

**City of Bowdon**  
**Mayor and Council Meeting**  
**Online Meeting Due to COVID-19 Pandemic**  
**April 13, 2020**  
**6:00PM**

**I.-IV. Agenda Items:**

The Mayor and City Council met for an online, virtual, regular session on Monday, April 13<sup>th</sup>, 2020. The meeting was called to order by Mayor Jim Chaffin at 6:00PM.

Roll call was conducted by City Clerk Susan Pierce.

Members present: Mayor Jim Chaffin  
Mayor Pro-tem Jan Johnson  
Councilmember Noah Steed  
Councilmember Wes McEntyre  
Councilmember Marty Johnson

Staff present: City Manager Gary Bullock  
City Clerk Susan Pierce  
Police Chief Mark Brock  
Main Street Director Jan Gibbs

The Invocation was led by Councilmember Wes McEntyre and was followed with the Pledge of Allegiance.

**V. Approval of Meeting Agenda**

Motion by Councilmember McEntyre to approve the agenda; second by Councilmember Marty Johnson; motion carried unanimously.

**VI. Approval of Minutes**

Minutes of Mayor & Council Meeting on February 10, 2020 and Emergency Called Meeting on March 24, 2020 were read and presented for approval.

Motion by Councilmember McEntyre to approve the minutes from the February 10, 2020 meeting as presented; second by Councilmember Marty Johnson; motion carried unanimously.

Motion by Councilmember Noah Steed to approve the minutes from the Emergency Called Meeting on March 24, 2020 as presented; second by Councilmember McEntyre; motion carried unanimously.

**VII. Public Comments**

None.

**VIII. Business Session**

- A. GEFA Loan Resolution Approval – City Manager Gary Bullock stated that we have been approved for a loan in the amount of \$162,500 for emergency repairs, plus engineering and contingency funds, at the Water Treatment Plant. We have also applied for a grant from the Department of Community Affairs to cover part of the expense as well. We can use the grant money against the loan which can be paid off early without a penalty.

Motion by Councilmember Steed to approve the GEFA loan in the amount of \$162,500 for emergency repairs at the Water Treatment Plant as presented; second by Councilmember Marty Johnson; motion carried unanimously.

- B. Liability Insurance renewal – Mr. Bullock reported that we sent out 4 invitations to bid on our liability insurance renewal which is due May 1. Invitations were sent to our current brokers, McGriff Insurance out of Columbus, Georgia, as well as Carroll Realty & Insurance, J. Smith Lanier and GIRMA (Georgia Interlocal Risk Management Agency). We did not receive any bids from Carroll Realty & Insurance or J. Smith Lanier. GIRMA bids were \$64,524 for a \$1,000,000 limit and \$71,174 for a \$2,000,000 limit. McGriff shopped the insurance and submitted a bid from Zurich in the amount of \$51,234 for a \$2,000,000 limit. The bid from McGriff for coverage from Zurich is the bid recommended for approval.

Motion by Councilmember Steed to approve the liability insurance renewal with Zurich through McGriff Insurance in the amount of \$51,234; second by Councilmember McEntyre; motion carried unanimously.

- C. IT Services selection – Mr. Bullock said that Council had seen 2 presentations for our IT services, one from Dave Mims at Sophicity, which is associated with GMA, and one from our present provider, Jay Watts with ProAct IT services. We also had a bid from Cybergate out of Newnan. Mr. Bullock noted that in comparison, the services from Sophicity would be giving us more for our money, including a new website. Councilmember Steed and Councilmember McEntyre spoke about the possible cost of equipment purchases to replace machines that are currently leased from ProAct. Councilmember McEntyre agreed that Sophicity was offering more services for our money and noted that they service more cities. Councilmember Steed also said he would like to go with an upgrade to Sophicity but was also grateful to ProAct for their services thus far.

Motion by Councilmember McEntyre to change our IT services provider to Sophicity; second by Councilmember Marty Johnson; motion carried unanimously.

- D. Budget Amendment – Mr. Bullock presented a forecast of revenues and expenses reflecting the effect of the COVID-19 pandemic on sales tax collections and Recreation Department revenues. With the decrease in projected revenues, we may have to transfer \$40,000 from the Water Fund to the General Fund.

Motion by Mayor Pro-tem Jan Johnson to approve the FY 2020 Budget Amendment as presented; second by Councilmember Wes McEntyre; motion carried unanimously.

- E. Housing Authority expired term – Cathy Pollard – Mr. Bullock stated that we had received a request from Heidi Stevens, Executive Director of the Bowdon Housing Authority, to renew Cathy Pollard as a commissioner for another 5-year term on the Bowdon Housing Authority.

Motion by Councilmember Steed to approve the renewal of Cathy Pollard's expired term on the Bowdon Housing Authority; second by Councilmember McEntyre; motion carried unanimously.

- F. City Manager Reports – We started the rehab on the Water Treatment Plant this morning.

- G. Department Reports – All departments are satisfactory.

## **VIII. Financial Session**

- A. Reviewed Property Tax Unpaid Balance Summary.
- B. Reviewed March financial reports – Mr. Bullock said they looked good.
- C. Cash balances as of April 9, 2020.

Motion by Councilmember McEntyre to adjourn the meeting; second by Councilmember Marty Johnson; motion carried unanimously.

**X. Adjournment**

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Mayor Jim Chaffin

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City Clerk Susan Pierce