



CITY OF FOREST PARK
MAYOR & COUNCIL
REGULAR MEETING MINUTES
APRIL 20, 2020 6:00 P.M.

Call to Order:

The Regular Meeting of Mayor and Council of April 20, 2020 was called to order by Mayor Angelyne Butler at 6:01 p.m.

Invocation:

The Invocation was given by Interim City Manager, Chief Clark followed by the Pledge of Allegiance to the American Flag.

Present:

Mayor Angelyne Butler
Councilmembers: Kimberly James, Hector Gutierrez, Latresa Wells and Allan Mears

Councilman Dabouze Antoine was present via telephone.

Also present were Interim City Manager Nathaniel Clark, Support Services Director/City Clerk Shalonda Brown and City Attorney Michael Williams

Directors came in person to give department updates and were not present for the entire meeting.

Planning Building and Zoning Director James Shelby, Public Works Director Jeff Eady, Deputy Chief Antonio Fletcher, Economic Development Director Bruce Abraham, Recreation and Leisure Director Tarik Maxwell and Interim Fire Chief Robert Brackett

Approval of Minutes:

Councilwoman James made a motion to approve the Regular Meeting minutes of April 6, 2020. It was seconded by Councilwoman Wells. Voting for the motion was unanimous.

City Manager's Report:

Interim City Manager Chief Clark stated before he goes into his report, he would allow the department heads to each give an update on their departments.



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Mr. Bruce Abraham – stated that he along with his assistant Danita were still conducting business as usual. A lot of the work could be done from home, however some days they were actually in the office. He stated they were conducting meetings via Zoom and conference calls. They are practicing social distancing and wearing PPE.

Mr. James Shelby – stated his staff has continued to issue permits and other duties to assure the citizens were receiving services. He stated the calls were being answered at all times. He stated they are currently working on an RFP that he submitted to be posted. He stated they have PPE and are social distancing. He stated he is making sure the Code Enforcement Officers are being extremely careful. Overall, they are trying to make sure the issuance of permits has not been delayed.

Mr. Tarik Maxwell – stated his staff is different because they interact with the public. He stated he has been answering all the calls for the department. Since Staff has been back in the office, they have been doing things like cleaning up around the recreation center, processing refunds for activities that were cancelled. They are social distancing and have PPE

Mr. Jeff Eady – stated during the pandemic he had an employee that was set up at home to answer sanitation calls. She came in the office approximately once a week to do billing. He stated the other administrative staff member came in to do payroll & pay departmental bills. He stated he had staff still working in the fleet department, he had staff still attending to solid waste issues. He stated staff that does the yards, etc. have been off work because they were not considered essential. He stated they are doing the best they can do with the resources



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they have. They are social distancing and have PPE.

Deputy Chief Fletcher – stated the Police Department is a little different because they are essential employees. Administrative (Civilian staff) comes in as needed for payroll functions or to pay departmental bills. When officers are called out, they are practicing not to go in homes etc. and if they absolutely have to go in, they are wearing masks and gloves. They have been provided PPE.

Interim Fire Chief Brackett – stated they are essential employees as well. He stated they check the staff for COVID-19 related symptoms before their shifts and after their shifts. He stated they are trying to assure the safety of the employees since they are mainly called out to respond. He stated there were a couple staff members that were exposed however, they were tested and came back negative. But the guidelines were followed. Administrative staff came in to do payroll. They do have PPE.

Ms. Shalonda Brown – stated during this COVID-19 Pandemic the support services supervisor was there every day and once staff member came in as needed (for approximately 3 days). Responded to emails from vendors, staff and made sure all calls were answered. The department is practicing social distancing, using hand sanitizer and has PPE.

City Manager's Office – Staff was rotated in to work on invoices, grants etc. When possible, they were allowed to work from home. Meetings were conducted via zoom and participated in conference calls. City Manager and City Clerk worked each day. PPE has been given to employees and they have been social distancing. The City Manager worked with the PIO to make



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sure information was sent out to the public, staff and guests regarding updates on this pandemic such as:

- Code Red alerts
 - Utilizing Social Media, newspapers and televisions to inform citizens
 - Attended neighborhood watch meetings hosted by Councilwoman James
 - Been guests on radio shows speaking on safety
 - Participated on various conference calls to include: The White House, Governor's Office and County & Municipal Officials
- Flyers have been passed out throughout the community

COVID-19 Update:

Mayor Butler stated no matter what the Governor puts in place nor individual cities it is up to us to keep ourselves and our loved ones safe. She stated once Dr. Augustine is connected, he will give a COVID-19 update.

**Resolution Adopting
GMA 5 Ethics Principals:**

A request was made to consider the adoption of Georgia Municipal Association's 5 Ethics Principals.

City Attorney Mike Williams stated agenda items 3 and 4 go together. There are 2 requirements in order to become a city of ethics. You have to adopt the Resolution of 5 Ethics Principals and adopt an Ethics Ordinance that meets the requirements of GMA standards.

Councilwoman James made a motion to adopt the Resolution. It was seconded by Councilman Mears.

Councilman Gutierrez asked was this Resolution retrieved from GMA. Mr. Williams stated yes.

Voting for the motion were: Councilwoman James, Councilman Gutierrez and Councilman



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Mears. Voting against the motion were:
Councilman Antoine and Councilwoman Wells.
The motion passed.

**Revision of Ethics
Ordinance:**

A request was made to consider the revision of
City's Ethics Ordinance to bring it in line with
the GMA Model Ethics Ordinance.

Councilwoman James made a motion to adopt
the Ordinance. It was seconded by Councilman
Mears.

Councilwoman James stated this is something
that was discussed at the retreat.

Voting for the motion was unanimous. The
motion passed.

**Code of Conduct for
the City of Forest Park:**

A request was made to adopt a code of conduct
for the City of Forest Park.

Councilwoman Wells made a motion to adopt
Option A which establishes the Code of Conduct
as an aspirational policy. It was seconded by
Councilman Gutierrez.

Councilwoman James stated Option B would be
a better option because it allows the governing
body to be accountable. She stated if you want
to enact change you have to have consequences
for your actions.

Voting for the motion were: Councilwoman
Wells, Councilman Antoine and Councilman
Gutierrez. Voting against the motion were:
Councilwoman James and Councilman Mears.
The motion passed.

Councilman Gutierrez stated the sense of
accountable is something that can still be done.
He stated he doesn't see why we still can't hold
ourselves accountable. He spoke with the City



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Attorney and things like this lead to people picking on the small things wasting time and the city's money. He stated he is all about accountability. With reading it he stated he feels it will lead to more pettiness and division amongst the governing body.

City Attorney Mike Williams stated to the Mayor that there is a legal matter that the staff would like to present to the council for extension of the moratorium that was adopted for certain businesses that has expired and needs to be extended. There is a draft ordinance that will be presented at a planning commission meeting on May 7th meeting. If adopted by Mayor and Council, the moratorium will be in place for another 30-60 days. He stated a motion would be in order to extend the moratorium.

Councilwoman James made a motion to amend the agenda to allow for the extension of the moratorium. Mr. Williams stated the agenda doesn't have to be amended because this is a legal matter. Councilman Mears made a motion to extend the moratorium. It was seconded by Councilwoman James. Voting for the motion was unanimous.

Update by Dr. Augustine:

Mayor Butler thanked Dr. Augustine for being apart of the meeting to give his prospective on COVID-19. Dr. Augustine stated the coronavirus is still accelerating in Georgia unfortunately. The key aspects now are being able to provide social distancing to prevent it from spreading, setup for better testing so you will know who needs to be quarantined and isolated and then the next big area would be vaccinations. The State is spending time and money to setup so we can have a very widespread and well utilized system for testing people to see who is still ill, who is at risk of becoming ill and how to prevent further



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outbreaks from occurring within the State. To date, we have been having to shelter at home, so he is not in person to discuss this because he is doing the same thing. The Sheltering has really reduced the number of people that are being ill and the fatality count. He stated it has stretched, but not broken the healthcare system in the GA area. In Albany they have had a situation very similar to New York City in stretching the healthcare system beyond its capabilities. We don't know if there would be another impact of coronavirus during the fall. He stated what is being built now is more PPE, a system for testing people and let the rest of the people get back to business. The only thing that could be done from a public health prospective is to ask people to stay away from each other to reduce the spread. The City staff has been aggressive as they can by training people and have done everything they could to find the PPE that we need to protect us and the citizens. He stated he would be happy to answer any questions at this time.

Councilman Gutierrez with the recent comments from the Governor, is there recent data that he reads than the different information that is disbursed, because you're saying right now it is worsening yet businesses are being opened back up as if it's getting better. Dr. Augustine stated he is looking thru the lens of the healthcare system. He stated in the Atlanta Region we seem to be reaching a peak in where we may think about a return to normal. That is actually a statement that came out today from the CDC that posted a document called "Opening America" what it will take to open back up America.

Mayor Butler stated she has been hearing about the peak. She asked Dr. Augustine could he elaborate on the peak. With more testing being



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available that mean more people are able to be diagnosed, but the peak is just like the numbers will increase but just at a lower rate than it currently is. She asked is that a good way to describe it. Dr. Augustine stated what he would categorize as peak would be how many people are hospitalized and how many people are dying because those are the two most important manifestations of it. A lot more testing is being done and they expect to see the number of positive cases to increase.

Mayor Butler asked what the timeframe for vaccinations is. Dr. Augustine stated there is no one scientifically that can give you a figure for that. The vaccinations process can take years. There are 2 important factors which are: Can you build a vaccination that is stable and allows people to have resistance and is it safe or have side effects. The coronavirus has been well known for many years and it is a stable molecule that they can build a specific vaccination against. They won't be able to tell us for some time is if it is safe or has side effects. He stated as we all know they have been building vaccinations for HIV, Herpes that have not been successful.

Councilwoman James asked is the disease a respiratory disease? Dr. Augustine stated it starts in the lungs and becomes a multi-system disease. Councilwoman James asked how is it spread? Dr. Augustine stated it comes from droplets coming from the nose and mouth. There is a little concern that the virus can lay on the surface and if you touch that surface you can pick up enough of the virus off of the surface that you can get sick from it. Most scientists don't believe that is a very effective way for the virus to be transmitted. The purpose of the masks is trapping the droplets from the nose and mouth if you cough and sneeze. It is



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droplet transmission and is the major way it gets transmitted from person to person.

Mayor Butler stated for clarification purposes could you define long term care facilities. He stated long term care facilities are building and people that have a responsibility for providing service for the people that live there. By living there, they are delivered services of that organization whether it's nursing services or medical care, etc. those are elements of a long-term care facility.

Executive Session:

Councilman Mears made a motion to recess the regular meeting and enter into Executive Session to discuss Personnel, Litigation, Real Estate and Legal matters. It was seconded by Councilwoman James. Voting for the motion was unanimous.

The governing body entered into Executive Session at 6:47pm

Councilwoman Wells left during Executive Session at 8:52 pm.

Councilman Antoine was no longer on the conference call.

Councilman Mears made a motion to adjourn the Executive Session at 8:57 and reconvene the Regular Meeting. It was seconded by Councilwoman James. Voting for the motion was unanimous by the governing body members that were still present.

Appointment of City Clerk:

Councilwoman James made a motion to appoint Darquita Williams as the new City Clerk. It was seconded by Councilman Gutierrez. Voting for the motion was unanimous by the governing body members that were still present.



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Public Comment:

Robin Kemp – She stated it appears the employees are back at work because the parking lot has been full for the past several days. When did the policy change and why? Mayor Butler stated the policy changed by the results of the majority of the governing body consenting to such.

**Governing Body
Comments:**

Councilwoman James stated they are trying to do something special for the Class of 2020. They are making graduation banners. There is a company in Forest Park called 12Twelve Printing Design and they will be making nice banners. She wanted to say thank you to Councilman Mears and David Rashmir. Donations will be accepted until they reach the goal. They need \$4000 more to meet their goal.

Councilman Gutierrez stated he would like to thank everyone for participating in the meeting and continue to stay safe. Please wash your hands, continue social distancing and don't touch your face.

Councilman Mears stated he would like to thank everyone for listening and Councilwoman James would appreciate your donations for the seniors since we can honor them in the usual special way.

Mayor Butler stated thanked everyone for listening in and she thanked the National Guard for their cleaning efforts at Ashton Walk and Governors Terrace. She can't thank them enough. She thanked all the first responders.

Adjournment:

Councilman Mears made a motion to adjourn the meeting. It was seconded by Councilman Gutierrez. Voting for the motion was unanimous by the governing body members that were still present.