



**City of Warner Robins  
City Council Meeting  
Minutes**

**APPROVED**

**Monday, March 16, 2020**

**5:30 PM**

**Council Chambers**

**Regular Meeting of Warner Robins City Council** - Meeting was conducted via teleconference, due to the State of Emergency issued by Governor Brian Kemp on March 13, 2020 concerning the Coronavirus disease (COVID-19). O.C.G.A. §50-14-1(g) allows cities to conduct a meeting via teleconference, without a requirement of having a quorum present in person, when “necessitated by emergency conditions,”.

**Presiding:** Mayor Randy Toms

**City Officials Via Teleconference:**

Councilman Daron Lee  
Councilman Charlie Bibb  
Councilman Keith Lauritsen

Councilman Kevin Lashley  
Councilman Clifford Holmes  
Councilman Larry Curtis

**Opening Prayer:** Councilman Curtis

**Pledge of Allegiance:** Councilman Holmes

**Call to Order:** 5:30 p.m.

**Adoption of the Agenda:** Councilman Lauritsen moved to adopt the agenda with the removal of action items 13 and 14. Councilman Holmes seconds the motion. Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for adoption of the agenda.

**Action Items:**

Action Item	Presentation of Minutes
The minutes of the regular meeting of March 02, 2020 were presented for approval.	
<b>Motion:</b>	Councilman Lauritsen moved for the approval of the minutes for regular meeting of Monday, March 02, 2020.
<b>Second:</b>	Councilman Bibb
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item	Purchasing Coversheet
Purchasing Bid List items, attached hereto, were presented for approval.	
<b>Motion:</b>	Councilman Bibb presented and moved for the approval of the Purchasing Bid Coversheet. Items one through six.
<b>Second:</b>	Councilman Holmes
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 3	Ordinance – Rescind Ordinance #: 32-16 for Motor Vehicle Rental Tax – 2 <sup>nd</sup> Read
<p>Ordinance #: 07-20 of the Mayor and Council of the City of Warner Robins amend ordinance no. 32-16 and city code section 10-451 to provide that taxes collected from the rental of motor vehicles in the City, pursuant to O.C.G.A. §48-13-90 et seq, shall be remitted into the City’s general fund. If any ordinance or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference. If any provisions of this ordinance are held invalid, such invalidity shall not affect any of the other provisions which can be given effect without the invalid provisions, and, to this end, the provisions of this ordinance are declared to be severable.</p>	
<b>Motion:</b>	Councilman Lashley presented the second reading on Ordinance #07-20, and moved for approval.
<b>Second:</b>	Councilman Lauritsen
<b>Outcome:</b>	Councilmen Lashley, Lauritsen Bibb and Mayor Toms voted for approval. Councilmen Lee, Holmes and Curtis opposed.

Action Item 4	Ordinance #08-20 : Employee Classification Plan Change
<p>Ordinance #08-20 of the Mayor and Council of the City of Warner Robins hereby create the position of Assistant Finance Director, Job Class #116, Grade 24, authorized strength of one (1), Administrative Services Department, and move Holly Gross into this position and reclassify the position of Chief Financial Officer, Job Class #114, Grade 24, Administrative Services Department, to Grade 26.</p>	
<b>Motion:</b>	Councilman Lee presented Ordinance #08-20, moved to waive the second reading and moved for approval of this Ordinance.
<b>Second:</b>	Councilman Holmes.
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 5	Ordinance #09-20: Annexation – LeClay, Inc. 2.95 Acres / Wrasling Way, East of S Houston Lake Road & West of Moran Drive. ♦ Zoning of C-2[County] to the zoning of C-2 [City]
<p>Ordinance #: 09-20 of the Mayor and Council of the City of Warner Robins, annexing Land Lot 189 of the 10th Land District of Houston County, Georgia, known and designated as Parcel 104, comprising 2.95 acres, according to a plat of survey entitled “Survey for LeClay, Inc.”, prepared by McDougald &amp; Associates, certified by James R. McDougald, Georgia Registered Land Surveyor No. 2702, dated November 15, 2002, a copy of which is of record in Map Book 60, Page 11, Clerk’s Office, Houston Superior Court. Said plat and the recorded copy thereof are hereby made a part of this description by reference thereto for all purposes.</p>	
<b>Motion:</b>	Councilman Curtis presented Ordinance #09-20, moved to waive the second reading and moved for approval of this Ordinance.
<b>Second:</b>	Councilman Holmes
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

<b>Action Item 6</b>	<b>Ordinance #10-20: Annexation – JTS Realty Investments, LLC. / 9.93 Acres / East &amp; West side of Butten Drive, North of Hwy 96 and South of Chilton Place</b> ♦ Zoning of C-2[County] to the zoning of C-2 [City]
<p>Ordinance #: 10-20 of the Mayor and Council of the City of Warner Robins, annexing Land Lot 189 of the 10<sup>th</sup> Land District of Houston County, Georgia, known and designated as Parcel 77D-209, comprising 4.62 acres, according to a plat of survey entitled “Boundary Survey for LeClay, Inc.”, prepared by McDougald &amp; Associates, certified by James R. McDougald, Georgia Registered Land Surveyor No. 2702, dated November 15, 2002, a copy of which is of record in Map Book 60, Page 11, Clerk’s Office, Houston Superior Court. Said plat and the recorded copy thereof are hereby made a part of this description by reference thereto for all purposes.</p> <p><u>LESS AND EXCEPT:</u> All that tract or parcel of land situate, lying and being in Land Lot 189 of the Tenth (10<sup>th</sup>) Land District of Houston County, Georgia, comprising of 0.69-acre tract of land being more particularly shown on a survey for “CrossFit Wartown”, prepared by McLeod Surveying, dated January 23, 2018, a copy of said plat being of record in Plat Book 79, Page 314, Clerk’s Office, Houston Superior Court. Said plat and the recorded copy thereof are hereby made a part of this description by reference thereto for all purposes.</p> <p><u>LESS AND EXCEPT:</u> All that tract or parcel of land situate, lying and being in Land Lot 189 of the Tenth (10<sup>th</sup>) Land District of Houston County, Georgia, comprising of 1.299 acres and having such shapes, metes, bounds, courses and distances as are shown on a plat of survey prepared by John W. Wilkes, Registered Land Surveyor No. 2738, dated December 14, 2018 and recorded in Plat Book 80, Page 299, <i>Clerk’s Office</i>, Houston Superior Court. Said plat of survey and the recorded copy thereof are hereby made a part of this description by reference thereto for all purposes.</p> <p>All that tract or parcel of land situate, lying and being in Land Lot 189 of the 10<sup>th</sup> Land District of Houston County, Georgia, known and designated as Parcel 77-5, comprising 6.61 acres, according to a plat of survey entitled “Boundary Survey for LeClay, Inc.”, prepared by McDougald &amp; Associates, certified by James R. McDougald, Georgia Registered Land Surveyor No. 2702, dated January 26, 2006, a copy of which is of record in Map Book 66, Page 124, Clerk’s Office, Houston Superior Court. Said plat and the recorded copy thereof are hereby made a part of this description by reference thereto for all purposes.</p>	
<b>Motion:</b>	Councilman Bibb presented Ordinance #10-20, moved to waive the second reading and moved for approval of this Ordinance.
<b>Second:</b>	Councilman Lauritsen
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

<b>Action Item 7</b>	<b>Rezoning Petition – Second Baptist Church requests for rezoning 104.883 acres / Hwy 96, South of Cartwright Road</b>
<p>The City of Warner Robins requests the rezoning of property located at Hwy 96, South of Cartwright Road totaling 104.883 acres of land from the zoning of R-2[Single Family Residential], R-3[General Residential], and R-4[Multi-Family Residential] to the zoning of C-2[General Commercial]</p>	
<b>Motion:</b>	Councilman Holmes moved for approval of this motion.
<b>Second:</b>	Councilman Bibb.
<b>Outcome:</b>	Councilmen Lee, Bibb, Lashley, Holmes and Curtis voted for approval. Lauritsen abstained.

**Action Item 8****Motion – Home Occupation Permits**

The following Home Occupation Permits are recommended for approval by the Planning and Zoning Board:

- ◆ **Meirav Swissa** – 1300 Moody Road – Requests permission to operate a cosmetics and jewelry sales business as a home occupation.
- ◆ **Mohamed Museitef** – 219 Stacy Lane – requests permission to operate an online retail business as a home occupation.
- ◆ **Samuel L. Williams, Jr.** – 121 Landings Drive – requests permission to operate a handy man business as a home occupation.
- ◆ **Glywin Cha-Tom** – 106 Blair Street – requests permission to operate a camera sales and installation business as a home occupation.
- ◆ **Maureen R. Walker** – 206 Garden Court – requests permission to operate a jewelry sales business as a home occupation.
- ◆ **Susan Horne** – 110 Kestral Way – requests permission to operate a jewelry sales business as a home occupation.
- ◆ **Ashonda Jackson** – 121 Maryjay Drive – requests permission to operate a cleaning business as a home occupation.
- ◆ **Maria Elizabeth Hernandez** – 208 Ledford Way – requests permission to operate a cleaning business as a home occupation.
- ◆ **Patricia Mathis** – 200 Royal Arbor Court – requests permission to operate a homecare business as a home occupation.
- ◆ **Dianne Trueblood** – 51 Cohen Walker Drive, Apt. 1905 – requests permission to operate a geriatric homecare business as a home occupation.
- ◆ **Emily Smith** – 415 Erin Way – requests permission to operate a bookkeeping and tax services business as a home occupation.
- ◆ **Gloria Vanegas** – 502 Arrowhead Trail – requests permission to operate a buying, selling and renovating of homes business as a home occupation.
- ◆ **Areulior Thompson** – 104 Verandah Court – requests permission to operate an online fitness business as a home occupation.
- ◆ **Ashley N. Lawson** – 100 Camellia Circle – requests permission to operate an online retail business as a home occupation.

<b>Motion:</b>	Councilman Lauritsen moved for approval of these Home Occupation Permits
<b>Second:</b>	Councilman Lashley.
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 9	Resolution – Peach County / MOU
A Resolution of the Mayor and Council of the City of Warner Robins hereby authorizes Mayor Randy Toms to execute a Memorandum of Understanding with The Peach County Board of Commissioners outlining Peach County’s portion of funding for Buc-ee’s, Ltd project.	
<b>Motion:</b>	Councilman Lashley moved for the approval of the this Resolution.
<b>Second:</b>	Councilman Holmes .
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 10	Resolution – To Rescind Land Lease Agreement
A Resolution of the Mayor and Council of the City of Warner Robins authorize Mayor Randy Toms to execute the attached Development Agreement by and among the City of Warner Robins, Georgia, The Development Authority of the City of Warner Robins, Georgia and Woda Cooper Development, Inc. pending the grant being lifted.”; and the “grant,” being a limitation of use related to the property known as Perkins Field and other recreation facilities, remains in place as of this date. That the Mayor and Council of the City of Warner Robins rescind the said August 5, 2019 resolution in its entirety.	
<b>Motion:</b>	Councilman Bibb moved for the approval of the this Resolution.
<b>Second:</b>	Councilman Lashley
<b>Outcome:</b>	Councilmen Lashley, Lauritsen, Bibb and Mayor Toms voted for approval. Councilmen Lee, Holmes and Curtis opposed.

Action Item 11	Resolution Employee Promotions
<p>The following employees were recommended for promotion by their respective department.</p> <ul style="list-style-type: none"> <li>◆ Riley Sims, promoted from Police Officer, Job Class #633, Grade 602, Police Department, to Detective, Job Class #630, Grade 603, Police Department, to be effective March 23, 2020.</li> <li>◆ Mark Helms, promoted from Heavy Equipment Operator, Job Class #459, Grade 12, Public Works Department, to Public Works Supervisor (ST), Job Class #470, Grade 17, Public Works Department, to be effective March 23, 2020.</li> <li>◆ William Rooks, promoted from Police Captain, Job Class #628, Grade 608, Police Department, to Assistant Police Chief, Job Class #603, Grade 609, Police Department, to be effective March 23, 2020.</li> <li>◆ Nathaniel Pomazal, promoted from Firefighter, Job Class #520, Grade 14, Fire Department, to Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to be effective March 23, 2020.</li> </ul>	
<b>Motion:</b>	Councilman Holmes moved for the approval of this Resolution.
<b>Second:</b>	Councilman Lashley
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Mayor Toms calls for a motion to temporarily close the regular meeting of Warner Robins Mayor and City Council on March 16, 2020 to hold a Public Facility Authority Meeting.

**Motion:** Councilman Lee moved to temporarily close the regular meeting.

**Second:** Councilman Bibb

**Outcome:** Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted to approve temporarily closing the regular meeting of Warner Robins Mayor and City Council.

**Mayor Toms official closed the Regular Meeting of Warner Robins Mayor and City Council at 6:38 p.m. to hold a Public Facility Authority Meeting.**

Mayor Toms calls for a motion to open the Public Facility Authority Meeting of March 16, 2020.

**Motion:** Councilman Lashley moved to open the Public Facility Authority Meeting.

**Second:** Councilman Bibb

**Outcome:** Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for the approval to open the meeting of the Public Facility Authority.

**Mayor Toms official opens the Public Facility Authority Meeting.**

**Called to order at 6:40 p.m.**

Action Item 1	Resolution - Financing Capital Projects and Refinancing of Existing Water and Sewer Projects
<p>A resolution to provide for the financing and/or refinancing of certain capital projects, in whole or in part; to prescribe, revise and collect rates, fees, tolls or charges for the services, facilities, or commodities furnished or made available by such financing and/or refinancing; and for other purposes of the Mayor and Council of the City of Warner Robins authorize, empower, and direct Mayor Randy Toms, City Clerk, Chief Financial Officer, City Attorney, and all other proper officers and agents of the City to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions and intent of this resolution. The final proposed financial structure relating to the Series 2020 Bonds, including the exact principal amount of the Series 2020 Bonds, and the payments to be made by the City shall be approved by a future resolution of Mayor and Council.to execute the</p>	
<b>Motion:</b>	Councilman Lashley moved for the approval of this Resolution.
<b>Second:</b>	Councilman Bibb
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Mayor Toms calls for a motion to close the Public Facility Authority Meeting on March 16, 2020.

**Motion:** Councilman Lauritsen moved to close the Public Facility Authority Meeting.

**Second:** Councilman Lashley

**Outcome:** Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval to close the Public Facility Authority Meeting.

**Meeting of the Public Facility Authority was adjourned at 6:42 p.m.**

Mayor Toms calls for a motion to reopen the regular meeting of the Warner Robins Mayor and City Council on March 16, 2020.

**Motion:** Councilman Lauritsen,

**Second:** Councilman Lashley

**Outcome:** Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval to reopen the regular meeting of Warner Robins Mayor & Council.

**Regular Meeting of Warner Robins Mayor and City Council was reopened at 6:44 p.m.**

Action Item 12	Resolution - Financing Capital Projects and Refinancing of Existing Water and Sewer Projects
<p>A resolution to provide for the financing and/or refinancing of certain capital projects, in whole or in part; to prescribe, revise and collect rates, fees, tolls or charges for the services, facilities, or commodities furnished or made available by such financing and/or refinancing; and for other purposes of the Mayor and Council of the City of Warner Robins authorize, empower, and direct Mayor Randy Toms, City Clerk, Chief Financial Officer, City Attorney, and all other proper officers and agents of the City to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions and intent of this resolution. The final proposed financial structure relating to the Series 2020 Bonds, including the exact principal amount of the Series 2020 Bonds, and the payments to be made by the City shall be approved by a future resolution of Mayor and Council.to execute the</p>	
<b>Motion:</b>	Councilman Lashley moved for the approval of this Resolution.
<b>Second:</b>	Councilman Bibb
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 15	Ordinance – Contagious Symptoms and Contagious conditions and Other Purposes
<p>Ordinance #: 11-20 of the Mayor and Council of the City of Warner Robins hereby adopt following ordinance: The City of Warner Robins strives to provide a safe and healthy workplace for all employees. This policy outlines our overall response to a pandemic flu outbreak or similar illness. This policy outlines specific steps the City takes to safeguard employees' health and well-being during a flu pandemic, or similar illness, while ensuring the City's ability to maintain essential operations and continue providing essential services to our citizens. In addition, it provides guidance on how we intend to respond to specific operational and human resource issues in the event of a pandemic.</p>	
<p><b>Contagious Symptoms and Contagious Condition</b></p>	
<p>Sick employees who report to work with Contagious Symptoms and/or a Contagious Condition, as those terms are defined in this Section, may significantly impact City operations due to the potential for spreading sickness, diminished productivity, and lack of quality or attention to safety. Employees must consider options and practices that will reduce the risk of contracting a contagious condition or passing on a contagious condition by observing healthy practices such as: receiving flu vaccinations,</p>	

covering their noses or mouths when coughing or sneezing, washing or sanitizing their hands, using sanitizers on common work areas, and other health practices that are designed to reduce infection and the spread of disease. Employees should also refrain from reporting to work with Contagious Symptoms and/or a Contagious Condition, so as not to spread a condition or disease. In the interest of maintaining a safe and healthy workplace, the City may require persons with Contagious Symptoms and/or a Contagious Condition not to report to work and/or may send employees with Contagious Symptoms and/or a Contagious Condition home.

(a) **Contagious Symptoms and/or Condition**

For purposes of this Section, Contagious Symptoms and/or a Contagious Condition exist when:

- (1) An employee exhibits influenza-related symptoms (e.g., fever, vomiting, diarrhea, headache, cough, sore throat, runny or stuffy nose, muscle aches) or other symptoms, described by a public health organization as indicative of other contagion, such as Coronavirus, SARS, swine flu, H1N1, etc.; and/or
- (2) An employee is diagnosed with an infectious/contagious condition (e.g., influenza, strep throat, tuberculosis, bacterial meningitis, mononucleosis, mumps, measles, rubella, chicken pox, etc.); or
- (3) An employee and/or family member/household member has recently traveled or plans to travel to a geographic area or has been subjected to a confined area, such as cruise ship or airplane, actively identified by a recognized health organization to present a high degree of contagion health risk or an area for which the Centers for Disease Control and Prevention (CDC) has issued a Level 2 or 3 travel advisory.

(b) **Workplace Requirements**

The City and its employees bear responsibility for a safe and productive workplace environment. Accordingly, an employee with Contagious Symptoms and/or a Contagious Condition:

- (1) Will not report to the workplace so as not to infect other employees or members of the public.
- (2) Will not report to the workplace until his/her symptoms have subsided. A health care provider's statement that an employee may return to work may be required during epidemics, pandemics, or similar situations during which enhanced precautions are warranted.
- (3) Will not report to the workplace after returning from, or after a family/household member has returned from, a geographic area or confined area recently identified by a recognized health organization to present a high degree of contagion health risk or an area for which the CDC has issued a Level 2 or 3 travel advisory. In such case, the employee cannot return to the workplace until completion of the incubation period as identified by a public health organization and until the employee has been cleared with a health care provider's statement that the employee may return to work. (Such statement must be submitted to Human Resources for approval as provided in subsection (d), below, in advance of returning to the workplace.)
- (4) May be sent home, with or without the opportunity to work from home, based on observations of symptoms of a Contagious Condition.

(c) **Absence Due to Contagious Symptoms or Conditions**

An employee who has been sent home by the City and/or has not reported to work due to Contagious Symptoms and/or a Contagious Condition, or who has been quarantined, will be required to use accrued Sick Leave or Annual Leave. If accrued paid leave is unavailable or exhausted, the employee will be recorded as absent with approved unpaid leave. In the event that an employee's absence pursuant to an approved unpaid

leave extends beyond five (5) days and/or an employee's absence pursuant to an approved unpaid leave becomes a recurring issue, and such absences are deemed to constitute an undue burden upon the City, the City may request that the employee provide a doctor's certification as to the employee's current condition. Ultimately, any prolonged absences will be addressed in compliance with all federal and state laws and regulations, including the ADA and the FMLA (where a serious health condition is involved).

The City may approve an employee to work from home or another private location while recuperating. Such approval is dependent upon consideration of factors, including the employee's position, the severity of the illness, and other safety and logistical considerations.

Any employee subject to absence due to Contagious Symptoms or a Contagious Condition must contact Human Resources to determine if the employee and medical condition qualifies for Family Medical Leave. In such case, the policy covering Family Medical Leave Act shall apply.

**(d) Return to Work from Contagious Symptoms or Contagious Condition**

A health care provider's statement that the Contagious Symptom or Contagious Condition that the employee experienced has been cleared and the employee may return to work without risk to other employees may be required during epidemics, pandemics, or similar situations during which enhanced precautions are warranted. The written statement must be submitted electronically to Human Resources, which shall review and must approve the release before the employee may return to work. An employee failing to provide a written return to work authorization prior to reporting to work will be immediately sent home and may be subject to disciplinary action for failure to comply with this requirement.

**(e) Compliance**

Due to the seriousness of the ramifications of non-compliance, any violation of the policy as set forth will subject the employee to disciplinary action, up to and including, termination.

This Section will be administered in accordance with all federal and state laws and regulations, including the ADA and the FMLA (where a serious health condition is involved).

**(f) Scope of Policy**

This section applies to all employees, volunteers, interns, and any other individuals performing services on the City's behalf, whether paid or unpaid.

<b>Motion:</b>	Councilman Bibb presented Ordinance #11-20, moved to waive the second reading and moved for approval of this Ordinance.
<b>Second:</b>	Councilman Holmes
<b>Outcome:</b>	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

**Adjournment:** 6:56 p.m.

**Next Regular Council Meeting:** Monday, April 06, 2020

  
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 Kim A. Demoenie  
 Acting City Clerk