

CITY OF JONESBORO  
**REGULAR COUNCIL MEETING**  
 MONDAY, DECEMBER 9, 2024 - 6:00 P.M.  
 CITY COUNCIL CHAMBERS  
 1859 CITY CENTER WAY, JONESBORO, GEORGIA 30236

## MINUTES

**I. CALLED TO ORDER:**

The meeting was called to order at 6:12 p.m. by Mayor Sartor.

**II. ROLL CALL:**

The roll was called by City Manager, Miller-Thornton.

Councilmember Lester joined the meeting at 6:36 p.m.

Attendee Name	Title	Status	Arrived
Donya L. Sartor	Mayor	Present	5:55 p.m.
Tracey Messick	Mayor Pro-Tem	Present	5:55 p.m.
Alfred A. Dixon	Councilmember	Present	5:55 p.m.
Don D. Dixon	Councilmember	Present	5:55 p.m.
Bobby Lester	Councilmember	Present	6:36 p.m.
Asjah Miller	Councilmember	Present	5:55 p.m.
Billy Powell	Councilmember	Present	5:55 p.m.
ChaQuias Miller-Thornton	City Manager	Present	5:55 p.m.
David Dreyer	City Attorney	Present	5:55 p.m.
Shandrella Jewett	Acting City Clerk	Present	5:55 p.m.
Audrey Dunlap	Assistant Police Chief	Present	5:55 p.m.

**III. INVOCATION:**

Mayor Sartor spoke regarding “The Power of Community”.

**IV. PLEDGE OF ALLEGIANCE:**

**V. ADOPTION OF AGENDA:**

1. Council to consider approval of the Agenda.

**RESULTS:**      **Approved**  
**MOVER:**        **Councilmember Miller**  
**SECONDER:**   **Councilmember D. Dixon**  
**AYES:**          **Vote was unanimous**  
**NAYS:**          **None**

**VI. MAYOR’S PRESENTATION**

1. Mayor’s DEI&B Community Learning Project

Mayor Sartor spoke regarding the following three (3) objectives:

Increased Awareness, Behavioral Change, and Cultural Transformation

- Diversity - Diversity of people and perspectives
- Equity – Strive for equity in our policies, practices, and positions
- Inclusion - Include people by the sharing of power, hearing our voices, and creating an organizational culture
- Belonging – Making sure everyone feel they are a part of the larger community

**VII. PRESENTATIONS:**

None

**VIII. PUBLIC COMMENT (PLEASE LIMIT COMMENTS TO THREE (3) MINUTES:**

- Barbara May – Thanked Councilmember A. Dixon for assisting her family with a special matter. Also, spoke regarding elementary students walking to school in the dark and cold/rainy weather.
- Jonesboro Youth City Government – Spoke regarding the upcoming Clean-up Day on December 14<sup>th</sup> and will be caroling. JYCC sung “Rocking Around the Christmas Tree”.
- Precious Patterson – Thanked Councilmember A. Dixon for helping her regarding a special situation.

**IX. MINUTES:**

1. Council to consider approval of the Minutes from September 16, 2024 Regular Council Meeting.

**RESULTS:**           **Approved to table until the next Council Meeting**  
**MOVER:**             **Councilmember A. Dixon**  
**SECONDER:**       **Councilmember Miller**  
**AYES:**              **Vote was unanimous**  
**NAYS:**              **None**

2. Council to consider approval of the Minutes from October 14, 2024 Regular Council Meeting.

**RESULTS:**           **Approved**  
**MOVER:**             **Mayor Sartor**  
**SECONDER:**       **Councilmember D. Dixon**  
**AYES:**              **Vote was unanimous**  
**NAYS:**              **None**

3. Council to consider approval of the Minutes from November 4, 2024 Work Session.

**RESULTS:**           **Approved**  
**MOVER:**             **Councilmember A. Dixon**  
**SECONDER:**       **Councilmember Miller**  
**AYES:**              **Vote was unanimous**  
**NAYS:**              **None**

4. Council to consider approval of the Minutes from November 11, 2024 Regular Council Meeting.

**RESULTS:**        **Approved**  
**MOVER:**         **Councilmember Miller**  
**SECONDER:**     **Mayor Pro-Tem Messick**  
**AYES:**           **Vote was unanimous**  
**NAYS:**           **None**

**X. ECONOMIC DEVELOPMENT REPORT:**

1. Economic Development Report by Andrew Simpson

Mr. Simpson provided a brief update and thanked Mayor, Council, Public Works, Police Department, DDA Board, and staff for their support throughout the year.

**XI. FINANCIAL REPORT:**

City Manager Miller-Thornton welcomed the new Finance Director, Cynthia Hammond and spoke regarding the following initiatives the City needs to undergo in the Finance Department.

- Completion of preparation and preliminary work papers for the 2023 Audit Report
- Reconciliation of Cash Pool and Fund Accounts (both General Fund and Special Revenue Account) for 2024
- Preparation of 2024 year-end closing

**XII. CONSENT AGENDA:**

1. Georgia First Responder PTSD Program
  - a. Consideration of Application and Participation Agreement
  - b. Resolution 2024-05 – A RESOLUTION TO BECOME A MEMBER OF THE GEORGIA LOCAL RISK MANAGEMENT AGENCY (GIRMA) AND PARTICIPATION IN ONE OR MORE OF GIRMA’S FUNDS.
  - c. Amended and Restated Intergovernmental Contract between Georgia Interlocal Risk Management Agency and the City of Jonesboro, GA
2. Proposal for IT Support & Consulting Services – Luminary Mediaworks - \$66,000.00
3. ADP, Inc. Guaranteed Price Agreement
4. FY2025 Council Meeting Calendar
5. FY2025 Employee Holiday Calendar

**RESULTS:**        **Approved Consent Agenda**  
**MOVER:**         **Councilmember Miller**  
**SECONDER:**     **Councilmember A. Dixon**  
**AYES:**           **Vote was unanimous**  
**NAYS:**           **None**

**XIII. OLD BUSINESS:**

1. Accounting Consultant Agreement between the City of Jonesboro and Lenox Forsythe CPA – Accounting and Financial Management Services – up to \$48,000.00 – Term to end April 30, 2025.

**RESULTS:**        **Approved**  
**MOVER:**         **Councilmember D. Dixon**  
**SECONDER:**    **Mayor Pro-Tem Messick**  
**AYES:**          **Vote was unanimous**  
**NAYS:**          **None**

2. Development Authority Board Appointments.
  - a. Resolution 2024-06 – A RESOLUTION APPOINTING DIRECTORS OF THE DOWNTOWN DEVELOPMENT AUTHORITY AND THE MAIN STREET ADVISORY BOARD FOR THE CITY OF JONESBORO, GA.
    - i. Sanita Fox. Term to Expire 09/12/2028
    - ii. Trina Kolawole. Term to Expire 09/12/2028
    - iii. Tammary Scott-Dowdell. Term to Expire 09/12/2028
    - iv. Karen Sullivan, Chairperson. Term to Expire 09/12/2028

**RESULTS:**        **Approved**  
**MOVER:**         **Councilmember Miller**  
**SECONDER:**    **Councilmember A. Dixon**  
**AYES:**          **Vote was unanimous**  
**NAYS:**          **None**

3. Consideration of Gloria Drive Public Works Facility Building and Site Improvements.
  - a. Presentation of Project Scope – Whitley Engineering – Mark Whitley, PE

Mr. Whitley spoke regarding the Public Works Facility and sitework. He stated, “we have gone through the bid process and ready to get the bid awarded then move on to construction.”

City Manager Miller-Thornton spoke regarding consideration of funding for the project. She asked Mayor and Council to extend the item until the next meeting so that Council will have an opportunity to determine the funding for the project.

Mayor Sartor asked Council if they are in favor of finding the appropriate funding for \$787,909.70. The Council agreed and no one opposed.

- b. Bid Award MRJ Commercial Contractors, Inc. - Low and Responsive Bidder - \$787,909.70.
    - c. Contract Award – Between the City of Jonesboro, Georgia and MRJ Commercial Contractors, Inc.

No votes were taken

4. Proposal for Landscape Maintenance.

- a. Presentation – Scope of Services – Scopes Facility Services – James Barber, Director of Business Development.
- b. Consideration of Proposal for Landscape Maintenance – Scopes Facility Services - \$48,000.00/annual

James Barber, Director of Business Development (Scope Facility Service) spoke regarding the maintenance service they provide to the City and the importance of landscaping. Services is provided on a weekly basis at Lee Street Park and Jonesboro City Center. Seasonal colors (flowers) are recommended twice per year (Spring and Summer) for an additional fee. The City would pay for the plants (depending on the square footage), and the installation would be included. Bail, pine straw, and mulch are not included.

**RESULTS: Motion to approve landscape maintenance was rescinded**  
**MOVER: Councilmember D. Dixon**  
**SECONDER: Councilmember Miller**  
**AYES: N/A**  
**NAYS: N/A**

The motion was rescinded by Councilmember D. Dixon.

Mayor Pro-Tem Messick asked if the contract was bided out. Mayor Sartor replied, “it was bided out when the previous person was here.” Mayor Pro-Tem asked Mr. Barber if he ever had a contract with the City. Mr. Barber replied, “no, we are on a month-to-month service.” Mayor Sartor stated, “ ‘if it pleases the Council, we can bid it out. And if we chose to bid it out, I would ask that we entertain a month-to-month service so there is no lapse in service.’ ” Mayor and Council further spoke regarding policy as it relates to an RFP vs. a contractual agreement being above a certain threshold that would come before Council. Mayor stated there is no policy regarding RFP’s.

Mayor Pro-Tem Messick asked Councilmember D. Dixon if he could rescind the motion to reflect the month-to-month service until the City has an opportunity to issue an RFP.

**RESULTS: Approved (month-to-month basis until an RFP can be issued)**  
**MOVER: Mayor Pro-Tem Messick**  
**SECONDER: Councilmember D. Dixon**  
**AYES: Vote was unanimous**  
**NAYS: None**

5. Health Benefits Plan Renewal 2025.

City Manager Miller-Thornton led the discussion. She advised Mayor and Council that Open Enrollment started today. The City Attorney reviewed information that was received from the Compliance Representative and agreed the City should potentially reconsider the decision for the reduction in coverage for any new employees beyond January 1, 2025.

Mayor Sartor and City Attorney Dreyer spoke regarding the subject of being grandfathered in vs. working with the broker and the carrier to implement a plan that would reduce the benefits over time with adequate notice to staff.

The two options were:

- Continue the percentage for everybody (including any new employees in 2025).
- Get with the broker and carrier to implement an incremental reduction in City obligations over time.

At this time, Mayor Pro-Tem Messick spoke regarding elected official (for the City of Jonesboro) not being able to participate in the plans. She stated, “for the record, when I saw the last enrollment, there was an elected official’s name on there.” She asked City Attorney Dryer for clarity by saying, “elected officials are not allowed to participate in Benefits Programs, correct? Mayor Sartor said, “no, that’s incorrect.” Mayor Pro-Tem Messick said, “Council had voted on this a year ago that elected officials would not participate.” Mayor Sartor replied by stating, “Council is not allowed and for the record, the Mayor is covered under the Health Insurance Policy as of June 2024. Mayor Sartor further stated, “because I am listed as the Chief Executive Officer for the City, there is no part-time/full-time designation.” Mayor Pro-Tem Messick requested City Attorney Dreyer to do an investigation into the legality of the matter. Mayor Sartor told the City Attorney to pursue whatever is necessary so that Mayor Pro-Tem is satisfied.

Councilmember Miller recommended the City continue with what it has in place (regarding what was budgeted) and discuss with the insurance carrier about rolling it back throughout the year, so it won’t be a shock to staff.

**RESULTS:**        **Approved (Continue with what the City has in place and discuss with insurance carrier about rolling it back throughout the year)**  
**MOVER:**         **Councilmember Miller**  
**SECONDER:**    **Councilmember A. Dixon**  
**AYES:**          **Vote was unanimous**  
**NAYS:**          **None**

6. Consideration of City of Jonesboro revised Organizational Chart.

City Manager Miller-Thornton led the discussion and stated each color represented a salary class and hierarchy.

**RESULTS:**        **Approved**  
**MOVER:**         **Councilmember Miller**  
**SECONDER:**    **Councilmember A. Dixon**  
**AYES:**          **Vote was unanimous**  
**NAYS:**          **None**

7. FY2025 City of Jonesboro Budget.

a. Budget Adoption Schedule

City Manager Miller-Thornton said Council cannot have a hearing and a meeting on the same day. Therefore, there will be a Special Called Meeting.

b. Budget Analysis

Mayor Sartor revisited the matter regarding the County running the election for \$11,400.00 and the City Center would be a prescient.

Councilmember Miller recommended to Council for City Manager Miller-Thornton to get IGA (Intergovernmental Agreement) language so it can be presented to Council. Council agreed.

- c. Ordinance 2024-10 – AN ORDINANCE OF THE MAYOR AND COUNCL OF THE CITY OF JONESBORO, GEORGIA TO ADOPT THE FISCAL YEAR 2025 BUDGET FOR EACH FUND OF THE CITY OF JONESBORO – First Read

Councilmember Miller read Ordinance 2024-10 (First Read).

#### **XIV. NEW BUSINESS:**

1. Property, Casualty and Workers Compensation Insurance Renewal for 2025.

Carson Saville, Vice President of Saville Public Entity led the discussion and provided an update regarding claims.

He said claims are slowly tapering down. The City had a very good year and the bulk of the losses are spread out in auto (law enforcement). He recommended approval of the below proposals.

- a. 2025-26 Travelers Coverage Summary
- b. Jonesboro 2025 Greenwich Law Enforcement Liability Proposal
- c. Jonesboro 2025 Greenwich POL-EPL Proposal
- d. Jonesboro 2025 NFL Workers Compensation Proposal

**RESULTS:**           **Approved**  
**MOVER:**           **Councilmember A. Dixon**  
**SECONDER:**       **Councilmember Miller**  
**AYES:**           **Vote was unanimous**  
**NAYS:**           **None**

#### **XV. REPORT OF CITY COUNCILMEMBERS:**

##### **Comments by Councilmember D. Dixon:**

- Thanked everyone for coming to the meeting
- Wished everyone a Merry Christmas

##### **Comments by Mayor Pro-Tem Messick:**

- Thanked everyone for coming to the meeting
- Spoke regarding families in need for the holiday
- Wished everyone a Merry Christmas

##### **Comments by Councilmember Powell:**

- Wished everyone a Merry Christmas

##### **Comments by Councilmember Miller:**

- Thanked everyone who came and stayed for the meeting
- Thanked staff for everything they do for the City
- Thanked Jonesboro Youth City Government for the beautiful Christmas Carole they sung
- Cookies, Cupcakes, and Cocoa Give Away and families in need for the holiday
- Wished everyone a happy holiday

**Comments by Councilmember Lester:**

- Wished everyone a safe holiday and a merry Christmas

**Comments by Councilmember A. Dixon:**

- Thanked Mayor and Council for pouring into the youth
- Thanked the community for attending the Council Meeting in-person and online
- 12/14/24 - Christmas Clean-up Day on Dixon and Lee Street
- 12/16/24 – JYCG meeting at 6:00 p.m. at City Hall

**XVI. REPORT OF MAYOR/CITY MANAGER:**

**Comments by Mayor Sartor:**

- Spoke regarding a resolution for City Manager Miller-Thornton to be done in January 2025
- Christmas Tree Lighting was a successful event
- Jonesboro High School Band performed in the Macy’s Thanksgiving Day Parade – Awesome job!
- Jonesboro High School Band will be performing in London next year
- Jonesboro High School Band will be performing in New Orleans during the half-time game
- 12/13/24 - Jonesboro High School Band will be one of two bands selected by ESPN Nationwide as Band of the Year
- 12/20/24 Food Drive
- Senator Gail Davenport’s mother passed on 12/05/24 – Funeral arrangements are 12/13/24 and the viewing will be held at the Watkins Funeral Home
- Hellen Meadow (member of the Downtown Development Authority) brother name Jim Meadow passed away over the weekend
- Wished everyone a happy holiday

**Comments by City Manager Miller-Thornton:**

- Today marks 90 days of being employed with the City of Jonesboro
- Working on policy amendments centered around the personnel policy
- Organizational Structure
- Thanked Mayor, Council, Staff, and Citizens of Jonesboro for the opportunity to serve

**XVII. OTHER BUSINESS:**

1. Executive Session - For the purpose of potential litigation and personnel matters.  
None
2. Consider any action(s) if necessary, based on decision(s) made in the Executive Session.

**XVIII. ADJOURNMENT:**

The meeting was adjourned at 7:48 P.M.

**RESULTS:**           **Approved**  
**MOVER:**           **Councilmember Powell**  
**SECONDER:**       **Councilmember D. Dixon**  
**AYES:**           **Vote was unanimous**  
**NAYS:**           **None**

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Dr. Donya L. Sartor, Mayor

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ChaQuias Miller-Thornton, Acting City Clerk