' x 20'	\$700.00
Mary Buggs	Evans Hayes	Georgia Oak	5' x 10'	\$175.00
Cynthia Harrison	Bobbie Harrison	Laurel Oak	5' x 10'	\$175.00
Royal, Catherine	Darryl Cannon	Water Oak	5' x 10'	\$175.00
Jaumekia Marion-Caver	John Lee Marion	Georgia Oak	5' x 10'	\$175.00
Kimberly Cochran	Tykeria Mykel Crimley	Laurel Oak	5' x 10'	\$175.00
Bridgitte Davis	Linda Davis	Red Oak	5' x 10'	\$175.00
Lenon Sessions	Willie C. Sessions	Red Oak	5' x 10'	\$175.00
Stephone Franklin	Purchased in Advance	Laurel Oak	10' x 10'	\$350.00
Nicole Jackson	Joe Cecil Reese	Laurel Oak	5' x 10'	\$175.00
TOTAL SPACES SOLD (17)				\$2,975.00

Daily Cases/Deaths

