

City of Guyton, Georgia
CITY COUNCIL MEETING
January 9, 2024 at 7:00 P.M.



**C.D. Dean, Jr. Public Safety Complex
GUYTON GYMNASIUM
505 Magnolia Street
Guyton, GA 31312**

AGENDA

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Consideration to Approve the Agenda**
- 4. Consideration to Approve the Minutes**
 - ❖ 12/12/23 Regular Meeting
 - ❖ 01/02/24 Organizational Meeting
- 5. Reports from Staff and Committees**
 - ❖ Police Department James Breletic
 - ❖ Fire Department Clint Hodges
 - ❖ Public Works/Water/Sewer EOM
 - ❖ Planning and Zoning Lon Harden
 - ❖ Industrial Development Lon Harden
 - ❖ Historical Commission Lucy Powell
 - ❖ Leisure Services Lula Seabrooks
 - ❖ Hospital Authority Tamela Mydell
 - ❖ Library Board Jim Odum
 - ❖ Downtown Development Authority Miller Barger, Jr.
- 6. Public Comments (limited to agenda items only)**
- 7. New Business**
 - a. Consideration to approve \$39,760.00 in American Rescue Plan Act (ARPA) funds to rebuild the effluent pumps at the Guyton Wastewater Treatment Plant
 - b. Consideration to approve \$8,199.74 for repairs by Johnson's Auto & Tire on the Guyton Police Department's 2013 Ford F-150 pickup truck
 - c. Consideration to approve and accept the final plat, roadway infrastructure, and utility infrastructure for Phase 1 of Guyton Station
 - d. Consideration to accept a \$2,500 donation to the Guyton Police Department from Leadership for the Generations, LLC

- e. Consideration to approve Resolution 2024-01 adopting the revised “Rules of Decorum for All Meetings”
- f. Consideration to approve the revised City of Guyton Holiday Schedule for 2024

8. General Government

- ❖ Dr. Miller Barger, Jr., Mindset Integration Global Leadership & Soft Skills Training Program

9. Dates to Remember

- ❖ Thursday, January 11, 2024, BINGO! at 11:00 A.M. — Leisure Services Room, 505 Magnolia Street, Guyton, GA 31312
- ❖ Monday, January 15, 2024, Guyton City Hall closed in observance of Martin Luther King, Jr. Day
- ❖ Monday, January 15, 2024, Martin Luther King, Jr. Observance Day Celebration
 - Homer L. Wallace Unity Breakfast at 7:30 A.M. — Effingham County Recreation Department, 808 Highway 119 S, Springfield, GA 31329
 - Martin Luther King, Jr. Annual Parade at 10:00 A.M. — Laurel Street, Springfield, GA 31329
 - Children’s Noonday Program at 12:00 P.M. — Effingham County Recreation Department, 808 Highway 119 S, Springfield, GA 31329
- ❖ Wednesday, January 17, 2024, Downtown Development Authority Meeting at 10:00 A.M. — Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312
- ❖ Tuesday, January 23, 2024, Planning and Zoning Public Hearing and Meeting at 7:00 P.M. — Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312
- ❖ Thursday, January 25, 2024, BINGO! at 11:00 A.M. — Leisure Services Room, 505 Magnolia Street, Guyton, GA 31312
- ❖ Tuesday, January 30, 2024, Planning and Zoning Public Hearing and Meeting at 7:00 P.M. — Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312
- ❖ Tuesday, February 13, 2024, Guyton City Council Meeting at 7:00 P.M. — Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

10. Consideration to move from the Regular Meeting into an Executive Session referencing personnel, property, and litigation

11. Consideration to take any action needed arising from Executive Session

12. Public Comments (limited to agenda items only)

13. Consideration to adjourn this meeting

Rules of Decorum for All Meetings

The purpose of the Rules of Decorum is to foster an atmosphere of civil and courteous discourse, even and especially when discussing contentious topics, at all meetings held by the City of Guyton.

(a) General rules applicable to all (Mayor and Council, Staff, Members of the Public)

1. Each speaker will direct his or her comments to the Mayor and or presiding officer and not to any other individual present.
2. Each speaker will refrain from personal attacks, foul or abusive language, and will maintain a civil and courteous manner and tone.
3. Each speaker will speak only about agenda items. Members of the public will be limited to 3:00 minutes speaking time.
4. Members of the audience will respect the rights of others and will not create noise or other disturbances that will disrupt or disturb persons who are addressing the Mayor and Council or Committee or Board or Commission, or members of those bodies who are speaking, or otherwise impede the orderly conduct of the meeting.

(b) Additional Rules for Members of Mayor and Council, Committees, Boards or Commissions

1. Members of Mayor and Council, Committees, Boards or Commissions will conduct themselves in a professional and respectful manner at all meetings.
2. Members of Mayor and Council, Committees, Boards or Commissions will not speak until recognized by the Mayor or presiding officer.
3. Remarks by members of Mayor and Council, Committees, Boards or Commissions will be directed to the Mayor or presiding officer and not to individuals, other Council, Committee, Board or Commission members, staff or Members of the public in attendance. Questions for staff or individuals or other Council, Committee, Board or Commission members will be directed to the Mayor or presiding officer, who will then direct the appropriate person to answer.
4. Members of Mayor and Council, Committees, Boards or Commissions are always free to criticize or question policies, positions, data or information presented. However, members of Mayor and Council, Committees, Boards or Commissions will not attack or impugn the person presenting.

(c) Enforcement

The Mayor or presiding officer has the authority to enforce each of the Rules of Decorum regarding members of the public. If any Rule is violated, the Mayor or presiding officer will give the speaker a warning, citing the Rule being violated, and telling the speaker that a second violation will result in a forfeiture of the right to speak further. The Mayor or presiding officer also may have the offending speaker removed from the meeting if the misconduct persists. The Mayor or presiding officer shall not have any power under this provision regarding a Council, Committee, Board or Commission member.



**City of Guyton
City Council Meeting
December 12, 2023 — 7:00 PM**

MINUTES OF MEETINGS

Call to Order — The City of Guyton Council held a City Council Meeting on December 12, 2023, at the City of Guyton Gymnasium, 505 Magnolia Street in Guyton. The meeting was called to order by Mayor Russ Deen at approximately 7:00 PM. Mayor Russ Deen, Mayor Pro Tem Michael Johnson, Councilmember Joseph Lee, Councilmember Hursula Pelote, and Councilmember Marshall Reiser were present at this meeting.

Additional Administrative Staff Present — City Manager Meketa Brown, City Clerk Fabian Mann, and City Attorney Amelia Stevens were present.

Guest Present — The guest sign-in sheets are filed in the Office of the City Clerk.

Invocation — The invocation was led by **Lon Harden**.

Pledge of Allegiance — The Pledge of Allegiance was led by **Deen**.

Consideration to Approve the Agenda — **Pelote** made a motion to approve the agenda. **Reiser** seconded the motion. **Motion passed unanimously**.

Consideration to Approve the Minutes

11/14/23 **Public Hearing & Regular Meeting**

11/30/23 **Special Called Meeting**

Johnson made a motion to approve the minutes. **Lee** seconded the motion. **Motion passed unanimously**.

Reports from Staff or Committees

Police Department	James Breletic
Fire Department	Clint Hodges
Planning and Zoning	Lon Harden
Industrial Development	Lon Harden
Historical Commission	Lucy Powell
Leisure Services	Lula Seabrooks

Library Board
Chamber of Commerce
Downtown Development Authority

Jim Odum
Hursula Pelote
Marshall Reiser

Public Comments (limited to Agenda Items only) — No public comments.

New Business

Consideration to approve \$2,918.76 for automotive repairs on the Guyton Police Department's Chevrolet Tahoe — Johnson made a motion to approve \$2,918.76 for automotive repairs on the Guyton Police Department's Chevrolet Tahoe. Pelote seconded the motion. Motion passed unanimously.

Consideration to approve Resolution 2023-16 to adopt the 2023 Regional Hazard Mitigation Plan Update — Pelote made a motion to approve Resolution 2023-16. Rieser seconded the motion. Motion passed unanimously.

Consideration to approve a 3.2% cost-of-living adjustment (COLA) raise for the first pay period of 2024 for all City of Guyton employees — Pelote made a motion to approve a 3.2% cost-of-living adjustment (COLA) raise for the first pay period of 2024 for all City of Guyton employees. Johnson seconded the motion. Motion passed unanimously.

Consideration to approve the City Manager's plan for Christmas bonuses for City of Guyton employees as dictated in her memorandum to City Council — Johnson made a motion to approve the City Manager's plan for Christmas bonuses for City of Guyton employees as dictated in her memorandum to City Council. Pelote seconded the motion. Motion passed unanimously.

General Government

Parks and Recreation Plan

Dates to Remember

Tuesday, December 19, 2023, at 7:00pm, Planning and Zoning Commission Meeting and Public Hearing, Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Wednesday, December 20, 2023, from 10:00am to 11:00 am, Guyton Downtown Development Authority Meeting, Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Monday, December 25, 2023, and Tuesday, December 26, 2023, Guyton City Hall closed in observance of Christmas

Monday, January 1, 2024, Guyton City Hall closed in observance of New Year's Day

Tuesday, January 2, 2024, at 7:00pm, City Council Organizational Meeting, Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Consideration to move from the Regular Meeting into an Executive Session referencing personnel and real estate — Pelote made a motion to move from the Regular Meeting into an Executive Session referencing personnel and real estate at 7:35 P.M. **Reiser** seconded the motion. **Motion passed unanimously.**

Consideration to take any action needed arising from Executive Session — Johnson made a motion to approve a 2.35% merit-based pay raise for Fabian Mann starting the first pay period of 2024. **Pelote** seconded the motion. **Motion passed unanimously.**

Public Comments (limited to Agenda Items only) — No public comments.

Consideration to adjourn — Pelote made a motion to adjourn. **Johnson** seconded the motion. **Motion passed unanimously.** The meeting adjourned at approximately 8:19 P.M.

City of Guyton

Mayor

Attest:

Fabian M. Mann, Jr., City Clerk



City of Guyton
City Council Organizational Meeting
January 2, 2024 — 7:00 PM

MINUTES OF MEETING

Call to Order — The City of Guyton City Council Organizational Meeting, per the City of Guyton Charter, was called to order by the city clerk, Fabian Mann, at approximately 7:00 PM. on January 2, 2024. Councilmember Michael Johnson and Councilmember Joseph Lee were present at this meeting.

Additional Administrative Staff Present — City Manager Meketa Brown and City Clerk Fabian Mann were present.

Guest Present — The guest sign-in sheets are filed in the Office of the City Clerk.

Invocation — The invocation was led by **Michael Johnson**.

Pledge of Allegiance — The Pledge of Allegiance was led by **Judge Thompson**.

Swearing-In Ceremony

The following newly elected officials were sworn in by Judge Thompson.

- Jeremiah Chancey was sworn in as Councilmember Post #1.
 - Theodore Hamby was sworn in as Councilmember Post #2.
 - Andy Harville was sworn in as Mayor.
-

New Business

Consideration to appoint a Mayor Pro Tem — Lee made a motion to appoint Councilmember Michael Johnson as Mayor Pro Tem. **Hamby** seconded the motion. **Motion passed unanimously.**

Dates to Remember

Tuesday, January 9, 2024 at 7:00 PM – Guyton City Council Meeting, Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Monday, January 15, 2024, Guyton City Hall closed in observance of Martin Luther King, Jr. Day

Consideration to Adjourn — Johnson made a motion to adjourn. **Hamby** seconded the motion. **Motion passed unanimously.** The meeting was adjourned at approximately **7:12 P.M.**

City of Guyton

Andy Harville, Mayor

Attest:

Fabian M. Mann, Jr., City Clerk



Goforth Williamson, inc.

Goforth Williamson, Inc.
 Mail To: 373 O'Dell Road
 Ship To: 377 O'Dell Road
 Griffin, GA 30224
 United States of America

Ph: 770-467-0303

Fax: 770-467-0301

Quote

ID: 224719 Date: 03-Jan-24

To

Guyton, City of
 310 Central Blvd
 Guyton, GA 31312
 United States of America

Quote To

City of Guyton
 310 Central Blvd
 Guyton, GA 31312
 United States of America

Ph: 912-772-3353

Fax: 912-467-0301

Ph: 912-772-3353

Fax: 912-467-0301

Terms		Ship Via	Salesperson	
Net 30 Days		GWI Truck	JLEGAN	
Quantity	Description	Unit Price	Amount	
	Reference: Goulds VTP PER YOUR REQUEST, WE ARE PLEASED TO QUOTE THE FOLLOWING:			
	Line: 001 Expiration Date: 02-Feb-24 Part: GOULDS VTP 3-STAGE Rev: BUDGET Model: 11CLC			
	Scope of Work:			
	<ol style="list-style-type: none"> 1. Travel to site: Guyton WWTP 2. Pickup Goulds VTP; Deliver to GWI 3. Disassemble pump complete 4. Inspect and record all critical dimensions 5. Sandblast and clean all parts to be reused 6. Prime and coat pump 7. Provide and install the following parts: <ol style="list-style-type: none"> a. 1 ea. - JTS 11LC 2-Stage Bowl Assembly b. 1 ea. - Steel Column (size TBD) c. 1 ea. - 416SS Line Shaft d. 1 ea. - 416SS Top Shaft e. Misc. Gaskets and Fasteners 8. Machine/Manufacture and install the following parts: <ol style="list-style-type: none"> a. 1 ea. - Bronze Stuffing Box Bearing: Fab New 9. Clean and stack pump 10. Assemble pump complete 11. Paint and crate pump for shipping 12. Deliver pump to customer 			
	Note: This quote is for budgetary purposes, any work outside the above scope of work will require a revised scope and quote. No further work will be performed without approval of changes.			
	Note: GWI will provide a 1-year warranty on materials and workmanship.			
	Quote prepared by Jonathan Keirms / Engineering Manager			
	For the above scope of work, GWI Quotes			
2 ea		\$19,880.00	\$39,760.00	



Goforth Williamson, inc.

Goforth Williamson, Inc.
 Mail To: 373 O'Dell Road
 Ship To: 377 O'Dell Road
 Griffin, GA 30224
 United States of America

Ph: 770-467-0303

Fax: 770-467-0301

Quote	
ID: 224719	Date: 03-Jan-24

To

Guyton, City of 310 Central Blvd Guyton, GA 31312 United States of America

Quote To

City of Guyton 310 Central Blvd Guyton, GA 31312 United States of America
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Ph: 912-772-3353

Fax: 912-467-0301

Ph: 912-772-3353

Fax: 912-467-0301

Terms		Ship Via	Salesperson
Net 30 Days		GWI Truck	JLEGAN
Quantity	Description	Unit Price	Amount
	PLEASE NOTE: 1. Freight: FOB Origin, ground freight prepaid and charged to curbside of first location. 2. Price "does not" reflect Sales Tax, Documentation, Drawings, or Special Paperwork. 3. We can now accept Visa, Mastercard, American Express and Discover. Please contact us if you would like to pay via credit card. 4. Please reference Quote on Purchase order and send your Purchase orders to PurchaseOrders@GoforthWilliamson.com THANK YOU FOR THE OPPORTUNITY TO PROVIDE THIS QUOTE. PLEASE CALL 770-467-0303, OR YOUR SALES REP, IF YOU HAVE ANY QUESTIONS.	Total:	\$39,760.00

ESTIMATE # 1

Johnson's Auto & Tire

1398 Hwy 21 South
Springfield , GA 31329
912-754-4331

12/11/2023 3:02:28 PM EST

Estimate #9383

Page:1

Guyton, City of

Phone: 912-675-0678

Service Writer : 1

Vehicle : 2013 Ford F150 1/2 Ton - Pickup 3.5 L 213 CID V6 DOHC 24 Valve

VIN : 1FTFW1ET3DKF33231

Tag/State : Gv0976d/GA

Fleet #/Driver:

Created : 11/1/2023 8:29:03 AM EDT

Qty	Code/Tech*	Description	Condition	Unit Price	Price
1		Remanufactured Engine Assembly		\$5,709.99	\$5,709.99
		Note: 6 weeks out			
21.5		ENGINE ASSEMBLY (COMPLETE) Remove & Replace		\$110.00	\$2,365.00
		Note: Includes: R&I Engine Assembly. Transfer Fuel and Electrical Assemblies and Engine Mounts. DOES NOT include transfer of Manifolds, Valve Cover(s), Timing Cover(s), Oil Pan and/or Water Pump. NOTE: For bare Engine, refer to Long Block - R&R.			
1		Synthetic blend oil, Filter, Lube		\$75.00	\$75.00
		Note: Check brakes			
1		Antifreeze		\$19.78	\$19.78
Labor					\$2,440.00
Parts					\$5,729.77
Supplies & Disposal					\$29.97
				Estimate	\$8,199.74
				PAYMENT	\$0.00
				BALANCE DUE	\$8,199.74

I hereby authorize the repair work herein set forth to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control. I hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express garage keeper's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. All Vehicles left over 7 days after repairs are completed WILL INCUR A \$25.00 PER DAY STORAGE FEE. We are not responsible for offset wheels and aftermarket wheels due to the nature of possible damage to wheel during mounting and dismounting. No aftermarket warranties are accepted or used in the repair of your vehicle. Johnson's Tire will not be responsible for damages to my vehicle while stored in parking lot or on property or acts of God.,

Estimates are valid for 30 days

ESTIMATE #2

Meter Ford
125 Oak Tree Road
Metter, GA 30439
(912) 362-8011

2013 Ford 150 3.5 L Engine replacement

Engine: \$ 5,933.33 (Long block)

Labor: \$3, 275

Total: \$9,208.33

Note: Price does not include any fluids, filters, etc. Engine will take a few weeks to come in.

Verified by Lt. Joseph Coppola via phone with service Tech on 12/18/2023 at 10:26 AM. Unable to provide written quote without vehicle being at their shop.

Lt. Joseph Coppola



36 Courtland Street
Suite B, Statesboro GA 30458
Phone: 912-764-7722
Email: wesley@parker-engineering.com

January 2, 2024

Meketa Brown
310 Central Blvd
Guyton, GA 31312

RE: Guyton Station (PE21105) Close-out Approval Letter

Dear Mrs. Brown,

Parker Engineering has reviewed the above named project. The required inspection documents issued on January 2, 2024, along with previously issued inspection and as-built documents, address all our outstanding concerns and comments to close out phase 1 of this project.

Parker Engineering, Inc., recommends approval of the final plat, acceptance of roadway infrastructure, and acceptance of utility infrastructure, conditional to the pump station being supplied with power.

Please call with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Wesley Sherrod". The signature is written in a cursive, flowing style.

Wesley Sherrod, PE

cc: file

MAINTENANCE BOND

BOND NO: 41425666

Know all men by these presents that we Simcoe Investment Group, LLC
Principal, and Platte River Insurance Company a corporation organized under the
laws of the State of Nebraska and duly authorized to transact business in the State of **Georgia**,
as surety, are held and firmly bound unto **City of Guyton** as Obligee in the sum of
\$137,771.10***, for the payment whereof well and truly to be made, the Principal and the
Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly
and severally, firmly by these presents.

Whereas the principal has agreed to provide a maintenance bond for:

Project Name Guyton Station *Parcel ID#* Plat Attached
Project Location Hwy. 17, Guyton, GA
Contact Name Simcoe Investment Group, Clay Price *Phone#* 912-445-2127
Mailing Address P.O. Box 1247, Richmond Hill, GA 31324
Email Address clay@hoiconstruction.com

This Maintenance Bond is issued to assure the maintenance of required improvements and installations after the approval of a final plat.

This bond shall have a term of 12 months commencing on 1/9/2024 and shall be automatically renewed unless provided with written release by the Obligee.

Now, therefore, the condition of this obligation is such that if the Principal and Surety shall indemnify the Obligee for all damage that the Obligee may sustain by reason of the Principal's failure to **maintain all required improvements and installations as described above**, then this obligation shall be void, otherwise it shall remain in force until released by the Obligee.

[Signatures on Following Page]

Signed, sealed and dated this December 14 day of 2023

Witness

Shelley Kaycock

Simcoe Investment Group, LLC

Type name of business entity, if applicable

By: [Signature]

PRINCIPAL

Type Name: William Clayton Price

Type Title: Manager

Date: 12/19/2023

Witness

Holly Phillips
Holly Phillips, Witness

Platte River Insurance Company

Type name of business entity, if applicable

By: [Signature]

SURETY

Type Name: Kathy S. Smith

Type Title: Attorney-in-Fact

Date: 12/14/2023

PLATTE RIVER INSURANCE COMPANY
POWER OF ATTORNEY

41425666

Bond Number

KNOW ALL MEN BY THESE PRESENTS, That the PLATTE RIVER INSURANCE COMPANY, a corporation of the State of Nebraska, having its principal offices in the City of Middleton, Wisconsin, does make, constitute and appoint

Kathy S. Smith
Name of Individual

its true and lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf, as surety, and as its act and deed, any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of \$ See Bond Form for 41425666 on behalf of Simcoe Investment Group, LLC
Bond Amount Bond Number Principal

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PLATTE RIVER INSURANCE COMPANY at a meeting duly called and held on the 8th day of January, 2002.

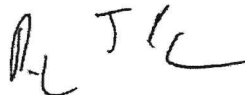

“RESOLVED, that the President, Executive Vice President, Vice President, Secretary or Treasurer, acting individually or otherwise, be and they hereby are granted the power and authorization to appoint by a Power of Attorney for the purposes only of executing and attesting bonds and undertakings, and other writings obligatory in the nature thereof, one or more resident vice-presidents, assistant secretaries and attorney(s)-in-fact, each appointee to have the powers and duties usual to such offices to the business of this company; the signature of such officers and seal of the Company may be affixed to any such power of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking or other writing obligatory in the nature thereof to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any of said officers, at any time.”

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner – Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.


IN WITNESS WHEREOF, the PLATTE RIVER INSURANCE COMPANY has caused these presents to be signed by its officer undersigned and its corporate seal to be hereto affixed duly attested, this 1st day of September, 2022.

Attest:


Ryan J. Byrnes
Senior Vice President,
Chief Financial Officer and Treasurer

Todd Burrick
Chief Underwriting Officer



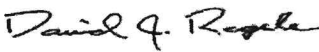
PLATTE RIVER INSURANCE COMPANY


Adam L. Sills
Chief Executive Officer and President

STATE OF WISCONSIN }
COUNTY OF DANE } S.S.:

On the 1st day of September, 2022 before me personally came Adam L. Sills, to me known, who being by me duly sworn, did depose and say: that he resides in the County of New York, State of New York; that he is Chief Executive Officer and President of PLATTE RIVER INSURANCE COMPANY, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.



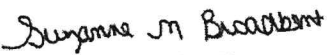

David J. Regele
Notary Public, Dane Co., WI
My Commission Is Permanent

STATE OF WISCONSIN }
COUNTY OF DANE } S.S.:

I, the undersigned, duly elected to the office stated below, now the incumbent in PLATTE RIVER INSURANCE COMPANY, a Nebraska Corporation, authorized to make this certificate, DO HEREBY CERTIFY that the foregoing attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at the City of Middleton, State of Wisconsin this 14th day of December, 20 2023




Suzanne M. Broadbent
Secretary

December 20, 2023

City of Guyton
City Council
310 Central Boulevard
Guyton, Georgia 31312

To: City Manager (Meketa Brown)

Please accept the enclosed donation/check for the Guyton Police Department. I ask that the amount donated be given to and used by the Guyton City Police Chief as he sees needs in the police department or the community.

On a yearly basis, we, as a local business, try to give back to the community because of the way our company has prospered and been blessed.

If there is any conflict in the request above, please feel free to use the funds in any other appropriate manner such as work that may be required on the Guyton City playground or the Guyton City memorial in the park. Both areas mentioned above would benefit the Guyton City community as well, but I would request the funds be used by the police department, if possible.

I apologize for not getting this donation to the City of Guyton earlier, but we have been out of town on business and to attend a family event.

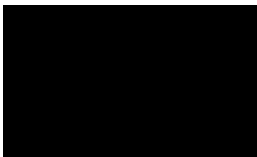
I believe, as the City of Guyton's letterhead states: "Working Together to Make a Difference." I couldn't have said it better myself. Merry Christmas.

Sincerely,



Robert Dewey

Leadership For The Generations, LLC



**CITY OF GUYTON
STATE OF GEORGIA**

RESOLUTION # 2024-01

**A RESOLUTION OF THE CITY OF GUYTON ADOPTING THE CITY OF GUYTON
RULES OF DECORUM FOR ALL MEETINGS; TO PROVIDE FOR SEVERABILITY;
TO PROVIDE AN EFFECTIVE DATE; TO REPEAL ALL ORDINANCES AND
RESOLUTIONS AND PARTS THEREOF IN CONFLICT HEREWITH; AND FOR
OTHER PURPOSES.**

WHEREAS, the duly elected governing authority of the City of Guyton, Georgia is authorized by O.C.G.A. §36-35-3 to adopt ordinances and resolutions relating to its property, affairs, and local government; and

WHEREAS, Section 2.20 of the Charter of the City of Guyton provides that the City Council shall adopt rules of procedure with regard to its meetings; and

WHEREAS, the City Council finds it consistent with the City Charter to adopt rules of decorum for all meetings that, among other things:

- 1) Provide an equal forum for all members of the public to participate in the City's various meetings;
- 2) Promote appropriateness and propriety of behavior and conduct at meetings;
- 3) Ensure orderly and professional meetings; and
- 4) Further the conduct of the City's business.

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE GOVERNING AUTHORITY
OF THE CITY OF GUYTON, GEORGIA IN A REGULAR MEETING ASSEMBLED AND
PURSUANT TO LAWFUL AUTHORITY THEREOF, AS FOLLOWS:**

Section 1. Adoption of Rules of Decorum for All Meetings. The City Council of the City of Guyton hereby adopts the "Rules of Decorum for All Meetings" attached hereto as Exhibit A, which is incorporated by reference as if set forth verbatim herein.

Section 2. Severability. If any section, clause, sentence or phrase of this resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this resolution.

Section 3. Repealer. All ordinances and resolutions and parts thereof in conflict with this resolution are hereby repealed.

Section 4. Effective Date. This resolution including the City of Guyton Rules of Decorum for All Meetings attached hereto shall become effective immediately upon its adoption by the City Council.

SO RESOLVED, this __ day of January, 2024.

CITY OF GUYTON

Andy Harville, Mayor

Attest:

Fabian Mann, City Clerk

EXHIBIT A

Rules of Decorum for All Meetings

The purpose of the Rules of Decorum is to foster an atmosphere of civil and courteous discourse, even and especially when discussing contentious topics, at all meetings held by the City of Guyton.

(A) General rules applicable to all (Mayor and City Council, Staff, Members of the Public)

1. Each speaker should refrain from personal attacks, foul or abusive language, and will maintain a civil and courteous manner and tone.
2. During designated times for members of the public to speak, members of the public will be permitted 10 minutes to discuss topics. After 10 minutes of discussion on a topic, members of the public will be limited to 3:00 minutes speaking time. The Mayor or presiding officer shall have the authority to grant additional speaking time. Notwithstanding the foregoing, during public hearings involving zoning decisions, members of the public will have no less than 10 minutes to speak in favor, and no less than 10 minutes to speak in opposition.
3. Members of the audience will respect the rights of others and will not create noise or other disturbances that will disrupt or disturb persons who are addressing the Mayor and Council or Committee or Board or Commission, or members of those bodies who are speaking, or otherwise impede the orderly conduct of the meeting.

(B) Additional Rules for Mayor and City Council, Committees, Boards or Commissions

1. The Mayor and City Council, Committees, Boards, Authorities, or Commissions will conduct themselves in a professional and respectful manner at all meetings.
2. Questions for staff or individuals or other Council, Committee, Board or Commission members will be directed to the appropriate person to answer. Members of the Mayor and City Council, Committees, Boards, Authorities, or Commissions will attempt to answer or address questions presented one at a time without attempting to talk over another member.
3. Members of the Mayor and City Council, Committees, Boards, Authorities, or Commissions are always free to criticize or question policies, positions, data, or information presented. However, members of the Mayor and City Council, Committees, Boards, Authorities, or Commissions will not attack or impugn the person presenting.

(C) Enforcement

The Mayor or presiding officer has the authority to enforce each of the Rules of Decorum regarding members of the public. If any Rule is violated, the Mayor or presiding officer will give the speaker a warning, citing the Rule being violated, and telling the speaker that a second violation will result in a forfeiture of the right to speak further. The Mayor or presiding officer also may have the offending speaker removed from the meeting if the misconduct persists. The Mayor or presiding officer shall not have any power under this provision regarding a Council, Committee, Board or Commission member.

2024 Proposed Holidays

New Year's Day	Monday, January 1, 2024
Martin Luther King Day	Monday, January 15, 2024
*President's Day	Monday, February 19, 2024
Memorial Day	Monday, May 27, 2024
Juneteenth	Wednesday, June 19, 2024
Independence Day	Thursday, July 4, 2024
Labor Day	Monday, September 2, 2024
Columbus Day	Monday, October 14, 2024
Veterans Day	Monday, November 11, 2024
Thanksgiving Day	Thursday, November 28, 2024 Friday, November 29, 2024
Christmas	Tuesday, December 24, 2024 & Wednesday, December 25, 2024

*Holiday Addition



2024

City of Guyton, GA

Leadership & Soft Skills Training Program



Consulting | Training | Coaching

Efficiency Productivity Profitability

Proposal

Dr. Miller Bargeron, Jr.

MI Global

1/4/2024

www.mindsetintegrationspecialist.com

Introduction

Providing training in the skills needed for an organization's team members is vital to the success of the organization's mission. Without proper training, individuals will not perform well in the core areas of competencies. Most, if not all, organizations ensure that their team members are proficient in the technical expertise needed to perform their job duties. However, the type of training that is needed to take the team members of any organization from good to great is often neglected. This neglected type of training is leadership training and essential soft skills training with an emphasis in understanding human behavior. Human behavior based training helps propel individuals from the ranks of being good into the realm of being great.

As a part of MI Global's core training philosophies, an understanding of human behavior is employed. MI Global's human behavior based trainings are structured to be relational and productivity enhancing. The various training programs incorporate the four personality styles of the DISC model of human behavior to teach better ways of interacting with various personality traits in order to develop more effective, efficient, and productive teams. The goal of MI Global's training programs is to help organizations increase productivity, improve communications, and unlock leadership potential.

At the request of the City of Guyton, the following Training Program proposal has been created to establish leadership and soft skills development at all levels of the organization. The program is structured in three phases that present training material that builds on concepts incrementally with core concept repetition. This structure will increase the participant's ability to retain the training information and implement the knowledge in their professional and personal life with greater ease.

Proposal

Phase I - Understanding Human Behavior

Training Course #1

Understanding Human Behavior (2 sessions/2 hours each)

Training Focus:

This segment consists of understanding the basic DISC Model of human behavior and understanding the priorities, wants, and needs of each personality type.

Recommended Training Participants:

Entire Staff (20 participants/10 per session)

Training Course #2

Personality Perspectives (2 sessions/1 hour each)

Training Focus:

This segment consists of discovering the mindset and thought process of the different personality types.

Recommended Training Participants:

Entire Staff (20 participants/10 per session)

Phase II – Personal & Professional Development

Training Course #1

Communicate To Connect (2 sessions/3 hours each)

Training Focus:

This segment consists of understanding the keys to making meaningful connections with others and learning how to enhance your communication skills to effectively connect with team members.

Recommended Training Participants:
Entire Staff (20 participants/10 per session)

Training Course #2

Team Building (2 sessions/3 hours each)

Training Focus:

This segment consists of understanding how to better work with others, and build effective teams by understanding the priorities, needs, and wants of the different personality types.

Recommended Training Participants:
Entire Staff (20 participants/10 per session)

Training Course #3

Bridging The DEI GAP (2 Sessions/2 hours each)

Training Focus:

This training segment provides human behavior based diversity, equity, and inclusion training. In addition to presenting the classic DEI training components, it incorporates personality based communication enhancement training. This component is necessary for individuals to reach a place of understanding other's cultural and/or social differences utilizing effective communication.

Recommended Training Participants:
Entire Staff (20 participants/10 per session)

Training Course #4

Conflict Resolution (2 sessions/2 hours each)

Training Focus:

This segment consists of identifying different types of conflicts, defining differences in expectations, understanding the cycle of conflict, negotiating conflicts and response strategies, and understanding negotiation styles in resolving conflicts.

Recommended Training Participants:
Entire Staff (20 participants/10 per session)

Phase III - *Leadership Development*

Training Course #1

Leadership Level I (*2 sessions/2 hours each*)

Training Focus:

This segment consists of understanding personality strengths and struggles to better identify strategies for diversifying leadership styles. Emphasis is placed on achieving greater success and fulfillment in every area of life—professionally, personally, and emotionally.

Recommended Training Participants:

Entire Staff (*20 participants/10 per session*)

Training Course #2

Leadership Level II (*1 session/2 hours*)

Training Focus:

This segment consists of understanding the dynamics of an effective leader and understanding personality based leadership styles.

Recommended Training Participants:

Leadership Team (*4*)

Training Course #3

The UNcommon Leader (*1 session/2 hours*)

Training Focus:

This segment consists of learning how to advance from being a good leader to becoming a great leader.

Recommended Training Participants:

Leadership Team (*4*)

Training Course #4

Shepherding Template: UNcommon Leader's Success Template (*1 session/2 hours*)

Training Focus:

This segment consists of learning the template of how an UNcommon Leader creates a culture and establishes a climate for the team to grow and thrive as the organizational mission is fulfilled.

Recommended Training Participants:

Leadership Team (4)

Training Schedule

Segment #1 - 02/23/2024 (Entire Staff)

Understanding Human Behavior and Personality Perspectives

Session 1: 9:00 a.m. – 12:00 p.m.

Session 2: 1:00 p.m. – 4:00 p.m.

Segment #2 - 03/01/2024 (Entire Staff)

Communicate To Connect

Session 1: 9:00 a.m. – 12:00 p.m.

Session 2: 1:00 p.m. – 4:00 p.m.

Segment #3 - 03/08/2024 (Entire Staff)

Team Building

Session 1: 9:00 a.m. – 12:00 p.m.

Session 2: 1:00 p.m. – 4:00 p.m.

Segment #4 - 03/15/2024 (Entire Staff)

Bridging The DEI Gap

Session 1: 9:00 a.m. – 11:00 p.m.

Session 2: 2:00 p.m. – 4:00 p.m.

Segment #5 - 03/22/2024 (Entire Staff)

Conflict Resolution

Session 1: 9:00 a.m. – 11:00 p.m.

Session 2: 2:00 p.m. – 4:00 p.m.

Segment #6 - 03/29/2024 (Entire Staff)

Leadership Level I

Session 1: 9:00 a.m. – 11:00 p.m.

Session 2: 2:00 p.m. – 4:00 p.m.

Segment #7 - 04/05/2024 (Leadership Team)

Leadership Level II, The UNcommon Leader, and Shepherding Template

Session 1: 9:00 a.m. – 12:00 p.m.

Session 2: 1:00 p.m. – 4:00 p.m.

Additional Training Information

- Personality Assessments are included in the participant cost of the Understanding Human Behavior Training.

Added Bonuses

As a part of the proposed training program, MI Global will include the following:

- **Free access to the personality assessment Team Charting Tool**
(This feature plots the personality types of an organization's team members in one circular chart.)
- **Free access to the Interaction Guide**
(This feature creates a guide that shows how two personality types should interact for better efficiency and productivity.)
- A special group file loaded with pre-paid personality assessment access codes will be created for the City of Guyton. The City of Guyton will be able to access the file and assign the access codes to current and new employees as desired. When all of the loaded access codes are depleted, the City of Guyton may purchase additional access codes.

Payment Schedule

02/16/2024 - Advance for personality assessments and training materials

02/23/2024 - Segment #1 payment

03/01/2024 - Segment #2 payment

03/08/2024 - Segment #3 payment

03/15/2024 - Segment #4 payment

03/22/2024 - Segment #5 payment

03/29/2024 - Segment #6 payment

04/05/2024 - Segment #7/Remaining balance payment

(The total training cost will be discussed and agreed upon with the City Manager once the proposed training courses are approved.)

Conclusion

The proposed Training Program has been created based on the training needs conveyed by the City of Guyton. The proposed training program is open to any corrections or modifications deemed necessary by the City of Guyton.

IF YOU HAVE ANY QUESTIONS, CONTACT:

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