



City of Fairburn
Mayor and Council Telephonic Meeting
April 13, 2020
7:00 p.m. @ City Hall

- I. The meeting was called to order at 7:00 p.m. by the Honorable Mayor Carr-Hurst.
- II. Roll Call was taken by City Clerk, Arika Birdsong-Miller with the following members present:

Mayor Elizabeth Carr-Hurst

The Honorable Mayor Pro-Tem Ulysses J. Smallwood
The Honorable Linda J. Davis
The Honorable Alex Heath

The Honorable Pat Pallend
The Honorable Hattie Portis-Jones
The Honorable James Whitmore

The attendance of Council constituted a quorum and the meeting proceeded.

City Attorney Randy Turner was also present.

- III. The invocation was led by Pastor John Culbreth of New Mt. Caramel AME located in Sharpsburg, Georgia.
- IV. Adoption of the Council Agenda. Mayor Carr-Hurst informed Council that an item #13 needed to be added to the agenda that addresses the City of Fairburn's Emergency Pandemic Plan. Motion to approve the Council Agenda with the addition was made by Councilman Heath and the second was provided by Councilwoman Portis-Jones.

Vote: 6-0: Motion Carried.

- I. Adoption of City Council Meeting Minutes:
Motion to approve February 24, 2020, Regular Meeting and Executive Session Minutes was made by Councilman Whitmore and the second was provided by Councilwoman Davis.

Vote: 6-0: Motion Carried.

Motion to approve March 25, 2020, Emergency Special Called Telephonic Meeting Minutes was made by Councilman Whitmore and the second was provided by Mayor Pro-Tem Smallwood.

Vote: 6-0: Motion Carried.

Motion to approve March 26, 2020, Emergency Special Called Telephonic Meeting Minutes was made by Councilwoman Davis and the second was provided by Councilwoman Portis-Jones.

Vote: 6-0: Motion Carried.

Motion to approve March 31, 2020, Emergency Special Called Telephonic Meeting Minutes was made by Mayor Pro-Tem Smallwood and the second was provided by Councilwoman Davis.

Vote: 6-0: Motion Carried.

II. Presentation:

Senior Planner, Ms. Tarika Peek announced the 2035 Comprehensive Plan 5-year update. Ms. Peek explained that the Comprehensive Plan acts as a guide for communities in achieving their goals and objectives and as a decision-making guide for the City staff and local elected officials over a twenty-year period. A Comprehensive Plan update is required by DCA every five years. Ms. Peek informed Mayor and Council that the staff will begin the 5-year comprehensive plan update process in April.

Property Manager, Mr. Harvey Stokes introduced Mr. Andy Howard, General Contractor from Piedmont Engineering who explained to Mayor and Council the plans for the construction of Fire Station 23. Mr. Howard explained that his company has built similar fire stations in Henry County and the City of Griffin. Mr. Howard assured Mayor and Council that Piedmont Engineering can build a fire station that Fairburn would be proud to own. Councilman Heath inquired about the material that would be used to build the fire station and the time frame for completion. Mr. Stokes informed Councilman Heath that the building will be brick and if the weather permits construction on the building would be completed by the end of this year. Councilwoman Davis asked if the City was required to place construction up for a bid to be in contract compliance. Attorney Randy Turner informed Councilwoman Davis that the City has statutory authority. Mayor Hurst asked Mr. Stokes to provide rendering for the fire station to Council.

III. Agenda Items:

1. Community Development

Mr. Lester Thompson

For Mayor and Council to approve the Ratification of the Construction Agreement with GDOT for the Downtown LCI Streetscape Project. Mr. Thompson explained that the City of Fairburn received a Conditional Notice to Proceed (NTP) from GDOT District Seven Construction Manager Scott Lee on Friday, March 13th, 2020. This allowed the City of Fairburn to in turn issue the Notice of Award to the lowest responsive and responsible bidder. This also allowed the City of Fairburn to secure the pricing submitted in their bid on September 18th, 2019. Motion to approve the Ratification of the Construction Agreement with GDOT for the Downtown LCI Streetscape Project was made by Councilman Heath and the second was provided by Councilman Whitmore.

Vote: 6-0: Motion Carried.

2. Community Development

Mr. Lester Thompson

For Mayor and Council to approve the Ratification of the Contract Award with Precision 2000, Inc. for Construction Services on the Downtown LCI Streetscape Project. Mr. Thompson explained that the bid opening was conducted on September 18th, 2019; three (3) bids were received. The bid evaluation revealed that Precision 2000, Inc. was the lowest responsive and responsible bidder with a base bid of \$4,782,326.35, and an overall bid of \$4,909,319.35. Motion to approve the Ratification of the Contract Award with Precision 2000, Inc. for Construction Services on the Downtown LCI Streetscape Project was made by Councilwoman Davis and the second was provided by Mayor Pro-Tem Smallwood.

Vote: 6-0: Motion Carried.

3. Community Development

Mr. Lester Thompson

For Mayor and Council to approve the Ratification of Task Order #2 with Atlas for Construction Engineering and Inspection Services. Mr. Thompson explained that the agreement with Moreland Altobelli (Atlas) was approved with the understanding that task orders associated with Construction Management Services would be issued on an as-needed basis. Mr. Thompson recommends the approval of Task Order #2 with Atlas Technical Consultants for Construction Engineering and Inspection Services on the Downtown LCI Streetscape Project for an amount not to exceed \$234,000. Motion to approve the Ratification of Task Order #2 with Atlas Construction Engineering and Inspection Services was made by Councilman Whitmore and the second was provided by Councilwoman Davis.

Vote: 6-0: Motion Carried.

4. Community Development

Mr. Lester Thompson

For Mayor and Council to approve the Ratification of the 2017 CDBG Contract with Fulton County. Mr. Thompson recommended approval (ratification) of the supplementary 2017 CDBG Contract with Fulton County for the Lightning Community Development Study and demolition of blighted property for an amount of \$72,240. Motion to approve the Ratification of the 2017 CDBG Contract with Fulton County was made by Councilman Heath and the second was provided by Councilman Whitmore.

Vote: 6-0: Motion Carried.

5. Community Development

Mr. Lester Thompson

For Mayor and Council to approve the Ratification of the 2018 CDBG Contract with Fulton County. Mr. Thompson recommended approval (ratification) of the 2018 CDBG Contract with Fulton County for the Dodd Street Utility Relocation Project. Fulton County allocated \$162,487 in 2018 CDBG funding that can be used for utility relocation on Dodd Street. Motion to approve the Ratification of the 2018 CDBG Contract with Fulton County was made by Councilwoman Davis and the second was provided by Councilman Heath.

Vote: 6-0: Motion Carried.

6. Community Development

Mr. Lester Thompson

For Mayor and Council to approve the Ratification of the 2019 CDBG Contract with Fulton County. Mr. Thompson recommended approval (ratification) of the 2019 CDBG Contract with Fulton County for the Dodd Street Pedestrian Improvements Project. Fulton County allocated \$162,287 in 2019 CDBG funding that can be used for Pedestrian Improvements on Dodd Street. Motion to approve the Ratification of the 2019 CDBG Contract with Fulton County was made by Councilman Whitmore and the second was provided by Mayor Pro-Tem Smallwood.

Vote: 6-0: Motion Carried.

7. Community Development

Mr. Lester Thompson

For Mayor and Council to approve the 2020 T-SPLOST Pedestrian Improvements Project Contract Award. Mr. Thompson stated that The Invitation for Bid for IFB#20-001, Pedestrian Improvements on Various City Roads was advertised on February 5th, 2020. The bid opening date was February 28th, 2020 at 3:00 pm at which time the seven (7) bids received were opened and read aloud. After completion of the bid evaluation, it was determined that Construction 57 Incorporated was the lowest responsive and responsible bidder with a bid price of \$182,250. Motion to approve the T-SPLOST Pedestrian Improvements Project Contract Award with Construction 57 Incorporated for an amount of

\$182,250 was made by Councilman Whitmore and the second was provided by Councilwoman Davis.

Vote: 6-0: Motion Carried.

8. Community Development

Mr. Lester Thompson

For Mayor and Council to approve the 2020 LMIG/T-SPLOST Roadway Improvements Project Contract Award. Mr. Thompson explained that the City of Fairburn receives an annual grant from the Georgia Department of Transportation (GDOT), Local Maintenance Improvement Grant (LMIG), to conduct various road improvements and repairs within the City. This year's LMIG check for \$202,561.60 was received on January 21st, 2020. These funds will again be combined with Transportation Special Local Option Sales Tax (T-SPLOST) funds to take advantage of the economies of scale and to satisfy the LMIG match requirements with T-SPLOST funds instead of General Funds. The approved T-SPLOST Project List allocates \$8,290,154.00 to City-Wide Road Resurfacing. Motion to approve the 2020 LMIG/TSPLOST Roadway Improvements Project Contract Award to C.W. Matthews Contracting Company, Inc. at a bid price of \$1,157,669.90 was made by Mayor Pro-Tem Smallwood and the second was provided by Councilwoman Davis.

Vote: 6-0: Motion Carried.

9. Community Development

Mr. Lester Thompson

For Mayor and Council to approve Task Order #3 with Atlas Technical Consultants for Construction Engineering and Inspection Services. Mr. Thompson recommended that Mayor and Council approve Task Order #3 with Atlas Technical Consultants for Construction Engineering and Inspection Services on the Roadway Improvements on Various City Roads Project (20-002) for an amount not to exceed \$55,500. Motion to approve Task Order #3 with Atlas Technical Consultants for Construction Engineering and Inspection (CEI) Services was made by Councilwoman Davis and the second was provided by Mayor Pro-Tem Smallwood.

Vote: 6-0: Motion Carried.

10. Parks and Recreation

Mr. John Culbreth

For Mayor and Council to approve the rental agreement with G. Pat Green for use of 129 W. Broad Street for the City of Fairburn Youth Center daily and event parking. Mr. Culbreth explained that the parking area adjacent to Fairburn's Youth Center provided approximately sixteen (16) additional parking spaced and additional grass parking. The agreement will cost \$6,000 for the term of the lease. Motion to approve the rental agreement with G. Pat Green was made by Councilman Whitmore and the second was provided by Councilwoman Davis.

Vote: 6-0: Motion Carried.

11. Fire Department

Chief Cornelius Robinson

For Mayor and Council to approve the Target Solution Software Training Package. Chief Robinson explained that the Fire Department has had this program since April 2016 for training for Fire Department personnel. The cost of the software from last year was \$4,956.48 and per the previous contract, the fees will increase by 2.5% for all renewal agreements for a total of 5,070.44. The training hours that fire personnel accrues in the system allows them to stay current on rules, regulations, and best practices. Additionally, these training hours are reviewed by the ISO evaluator during the recertification visit. Motion to approve the Target Solution Software Training Package was made by Councilman Whitmore and the second was provided by Mayor Pro-Tem Smallwood.

Vote: 6-0: Motion Carried.

12. Fire Department

Chief Cornelius Robinson

For Mayor and Council to approve the Purchase and Installation of Air (Cascade System) and Light Unit for Air Light 22. Chief Robinson explained that This unit would serve the purpose of illuminating dark emergency scenes by use of a light tower, serve as an air refill for our self-contained breathing apparatus (SCBA) on major fires and serve as a rehab station for firefighters during severe hot and cold weather. This unit can also assist the police department with lighting up crime scenes and accident investigations on the interstate and roadways. This will save the City approximately \$200,000 by refurbishing an existing vehicle vs. purchasing a new unit. Quotes were obtained from Randall Brackett Fire Truck Repair and FireLine, Inc.; Municipal Emergency Services originally indicated they could perform the service but had to decline the bid due to the current global pandemic affecting their staffing. Randall Brackett has the lowest bid of \$26,080.00. Motion to approve the Purchase and Installation of Air (Cascade System) and Light Unit for Air Light 22 was made by Councilman Whitmore and the second was provided by Councilwoman Davis. Vote: 6-0: Motion Carried.

13. Office of the Mayor (added from the floor)

Mayor Elizabeth Carr-Hurst

For Mayor and Council to approve the City of Fairburn Emergency Operations Pandemic Plan. Mayor Carr-Hurst explained that the Emergency Operations Plan identifies the City of Fairburn's emergency planning, organization, and response policies and procedures. It addresses the City's responsibilities in emergencies associated with natural diseases and human-caused emergencies. Councilwoman Davis asked if you are considered an essential employee, does that employee need to physically be at City Hall because all Department Heads are listed as essential in the EOP. Mayor Carr-Hurst responded by stating that all employees must be available but does not need to be on site. Motion to approve the City of Fairburn Emergency Operations Pandemic Plan was made by Councilman Heath and the second was provided by Councilman Whitmore. Vote: 6-0: Motion Carried.

IV. Council Comments:

Councilwoman Portis-Jones offered her heartfelt condolences to the family of employee Ms. Cheryl Catron.

Councilman Pallend had no comment.

Councilwoman Davis thanked employees for their dedication and offered condolences to Ms. Cheryl Catron's loved ones.

Councilman Heath applauded employees and senior staff for their hard work during the pandemic.

Councilman Whitmore offered his condolences to the family of Ms. Cheryl Catron. Councilman Whitmore also thanked the public for abiding by the shelter in place orders that are in place.

Mayor Pro-Tem Smallwood proclaimed that public servants are heroes! Mayor Pro-Tem Smallwood expressed gratitude to the Fire Department and Chief Robinson for clearing the roadway after a storm knocked down a tree.

Mayor Carr-Hurst offered her sympathy to Ms. Cheryl Catron's family. Mayor Carr-Hurst stated that the Chief Justice closed Municipal Courts until May 13, 2020. Mayor Carr-Hurst also stated that the renewal for Occupational Tax is extended to May 15, 2020.

- V. Adjournment: At 9:20 p.m., with no further business of the City of Fairburn, the Motion to adjourn was made by Councilwoman Davis and the second was provided by Councilman Heath.
Vote: 6-0: Motion Carried.


Arika Birdsong-Miller, City Clerk


Elizabeth Carr-Hurst, Mayor