

July 14, 2025

The Eastman City Council met in a regularly scheduled meeting on the above date at 6:00 p.m. The following members were present: Sebrina Williams, Graham Snyder, Mark Peacock, Debra Sheffield, and Dwayne Burney. Others present were City Attorney Rita Llop, City Manager Spencer Barron, Police Chief Billy Cooper, Fire Chief Derl Maxwell, City Clerk April Sheffield, City Inspector Jack White, and Assistant City Manager Dayna Winslette. Department Heads Wynnon Pittman, Rodney Harrell, Matt McDaniel, Gerald Fordham, Maya Clark, and Brandon Brisco were also in attendance. Employee Parker Gay and Downtown Development members Andrea McCranie, Paula McCain, and Loraine and Ellery Aguayo were also present. Those present from the community were Mitchell and Susan Coffee and EM Harrington III.

The meeting was called to order by Councilor Snyder.

The invocation was given by Councilor Burney.

Pledge of Allegiance.

APPROVAL OF AGENDA:

The agenda was unanimously amended on a motion from Councilor Burney and seconded by Councilor Sheffield. The newly amended agenda was then approved on a motion from Councilor Williams and seconded by Councilor Peacock. The agenda was amended to add #8 DDA property swap, #9 Outdoor pickle court discussion, #10 MOU between the Club and the City of Eastman. Legal matters were added to the executive session and moved up between items # 5 & 6.

APPROVAL OF MINUTES:

On a motion from Councilor Peacock and seconded by Councilor Sheffield, the minutes from the June 26, 2025, regular meeting were unanimously approved.

NO UNFINISHED BUSINESS:

NEW BUSINESS:

MONTHLY FIRE DEPT REPORT:

Chief Maxwell came forth to deliver the fire report for the month of June 2025. There were a total of 142 calls for the month. One non-working structure fire in the county. One other fire-related call in the county. There were 104 medical-related calls, with 87 in the city and 17 in the county. There were 10 motor vehicle accidents, 6 in the city and 4 in the county. Twenty-six public service calls (alarms, smoke, trees) with 24 in the city and 2 in the county.

MONTHLY POLICE DEPT REPORT:

Chief Cooper presented the monthly report for the police department. They used 980 gallons of fuel in the month of June 2025 to patrol 10,812 miles. They answered 654 calls, worked 18 traffic accidents, and made 264 arrests/citations. A total of \$24,467.06 was collected in cash bonds and fines. There was a total of 33 days in jail. Chief adds that both of the new Durangos are on the road now. The new tag reader was put into service 6 days ago on Officer Josh King's patrol vehicle. The purpose of the tag reader is to identify those with no insurance, suspended, expired tags, outstanding warrants, etc.

MONTHLY DEPARTMENT HEAD REPORTS:

Jack White came forward to present his report on Permitting for the month of June 2025. Two building permits were issued at a total of \$593.80. There were 3 electrical inspections issued for a total of \$150 last month. He stated that 900 feet of sidewalks were installed on Pearl Bates Avenue from Creighton Street to the middle school drive. Three sets of crosswalks were installed around the high school along with full lighting and signs. All of this was paid for by a grant that Dayna had secured. Councilor Snyder pointed out that this will go a long way in

helping to protect the students in that area. Jack stated that future plans are to continue all the way up to Oak Street. The sidewalk on Legion Drive, in front of Lee's Fried Chicken, was also completed.

Matt McDaniel came forward for the month of June treatment plant report. The amount of treated water that was released into Sugar Creek was 20,420,000 gallons. That calculates to 0.681 MGD. Water usage at the plant was a total of 634,000 gallons. They spent 577 hours this past month with a breakdown as follows: cleaning clarifiers and filters 42, lab and sampling 110, belt press and sludge 60, lift station and well repair 62, lawn maintenance 45, plant maintenance 95, routine rounds 65, education and training 6, management duties 24, plant operation 106, and grease traps 4.

Matt thanks Wynnon and his crew for fixing the valve at the treatment plant last month. If they had hired it out, it would have cost probably \$40 – 50K. The VFD that was approved at the last meeting should be arriving this week.

Rodney Harrell gave an update about the wells for the month of June; the wells pumped 32,973,000 gallons of water. That averaged out to be 1.099 MGD.

The Legion Drive well is down right now. The soft start was struck by lightning. It will cost \$4800 to fix. The part has been ordered and should be here this week. The Walmart lift station is using a loaner pump right now. The original pump has been sent off for repair.

Wynnon Pittman came forward to give the water distribution information for the month of June. The water department had 282 work orders last month. The breakdown was as follows: 80 water cut-ons, 77 water cut-offs, 6 water leak checks, 15 water leaks, 82 locates, set 1 new meter, 1 new item was GPS located, 1 meter was repaired, maintenance was performed on 4 meters for not reading properly, 1 meter inspection, conducted maintenance on 1 vehicle, cold patched one area at 9th Avenue and Forest Lake Road, only 9 sewer lines were cleaned out this month. They helped Brandon get 1 stormwater ditch cleaned out, took care of 1 catch basin cleaning along with an inspection of another one. They used 346 gallons of fuel.

KDUG has completed the pipe bursting in Bacon Heights. The next step is to pave and put down curb and gutter. They could possibly be done by the end of next week. They have done some impressive work.

Popco is almost done with Forest Lake Road and will soon start on 4th Avenue. That intersection will be closed for at least 3 days, maybe a week, while the work is being done. That area is about 26 feet deep and full of all of the utilities.

Brandon Brisco came forward to deliver the street department report. His department spent 5 hours on animal calls, 142 on curbs and gutters, 18 on cleaning ditches, 29 hours limb cutting, 255 mowing grass, 18 on potholes, unknown amount of time on trash pick-up, 134 on limb truck pick-up, and 34 hours on various other projects. There were no special events this past month. A total of 711 gallons of fuel were used.

Councilor Peacock thanks Brandon for being able to bring sandbags when called at the last minute. Councilor Snyder thanks him for taking care of the fallen tree at Woodlawn Cemetery so quickly.

Gerald Fordham came forward with his report as the city mechanic. In the last couple of weeks, he has recharged the A/C on the Ford Ranger. It has a leak, which he intends to go back and repair. He has fixed the broken A/C blower motor one of the water trucks and recharged the system. He fixed the A/C on water truck 14 by replacing the bad blower motor. He also repaired another A/C on one of the trucks. He fixed the alternator wire on one of the police department Crown Vics. He fixed the overheating problem on the backhoe. He replaced the radiator on Rodney's Chevy truck. And lastly, he replaced the door on one of the street trucks.

As the limb/leaf driver, he issued 5 violations this past month concerning mixed and/or oversized piles.

As far as blight, he has developed an inspection report to use to be able to move forward.

FRANK ERWIN, 2024 AUDIT:

Frank was unable to be there, so Manager Barron delivered the information concerning the 2024 audit. Overall, it was a good, clean audit. There was no evidence of theft or misappropriation of funds. There were 2 findings. One was the segregation of duties. According to Frank, there is not enough segregation of duties between those that

take a cash payment, open the mail, do the deposit, or take it to the bank. Essentially, there are not enough staff for one person to do only one task. It is not a major issue but something we would like to work on changing in the future. The other is the federal award finding. Non-federal entities must have and use documented procurement procedures with state, local, and tribal law. The city does not have a written procedure for federal awards and subawards. Barron has already reached out to some other cities for examples of their manuals. The new hire, Sherri Tindall, is already working on an operations manual and they are also working on an updated personnel manual. Things are in the process, but they will take some time. There were a couple of minor points such as POs without the proper date. Councilor Snyder pointed out that there was a positive balance at the end of the year. Barron states that cash-wise, the city is doing better than in past years. He thanks the citizens and residents of Eastman for hanging in a paying the fees and taxes to help move forward. **The 2024 Audit was unanimously approved on a motion from Councilor Burney and seconded by Councilor Peacock.**

APPROVE BILLS:

On a motion from Councilor Williams and seconded by Councilor Burney, the bills for June 27 – July 14, 2025, were unanimously approved.

SUNSET CHURCH OF GOD ROAD CLOSURE:

Manager Barron presents their request. On July 26th, the church plans on having an event and would like to have permission to close the part of Livingston between the Sunset Church and Sunset Park. They have not completely finalized their plans yet but hope to do some sort of Back-to-School event with some backpacks and school supplies. They have not determined which of those locations that they plan to use but are concerned with the traffic coming around the curve there near the park. This will take place during daylight hours. Spence, Chief Cooper, and Brandon will get together once plans are finalized and determine exactly where needs to be blocked off. **The Council unanimously approved this closure on a motion from Councilor Peacock and seconded by Councilor Sheffield.**

EXECUTIVE SESSION:

The Council went into executive session to discuss property, personnel, and legal matters on a motion from Councilor Sheffield and seconded by Councilor Williams.

Upon exiting the executive session, Councilor Peacock made the motion with a second from Councilor Burney to enter back into regular session.

WETLAND CONTRACT:

This contract is to delineate the waterways on the property that the city is looking at possibly purchasing. It will map all of the federal and state wetlands as defined by regulations. Attorney Llop states that this would be a good move before making the final decision to purchase that property. BJ Hartley is present to discuss. He says that any property that has wetlands on it and you would like to be able to use the property, this is the appropriate course of action. This would ensure compatibility with anything that the Army Corps of Engineers have in place. The company is Environmental Delineations LLC out of Dublin and owned by Kevin L. Smith who is the Soil Scientist and Investigator for the GA Dept of Public Health. He should be able to complete the assessment in 2 weeks. **Councilor Peacock made a motion to approve. Councilor Burney made a second motion to approve and all approved.**

SCHEDULE WORK SESSION FOR INSURANCE RFQ:

A work session was scheduled for Wednesday, July 30th at 5 PM, on a motion from Councilor Sheffield and seconded by Councilor Williams.

DOWNTOWN DEVELOPMENT AUTHORITY PROPERTY SWAP:

Councilor Snyder states that the City of Eastman is willing to convey the AA Building and the Bus Shop and \$45,000 in cash to the DDA in exchange for the Wholesale Property. Also, as part of that agreement, the COE is willing to contribute SPLOST funds depending upon their budget to the DDA in accordance with detailed project plans from

the DDA for future projects. **This proposal was approved on a motion from Councilor Peacock and seconded by Councilor Burney.**

OUTDOOR PICKLEBALL COURTS:

With the decisions made to redo the outdoor tennis courts at the park and convert them to pickleball courts, there have been some concerns from the community about the cracks in the asphalt and such. Inspector White comes forward to ask about securing bids to cut half of the court up and repour cement to ensure it is a fresh new surface. Councilor Snyder asks about a time frame for the quotes. White states he will have them at the next meeting. It was decided that there was a need to run it in the paper for at least a week. **It was approved to move forward with soliciting for bids on the outdoor pickleball courts on a motion from Councilor Williams and a second from Councilor Peacock.**

MOU BETWEEN THE CLUB AND THE CITY OF EASTMAN:

Councilor Snyder proposes to rescind the 2021 MOU between the City of Eastman and the Dodge County Connection and Communities in Schools and adopt a new and more current MOU. It was approved to move forward on this new MOU on a motion from Councilor Burney and seconded by Councilor Peacock.

CITY MANAGER REPORT:

Manager Barron reports that the pickleball courts inside the gymnasium at the park are complete. He also announces the LEGO movie event that will take place at the park on the night of July 25th. Events will start at 7:30 PM with food truck, a petting zoo, etc. The movie will begin at 9 PM.

NO OTHER BUSINESS FROM COUNCIL:

ADJOURNMENT:

On a motion from Councilor Peacock and a second from Councilor Sheffield, the meeting was adjourned.

CHAIRMAN

CITY CLERK