

City of Guyton, Georgia



**CITY COUNCIL MEETING
December 8, 2020 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. Moment of Repose for Those Who Practice Some Other Faith**
- 3. Invocation**
- 4. Pledge of Allegiance**
- 5. Consideration to approve the Agenda**
- 6. Consideration to approve Minutes of Meetings**
 - a. Tuesday, November 3, 2020 at 6:00 p.m. – City Council Workshop
 - b. Tuesday, November 10, 2020 at 7:00 p.m. – City Council Meeting
 - c. Wednesday, November 18, 2020 at 9:00 a.m. – City Council Retreat
 - d. Thursday, November 19, 2020 at 9:00 a.m. – City Council Retreat
- 7. Reports from Staff or Committees**

City Manager – Bill Sawyer
Police Department – Chief James Breletic
Fire Department – Clint Hodges
Public Works - EOM
Historical Commission – Pearl Boynes
- 8. Public Comments (will be limited to Agenda Items only)**
- 9. New Business**
 - a. Introduction of Ordinance Number 2020-15 – Rezone Certain Property owned by the Estate of Luvern Vandiver, currently known as Effingham County Parcel No. 02950053, located at Highway 17, approximately 0.19 miles south from the Intersections of Highway 17 and 119, in Guyton, Georgia, from Effingham County

Zoning Classification AR-1 to City of Guyton Zoning Classifications R-1 and C-2; to Repeal all Ordinances in Conflict herewith; to provide an Effective Date; and for other Purposes.

- b. Consideration to Approve the City Manager to rebid the Guyton Gym Windows Project
- c. Consideration to Approve a Sanitation Contract (Waste Management/Waste Pro or Atlantic)
- d. Consideration to Approve a TSPLOST Bank Account
- e. Consideration to Approve a Resolution regarding a Deposit for Utility Accounts.
- f. Consideration to Approve the City Manager's Recommendation for the Guyton Guardrail Project
- g. Consideration to Approve the City Manager's Recommendation for the Crossgate Drainage Project

9. General Government

GEMA Generator Grant – Bill Sawyer
CDBG Grant – Bill Sawyer
Banking Services – Request for Proposal - Bill Sawyer

10. Dates to Remember

Saturday, December 12, 2020 from 8:00 a.m. to 12:00 p.m. – Roadside and River Cleanup (EOM) – Please Volunteer to help keep our City and County Clean.

Tuesday, December 15, 2020 at 7:00 p.m. – Special Called City Council Meeting (Vandiver Tract – HWY 17 – Annexation) – C.D. Dean. Jr., Public Safety Complex, City of Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Thursday, December 24, 2020 and Friday, December 25, 2020 City Hall will be closed for Christmas Eve and Christmas Day

Thursday, December 31, 2020 City Hall will be closing at 12:00 p.m. for New Year's Eve

Friday, January 1, 2021 City Hall will be closed for New Year's Day

Tuesday, January 5, 2020 at 7:00 p.m. – City Council Workshop, C.D. Dean. Jr., Public Safety Complex, City of Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Tuesday, January 12, 2020 at 7:00 p.m. – City Council Meeting - C.D. Dean. Jr., Public Safety Complex, City of Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

- 11. Consideration to move from the Regular Meeting into an Executive Session**
- 12. Consideration to take any action needed arising from Executive Session**
- 13. Public Comments (will be limited to Agenda Items only)**
- 14. Consideration to Adjourn this meeting**



City of Guyton
City Council Workshop
November 3, 2020 – 6:00 p.m.

MINUTES OF WORKSHOP

Call to Order

The November 3, 2020 City of Guyton City Council Workshop was called to order by Mayor Russ Deen at approximately 6:00 p.m. Mayor Russ Deen, Council Member Joseph Lee, Council Member Hursula Pelote and Council Member T. Marshall Reiser were present at this Workshop. Mayor Pro Tem Michael Johnson, Sr., joined the Workshop at 6:07 p.m.

Other staff Present: City Manager Bill Sawyer and City Clerk Tina Chadwick were present.

TOPICS FOR DISCUSSION

a. Prison Work Crew – Lieutenant Allen

The Mayor thanks the Prison Work Crew for all the hard work that has been done for the City thus far. Lieutenant Allen states that the Guyton Prison Detail will consist of a 10 Inmate Detail. It will cost \$47,000 – This will pay for 1 officer and all his benefits. The Detail can't work on private property. The City will need to purchase a vehicle for transportation. The City just directs the Detail on what needs to be done and the City provides the tools that they need to complete the project. They are a labor force. Mayor Deen asked what other cities/counties use these prisoners. Lieutenant. Allen stated Springfield, Rincon, Pooler and DOT. The City will need to get with the County Manager and get the Contract in front of the Board of Commissioners for them to vote on. Reiser asked if you could do less than 10 inmates. Lieutenant Allen stated that yes, you can have less prisoners, but he does not know if the price would change per year. The City would be paying for the Police Officer to watch this Detail. Lieutenant Allen states that the detail does not work around day cares or schools. They will move if necessary. Mayor Deen has been very pleased with the work that they prisoners have done so far. Keech says that the City has 3 prisoners now and asked if we could still have this prison detail too. Lieutenant Allen stated yes.

b. Highland Park Restoration Project – Mayor Deen

Mayor Deen wants to bring this park up to date. The Basketball Court has been redone recently. Although the bathrooms function, they need repairs. The playground equipment is valuable and good in quality. We have not as a City maintained this Park. The City is talking about bringing that Park up to date and buying some new pieces of equipment. If the City can refurbish this Park for less than \$20,000 with the prison crew then that is a steal. The prisoners are doing some bathroom repairs, some fence repairs and just some general cleanup work. Mayor Deen would like to submit a quote

for a 8 foot merry go round – see saw bouncer – fresh playground grade wood mulch – replacing all the swings on the swing set – putting down new plastic borders and getting rid of the old borders – weed black fabric – some 32 gallon steel receptacles (Pilgrim Trail as well) \$400 per receptacle – The Mayor would like a total of 6 receptacles . Pelote wants to know if there is a grill at the Park. Johnson states that there was a grill at one time, but it was damaged, and it has been removed. Mayor Deen would also like to replace the drinking fountain. A total of around \$14,000 and the Drinking Fountain would be \$2,500 and this is a SPLOST project. Reiser thinks it is a great idea and an area for people to take pride in and for our children to play outside. Ms. Seabrooks would like a bicycle rack and a grill. Ms. Seabrooks would also like some Christmas decorations at the Park. Ms. Lucy Powell would like a sign at the Pilgrim Trail. Mayor Deen stated that he would get quotes for a bicycle rack and a grill.

c. Guyton Gym Windows – Bill Sawyer

October 23, 2020 the City had its Bid Opening for the Guyton Gym Windows. The Bid came in at \$126,000 and that is entirely too much. Sawyer has instructed the low bidder and the architect to find a way to reduce that by \$30,000. The City will table this until the City can get those numbers back from the Contractors. Reiser asked how many bids the City received. Sawyer stated 2. Keech wants to know if the prison detail could help with this project. The Mayor states that this is outside the scope of their work.

d. Annexation Steps – Bill Sawyer

November 24, 2020 there will be a Planning and Zoning Committee Meeting to discuss the annexation of the Vandiver Tract. December the 8th, the Mayor and Council will hold a public hearing with respect to the Planning and Zoning Request. Sawyer discussed the Application process.

e. GEMA Generator Grant – Bill Sawyer

The State of Georgia awarded the City of Guyton \$186,000 for some Generators for our Lift Stations. Grant is still in effect, but we just need to get their final approval before we can begin the process.

f. Crossgate – Bill Sawyer

Sawyer states that the Crossgate Bid to repair their drainage issue will be at 3:00 p.m., December the 1st. The Chief of Police and Sawyer met at a meeting at Crossgate where they answered questions and the residents were very welcoming and were appreciative of the Mayor and City Council unanimously voting to proceed with this project. This is a SPLOST project. – Guardrails bids will be opened on December the 1st at 3:30 p.m. and this is also a SPLOST project.

g. Sanitation – Bill Sawyer

The City has no contract with sanitation services right now. We have three bids. Waste Management/Atlantic/Waste Pro. Sawyer discussed the difference in prices –

Cart/Recycle Cart. The next City Council Meeting the City has invited Waste Pro and Atlantic to speak. Lee believes that Waste Management should be invited to speak. Lee thinks that this bid should have been a sealed bid. Sawyer states that it doesn't have to be a sealed bid as this is professional services. Reiser would like a cardboard recycling center. The Mayor states that there will be cardboard recycling center behind the Police Department. Johnson would like a dumpster twice a year.

h. Guyton Banking Services – Bill Sawyer

Sawyer states that we use a local bank in Springfield. We are trying to get interest bearing checking accounts. Reiser fully supports this. Pelote wants to know what banks we are thinking of. Sawyer states that we will send it to all banks in this area.

i. Insurance Rates – Bill Sawyer

Sawyer states that 9 people are being insured. For the last 2 years the City's rates have gone down. Now the rates are rising. The City will meet with the insurance broker again and he recommends that the City go with the lowest rate. \$623.08 per person. Reiser asked what the current arrangement is with the employees. The City pays all the benefits for the City employees.

j. Open Discussion (citizens can address any issue)

Ms. Pearl is asking about dividing Guyton. Mr. Johnson states that Sawyer is talking about the drainage issues for East and West side of Guyton.

Dates to Remember

- a. Tuesday, November 10, 2020 at 7:00 p.m., City Council Meeting, C.D. Dean, Jr., Public Safety Complex, City of Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312
- b. Wednesday, November 11, 2020 – City Hall will be closed for Veterans Day
- c. Wednesday, November 18, 2020 and Thursday, November 19, 2020 – City Council Retreat – C.D. Dean, Jr., Public Safety Complex, City of Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312
- d. Tuesday, November 24, 2020 at 6:00 p.m. – Planning and Zoning Committee Public Hearing (Vandiver Tract – HWY 17 – Annexation) – 7:00 p.m. – Planning and Zoning Committee Regular Meeting – C.D. Dean, Jr., Public Safety Complex, City of Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312
- e. Thursday, November 26, 2020 and Friday, November 27, 2020 – City Hall will be closed for Thanksgiving Day and the Day after Thanksgiving
- f. Tuesday, December 1, 2020 at 7:00 p.m. – City Council Workshop, C.D. Dean, Jr., Public Safety Complex, City of Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312
- g. Thursday, December 31, 2020 – City Hall will be closing at 12:00 p.m. for New Year's Eve
- h. Friday, January 1, 2021 – City Hall will be closed for New Year's Day
- i. Tuesday, January 5, 2021 at 7:00 p.m. – City Council Workshop, C.D. Dean.

Jr., Public Safety Complex, City of Guyton Gymnasium, 505 Magnolia Street,
Guyton, GA 31312

- j. Tuesday, January 12, 2021 at 7:00 p.m. – City Council Meeting, C.D. Dean, Jr.,
Public Safety Complex, City of Guyton Gymnasium, 505 Magnolia Street,
Guyton, GA 31312

Consideration to Adjourn this Workshop

Mayor Deen adjourned the Workshop at approximately 7:01 p.m.

Russ Deen, Mayor

Tina Chadwick, City Clerk



City of Guyton
City Council Meeting
November 10, 2020 – 7:00 p.m.

MINUTES OF MEETING

Call to Order

The November 10, 2020 City of Guyton City Council Meeting was called to order by Mayor Russ Deen at approximately 7:00 p.m. Mayor Russ Deen, Mayor Pro Tem Michael Johnson, Sr., Council Member Joseph Lee, Council Member Hursula Pelote and Council Member T. Marshall Reiser were present at this meeting.

Other Staff Present – City Manager Bill Sawyer, City Attorney Ben Perking and City Clerk Tina Chadwick were present.

Moment of Repose for Those Who Practice Some Other Faith

Deen asked all present to take a brief repose for those who practice some other faith.

Invocation

Pastor Lon Harden gave the Invocation.

Pledge of Allegiance

The Pledge of Allegiance was led by Deen

Consideration to approve the Agenda

Johnson made a motion to approve the Agenda as presented. Pelote seconded the motion. **Motion passed unanimously.**

Consideration to approve Minutes of Meetings

Reiser made a Motion to Approve the Minutes of the Tuesday, October 6, 2020 at 6:00 p.m. – City Council Workshop, Tuesday, October 6, 2020 at 7:00 p.m. – Special Called City Council Meeting, Tuesday, October 13, 2020 at 6:00 p.m. – Public Hearing – Zoning Ordinances and the Tuesday, October 13, 2020 at 7:00 p.m. – City Council Meeting. Pelote seconded the Motion. **Motion passed unanimously.**

Reports from Staff

City Manager – Bill Sawyer – Met with the Contractor for the Gym Windows and they will give us an updated bid on the windows – Annexation Letters have been mailed out (Annexation – Vandiver Tract) – GEMA Generators – EOM is helping with a more plausible way to put the Generators in and that has been sent to GEMA for approval – Bids for Guardrails and Crossgate will be on December the 1st. at 3:00 p.m. and 3:30 p.m. – TSPOLST passed and the City should receive the funds April of 2021

Police Department – Chief James Breletic – 608 Calls – 20 Incident Reports – 3 Accident Reports – 19 Supplemental Reports – 3 Arrests and 54 Citations

Public Works – EOM – Charlie Heino – September – produced 7.98 Million Gallons of Drinking Water and Treated 5.76 Gallons of Wastewater – 302 Work Orders.

Fire Department – Chief Clint Hodges – 357 calls county wide – 25 calls within the City. Reiser commends the Fire Department for the quick response to his property (false alarm) and for their professionalism.

Public Comments (will be limited to Agenda Items only)

No public comments

NEW BUSINESS

Consideration to Approve a Sanitation Contract (Waste Management/Waste Pro or Atlantic)

Waste Management – Russ Hightower – Current provider for the City. Hightower states they are using state of the art equipment. Johnson wants to know the change from Monday's to Tuesdays. Hightower states that it is due to route changing. Pelote wants to know about the pricing. Hightower states that there are some changes in pricing. Hightower gave updated pricing amounts for their service. Hightower states that it would be a \$75 charge for a Cardboard Container.

Waste Pro – Brett Bennett – Waste Pro will be providing a trash cart and recycle cart for all residents, and they are offering an option to see if resident wants a trash cart or recycle cart or two trash carts or no second cart at all. The resident would decide what option they would choose. Bennett gave pricing amounts for their service. Bennett describes the track easy program and third eye. Johnson asked about what days of the week they would pick up trash – Bennett states that they would sit down with the City to determine that – it is a partnership. Reiser asked about Community Events and Bennett stated that there was just some language in the Contract regarding that, but they would help with Community Events. Reiser asked about Cardboard Containers – Bennett said they could offer that. Pelote asked about Track Easy and if a Truck misses a stop

could they back up and pick up the trash. Bennett stated he doesn't remember the response time, but generally they would go and pick it up that day. Bennett states that there is no charge for a Cardboard Container.

Atlantic – Ben Wall – Owner of Atlantic Waste Services and they are located in Pooler. They are in the process of building a transfer station. Wall gives a history of the company. They have over 30 municipality contracts. They service Effingham County, Pooler and Richmond Hill. Those Contracts were with Waste Management or Waste Pro at one time and they have decided to go with Atlantic because they are a local company. 7 Trucks 5 days a week in this County running right through this City. This would be a Friday or maybe a Wednesday pickup. We could accommodate a Monday if the City chooses. Wall discussed their pricing. Atlantic would provide brand new carts. A phone number is on every single cart. They are a local company and they are high service. Have very few skips or misses. They would provide two recycling containers free of charge.

Sawyer – Ask Ben how to proceed currently.
Perkins asks everyone to submit a sealed bid for the next Meeting.

Sawyer ask the providers to send in sealed bids.

Reiser ask where the other two companies are located. – Bennett – Hardeeville, SC – Hightower – Hardeeville, SC

Reiser made a Motion to Table the Sanitation Contract. Pelote seconded the Motion. **Motion passed unanimously.**

Consideration to Approve SPLOST Funds for Highland Park Improvements

Mayor Deen thanks Lieutenant Allen, Chief Breletic and the Prison Detail for all the hard work on Highland Park. Mayor Deen goes over the list of proposals he has. Mayor Deen would like a second bike rack. Reiser asked about a drinking fountain for pets to have water. Pelote thinks that the drinking fountain for pets would be a good idea. Johnson agrees with the idea of the drinking fountain for pets. Reiser thinks this will encourage more people to use the Trail.

Johnson made a Motion to Approve SPLOST Funds for Highland Park Improvements. Reiser seconded the Motion. **Motion passed unanimously.**

Consideration to Approve the City Manager to coordinate with the County regarding the Guyton Prison Work Detail

Sawyer states that in the Agenda Packet there is a Contract with respect to the Prison Work Detail. It is a Fiscal Year Contract. \$47,000 a year to pay for an Officer to work with that Detail. The City needs to acquire a 15-passenger van and put a cage in it

Reiser made a Motion to Approve the City Manager to coordinate with the County regarding the Guyton Prison Works Detail. Pelote seconded the Motion. **Motion passed unanimously.**

Consideration to Approve the use of SPLOST Funds to pay the Guyton Prison Work Detail and to purchase needed Transportation and Equipment for this Detail

Sawyer and the City Attorney has discussed this at length today. Perkins was made aware of an Article on a Website regarding this item on the Agenda and the Article implied that there was impropriety there. Perkins states that this matter was appropriate for the use of SPLOST Funds. Perkins discusses and reads the Statute that applies to the use of SPLOST Funds.

Johnson made a Motion to Approve the use of SPLOST Funds to pay the Guyton Prison Work Detail and to purchase needed Transportation and Equipment for this Detail. Lee seconded the Motion. **Motion passed unanimously.**

Consideration to Approve an Intergovernmental Agreement with Effingham County regarding the Guyton Prison Work Detail.

Sawyer states that this Agreement outlines the Agreement with the City and County regarding the Detail.

Reiser made a Motion to Approve an Intergovernmental Agreement with Effingham County regarding the Guyton Prison Work Detail. Pelote seconded the Motion. **Motion passed unanimously.**

Consideration to Approve the New Guyton Insurance Rates

Sawyer states that our insurance rates are going up around \$300 a person. Nine people are on the this plan the cost will rise by \$4,218.48 a year. Deen asked if this would be a Budget Amendment. Sawyer states that it would.

Reiser made a Motion to Approve the New Guyton Insurance Rates. Johnson seconded the Motion. **Motion passed unanimously.**

Consideration to Authorize the City Manager to bid Banking Services for the City of Guyton

Sawyer states that the City has a good amount of money in our Accounts and Sawyer thinks that the City we can get some interest on our Accounts. RFP will go out to all the Banks in our area.

Pelote made a Motion to Authorize the City Manager to bid Banking Services for the City of Guyton. Reiser seconded the Motion. **Motion passed unanimously.**

Consideration to Approve the use of SPLOST Funds to pay for a new Server and Switch for the City of Guyton.

Sawyer states that the City has servers that are antiquated at City Hall and at the Police Department and that the City needs new Servers. Georgia Technologies will help the City with this.

Reiser made a Motion to Approve the use of SPLOST Funds to pay for a new Server and Switch for the City of Guyton. Johnson seconded the Motion. **Motion passed unanimously.**

Consideration to Approve a New Phone System for the City of Guyton

Sawyer states that this can't be used out of SPLOST Funds. The City needs 10 phones. Georgia Technologies will supply the new phone system. Deen states that there is no upfront cost. The City can transfer calls to their cell phones. Reiser states that this an improvement over a landline.

Pelote made a Motion to Approve a New Phone System for the City of Guyton. Reiser seconded the Motion. **Motion passed unanimously.**

General Government

Guyton Gym Windows – Bill Sawyer – The City will be coming back to Council regarding this

GEMA Generator Grant – Bill Sawyer – Working with EOM on this Grant

Crossgate – Guardrails - Bill Sawyer – Bid December the 1st at 3:00 p.m. and 3:30 p.m.

TSPOLST – Bill Sawyer – April 1, 2021 the City will receive this money

Dates to Remember

Wednesday, November 11, 2020 – City Hall will be closed for Veterans Day

Wednesday, November 18, 2020 and Thursday, November 19, 2020 at 9:00 a.m. – City Council Retreat - C.D. Dean, Jr., Public Safety Complex, Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Tuesday, November 24, 2020 at 6:00 p.m., Planning and Zoning Committee Public Hearing – Vandiver Tract – Hwy 17 – Annexation, C.D. Dean, Jr., Public Safety Complex, Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Tuesday, November 24, 2020 at 7:00 p.m., Planning and Zoning Committee Meeting, C.D. Dean, Jr., Public Safety Complex, Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Thursday, November 26, 2020 and Friday, November 27, 2020 – City Hall will be closed for Thanksgiving Day and the Day after Thanksgiving

Tuesday, December 1, 2020 at 7:00 p.m., City Council Workshop, located at the C.D. Dean, Jr., Public Safety Complex, Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Tuesday, December 8, 2020 at 6:00 p.m. – City Hall Public Hearing - Vandiver Tract – Hwy 17 – Annexation, C.D. Dean, Jr., Public Safety Complex, Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Tuesday, December 8, 2020 at 7:00 p.m., City Council Meeting, located at the C.D. Dean, Jr., Public Safety Complex, Guyton Gymnasium, 505 Magnolia Street, Guyton, GA 31312

Thursday, December 24, 2020 and Friday, December 25, 2020 – City Hall will be closed for Christmas Eve and Christmas

Public Comments (will be limited to Agenda Items only)

Andy Harville wants to know if Perkins agrees that SPLOST can't be used for a salary. Perkins states that he thinks that you can use SPLOST Funds to pay someone's salary.

Consideration to Adjourn this Meeting

Reiser made a Motion at 8:14 p.m. Pelote seconded the Motion. **Motion passed unanimously.**

Russ Deen, Mayor

Tina Chadwick, City Clerk



City of Guyton
City Council Retreat
November 18, 2020 – 9:00 a.m.

MINUTES OF RETREAT

Call to Order

The November 18, 2020 City of Guyton City Council Retreat was called to order by Mayor Russ Deen at approximately 9:00 a.m. Mayor Russ Deen, Mayor Pro Tem Michael Johnson, Sr., Council Member Joseph Lee, Council Member Hursula Pelote and Council Member T. Marshall Reiser were present at this Retreat.

Other staff Present: City Manager Bill Sawyer and City Clerk Tina Chadwick were present.

TOPICS FOR DISCUSSION

- a. Mayor Deen made opening remarks and named a few successes such as Municode, hiring Tina Chadwick as City Clerk, Interim City Manager Brett Bennett and Interim City Clerk, Linda Rineair. There is Council cohesion and City Hall is in Order. The City has hired a Police Chief, James Breletic and we have hired two full time police officers as well as two new police vehicles.
- b. Status of the City – Bill Sawyer

City Manager, Bill Sawyer discussed all of the successes that this Mayor and Council have achieved this year. Sawyer discussed that the City has passed a balanced Budget and reduced the Millage Rate. This Council has passed a Zoning Ordinance, Subdivision Regulations and Building Regulations. A list below are just some of the accomplishments that have been achieved this year.

- Georgia Technologies
- City Website
- Spatial Engineering
- EOM
- Sell Fire Equipment
- Ethics Committee
- Ben Perkins – City Attorney
- Bill Sawyer – City Manager
- Matthew Caines - Accountant
- Emergency Ordinances – COVID-19
- CARES ACT Funding – Grant for Businesses affected by COVID-19 in the City
- Monthly Workshops
- Recreation Trail Grant

CDBG Grant
GEMA Generator Grant
SPLOST Projects
Census Award
Sanitation
Finance – Efficient and Stable

c. Service Delivery Strategy – Wesley Corbitt

Corbitt explained in detail HB – 49 – Service Delivery Act.
Four Revenues to set up a Special Service District – Property Tax, Special Tax Assessment, Insurance Premium Tax, User Fee and Impact Fees

d. GMA Services – Pam Helton

Helton discussed some of the Services that are provided by GMA
Insurance – GIRMA
Public Inmate Liability Insurance
Cyber Security
Safety Grant – The City of Guyton has this Grant
Worker’s Compensation Insurance
Debt Collection Service

e. Policy Updates Pam Helton and Ben Perkins

Helton discussed having a driving simulator brought in for the Police Department to us
Code Enforcement
Municode
Perkins discussed updating the Personnel Policy, Financial Policy and the City Charter.

Deen made on Motion at 3:28 p.m. to move from the Retreat into an Executive Session.
Johnson seconded the Motion. **Motion passed unanimously.**

f. City Update – Ben Perkins

Perkins gave a brief update of the City Policies.

Russ Deen, Mayor

Tina Chadwick, City Clerk



City of Guyton
City Council Retreat
November 19, 2020 – 9:00 a.m.

MINUTES OF RETREAT

Call to Order

The November 19, 2020 City of Guyton City Council Retreat was called to order by Mayor Russ Deen at approximately 9:00 a.m. Mayor Russ Deen, Mayor Pro Tem Michael Johnson, Sr., Council Member Joseph Lee, Council Member Hursula Pelote and Council Member T. Marshall Reiser were present at this Retreat.

Other staff Present: City Manager Bill Sawyer and City Clerk Tina Chadwick were present.

TOPICS FOR DISCUSSION

a. Water Billing – Jenna Tidwell

To start the meter reading process there are steps to export the meter ID's, once completed EOM is sent to collect the meter reads around the City. After that is completed is when the meter reads are imported, usually we have about 25-30 missed reads to manually read which I enter into the system. For high bills we like to run a diagnostic to understand how much water is going through the meter down to the hour. I like to run a high read report to catch abnormally high reads to get the diagnostic process already started before the bills are processed and sent to the resident. Once we get the diagnostic completed, the diagnostic is then gone over with the resident to figure out what could be the cause. Every case is like an unsolved puzzle. Once we figure out the problem if there is a leak, once the leak is fixed and a second diagnostic show the leak is fixed a 6-month average sewer adjustment is then submitted to the City Manager for approval. Reiser then asked how many water customers we have, we have roughly around 1280 active customers. Pelote asked how I would handle irate customers. I stated I would try to calm them down and try to figure out the problem but if they continued to be irate I would get a supervisor or manager to speak with them and if no manager or supervisor was available I would ask them to leave and return when one is available. Deen asked to elaborate on how the building process works. The builders must submit a building permit application along with two copies of the plat and 2 copies of the plans. Once reviewed and signed by the City manager I meet with the building inspector to hand over the plans. They have 7-10 business days to approve or deny the plans. Once I receive the plans, I must go to generate the building permit; I create a parcel number going by the Effingham Tax assessor's website, make sure all the builders and mechanical, plumbing, electrical company are in the system. If not, I must add them into the system and make sure Edmunds has the correct fee amount generate the invoice to the permit and the tap and

sewer fees (if applicable) I then let the builders know the permit is ready for pick up along with the price due to the City. Once the permit and tap fees are paid for, I must create an account through Edmunds and generate a work order to submit to EOM to install a new water meter. Once EOM installs the meter and sends the completed work order, I then must input the meter ID into Edmunds and activate the account to start building the builder. Now, after all the inspections are complete and I receive a final inspection that is approved by the building inspector I then create a Certificate of Occupancy. If there are any reinspection fees to be made the fees are paid before the Certificate of Occupancy is released to the builder. At the end of every month I must report every building permit along with the estimated cost of the home to the Census Bureau. The prior month it was reported 18 new construction permits which the total estimated value of the homes were \$4,154,675.00. Once the new owners come to City Hall to set up service after the closing a new account is created in their name. Water customer only pay a \$75 fee to start service, water and sewer customers pay a \$150 fee to start service. There is no deposit to apply towards the final bill. Mr. Lee asked if a builder can use one meter to connect and build 5 houses. You can and the water usage will still be charged to the builder however, when it comes time to complete the build the builder will need a separate water meter for each home.

b. Status of the Police Department – Chief Breletic

GCIC check done – this has never been done on the City before. Guyton received 100%

Chief Breletic is in the process of writing a Policy and Procedures Manual

Police Department has five full time officers now

The Police Department has more of a presence in the Community.

Working on getting video

Talked about 24-hour coverage

c. Personnel Needs – Bill Sawyer and Chief Breletic

Sawyer – Zoning Administrator

Give Raises to Employees – Council agreed

Chief Breletic – Would like to hire more Police Officers – 24-hour coverage

d. Economic Development – Erin Phillips

Community Development Director from Springfield came and discussed the possibility of Guyton having a Downtown Development Authority

e. WWTP Process – Charlie Heino

Heino stated that the City of Guyton has three Wells. 33% of water capacity – Seven Lift Stations

Russ Deen, Mayor

Tina Chadwick, City Clerk

**STATE OF GEORGIA
CITY OF GUYTON**

ORDINANCE # 2020-15

AN ORDINANCE TO ANNEX CERTAIN PROPERTY INTO THE CITY OF GUYTON, GEORGIA PURSUANT TO CHAPTER 36 OF TITLE 36 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED, AND TO AMEND THE ZONING ORDINANCE AND OFFICIAL ZONING MAP OF THE CITY OF GUYTON, GEORGIA, AS AMMENDED, TO REZONE CERTAIN PROPERTY OWNED BY THE ESTATE OF LUVERN VANDIVER, CURRENTLY KNOWN AS EFFINGHAM COUNTY PARCEL NO. 02950053, LOCATED ON HIGHWAY 17, APPROXIMATELY 0.19 MILES SOUTH FROM THE INTERSECTIONS OF HIGHWAYS 17 AND 119, IN GUYTON, GEORGIA, FROM EFFINGHAM COUNTY ZONING CLASSIFICATION AR-1 TO CITY OF GUYTON ZONING CLASSIFICATIONS R-1 AND C-2; TO REPEAL ALL ORDINANCES IN CONFLICT HERewith; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

IT IS HEREBY ORDAINED 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. That the area contiguous to the City of Guyton, currently known as Effingham County Parcel No. 02950053, being located on Highway 17, approximately 0.19 miles south from the intersection of Highways 17 and 119, in Guyton, Georgia as more fully described in Appendix A, which is attached to and incorporated as part of this ordinance, is hereby annexed into the City of Guyton and is made a part of said city.

SECTION 2. That the zoning ordinance and Official Zoning Map of the City of Guyton, Georgia, as amended, be amended so that 103.09 acres of the above-described property shall be rezoned from Effingham County zoning classification AR-1 to City of Guyton zoning classification R-1, as shown on Appendix B.

SECTION 3. That the zoning ordinance and Official Zoning Map of the City of Guyton, Georgia, as amended, be amended so that 8.41 acres of the above-described property shall be rezoned from Effingham County zoning classification AR-1 to City of Guyton zoning classification C-2, as shown on Appendix B.

SECTION 4. That the City Zoning Official and/or the City Clerk of Guyton is instructed to send a report that includes certified copies of this ordinance to Effingham County, the county in which the property being annexed is located, and a letter from the City stating the intent to add the annexed area to Census maps during the next survey and stating that the survey map will be completed and returned to the Census Bureau, to the Department of Community Affairs, and to the governing authority of Effingham County, within thirty (30) days after the effective date of the annexation and re-zoning as set forth above in Sections 1 through 3.

SECTION 5. This ordinance shall become effective on the 1st day of _____, 20 ____.

SECTION 6. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

ADOPTED this ____ day of _____, 20 ____ by the Mayor and Council Members of the City of Guyton, Georgia.

THE CITY OF GUYTON, GEORGIA

By: _____
Russ Deen, Mayor

BBy: _____
Michael Johnson, Sr., Mayor Pro Tem

By: _____
Hursula Pelote, Councilwoman

By: _____
Marshall Reiser, Councilman

By: _____
Joseph Lee, Councilman

By: _____
William W. Sawyer, Jr., City Manager

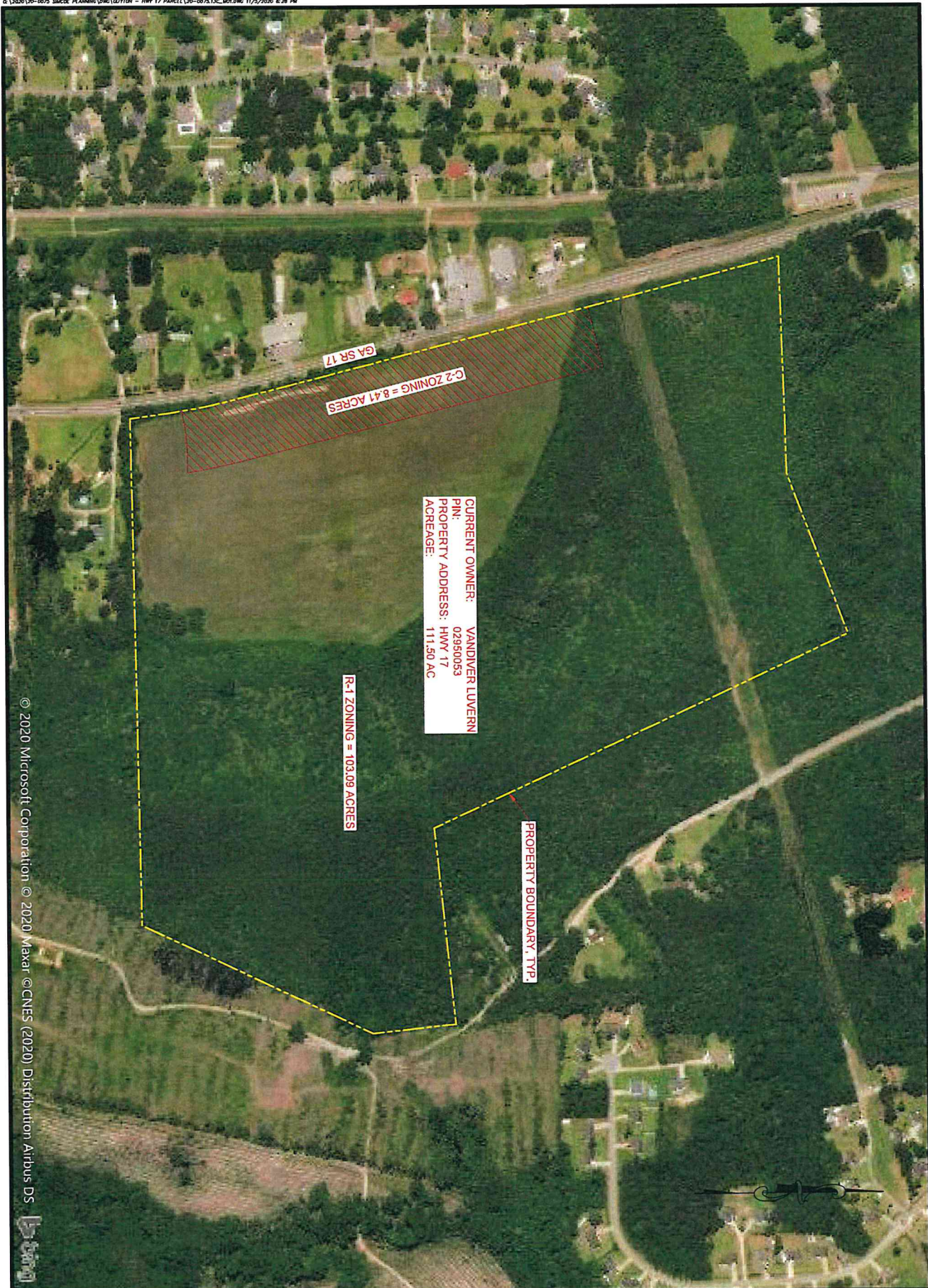
Attested: _____
Tina Chadwick, City Clerk

APPENDIX A

All that certain tract or parcel of land situate, lying and being adjacent to the corporate limits of the Town of Guyton in the 10th G.M. District of Effingham County, Georgia, containing One Hundred Eleven and Five-tenths (111.5) acres, more or less, which is bounded on the north by the land of Williams, lands of Carpenter and by lands of Holly Haven Gun Club; on the east by lands of Yarborough and lands of Holly Haven Gun Club; on the southeast by lands of Griner; on the south by lands of Charles Helmly; and on the west and northwest by the eastern right-of-way of State Highway Number 17. Said tract or parcel of land being better described by a plat thereof according to survey made by Paul Weitman, County Surveyor, July 18, 1966, which is recorded in Book I, (eye), page 154 of the County Surveyor's Records of Effingham County, Georgia, reference to which plat and record thereof is hereby had and made for the purpose of a more ample description.

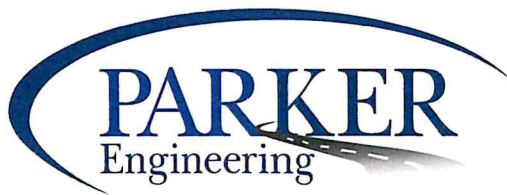
This being the same property conveyed by deed from Carswell Realty Company, Inc. to G. F. Vandiver and Luvern Vandiver dated January 6, 1970 and recorded in the Office of the Clerk of Superior Court of Effingham County, Georgia in Deed Book 150, page 272.

APPENDIX B



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<p>PROJECT NO.: 20200113</p> <p>DESIGNED BY: N/A</p> <p>SUPPLIED BY: N/A</p> <p>CHECKED BY: N/A</p> <p>SCALE: 1" = 100'</p> <p>DATE: 10/29/2020</p>	<p>ANNEXATION & REZONING EXHIBIT</p> <p>VANDIVER TRACT</p> <p>HIGHWAY 17 GUYTON, GA</p> <p>Prepared for: CITY OF GUYTON</p>	 <p>EMC ENGINEERING SERVICES, INC.</p> <p>10 Chatham Center South, Suite 100 Savannah, GA 31405 PH: (912) 236-6533 FAX: (912) 233-4540 savannah@emceng.com www.emc-eng.com</p> <p>ENVIRONMENTAL</p> <p>ALBANY • ATLANTA • AUGUSTA • BRUNSWICK • COLUMBUS SAVANNAH • STATESBORO • THOMASTON • VALDOSTA • WARNER ROBINS</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>NO.</th> <th>REVISION DESCRIPTION</th> <th>DATE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	NO.	REVISION DESCRIPTION	DATE																															<p>PROJECT NO.: 20200113</p> <p>SHEET NO.: 1</p> <p>OF 1</p>
NO.	REVISION DESCRIPTION	DATE																																			



December 2nd, 2020

Bill Sawyer
City Manager
PO Box 797
Guyton, GA 31312

**RE: City of Guyton, GA
4th Street Extension/Griffin Street Safety Improvements (PE20178)**

Dear Mr. Sawyer,

As you are aware, bids were received and opened for the above referenced project on December 1st, 2020 at 3:30 PM. We have checked and tabulated the bids received. We have determined that Shamgar, Inc. is the low bidder for this project when evaluated on the basis of Alternate #1.

Since the low bidder appears to have adequate experience and technical ability to complete this project, Parker Engineering recommends the project be awarded to Shamgar, Inc. in an amount equal to the Alternate #1 bid amount of \$71,795.66.

We are enclosing one copy of the "Bid Tabulation" for your file and a copy of the Notice of Award for this project. Please execute the Notice of Award and return it to our office as soon as possible. We will prepare three (3) sets of contract documents and forward them to you when the Contractor has executed the Agreement and delivered all the necessary bonds, insurance, etc.

If you have any questions or need any additional information, please call us.

Sincerely,

A handwritten signature in blue ink that reads "Wesley Parker". The signature is written in a cursive style.

G. Wesley Parker, P.E.

encl: Bid Tabulation, Notice of Award, Resolution

cc: Lindsey Thomas, Parker Engineering, LLC
Russ New, Shamgar, Inc.

**SECTION 00621
NOTICE OF AWARD**

PROJECT DESCRIPTION:

4TH STREET EXTENSION/GRIFFIN STREET SAFETY IMPROVEMENTS

The OWNER has considered the BID submitted by you on December 1st, 2020 for the above described WORK in response to its Advertisement for Bids and Instruction to Bidders.

You are hereby notified that your BID has been accepted for items in the amount of Seventy one thousand seven hundred ninety five dollars and sixty six cents. (\$71,795.66)

You are required by the Instructions to Bidders to execute the Agreement and furnish the required CONTRACTOR's Performance BOND, Payment BOND and Certificates of Insurance within fifteen (15) calendar days from the date of the Notice to you.

If you fail to execute said Agreement and to furnish said BONDS within fifteen (15) days from the date of this notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE of AWARD to the OWNER.

Dated this _____ day of _____, 20__.

CITY OF GUYTON

Signature

By: Bill Sawyer
Title: City Manager

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged this ____ day of _____, 20__.

Signature

By: _____

Title: _____

BID TABULATION FOR ALL BIDS
 RECEIVED AT 310 Central Boulevard, Guyton, GA 31312
 ON December 1st, 2020 AT 3:30 PM

PARKER ENGINEERING, LLC
 36 COURTLAND STREET, SUITE B
 STATESBORO, GA 30458

PROJECT:				BIDDERS:							
City of Guyton 4th Street Extension/Griffin Street Safety Improvements PROJECT NO.: PE20178				Shamgar, Inc. 704 Old River Road Bloomingdale, GA 31302		Y-Delta, Inc. 5657 Lakeview Road Statesboro, GA 30461		E&D Contracting Services 2001 Mills B. Lane Blvd. Savannah, GA 31405		L&L Utilities 746 Robert Webb Road East Dublin, GA 31027	
ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
ITEM 1 - Site Work											
a.	1	LS	Mobilization/Traffic Control	\$ 1,500.00	\$ 1,500.00	\$ 4,500.00	\$ 4,500.00	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	\$ 20,000.00
b.	1	LS	Clearing	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 8,100.00	\$ 8,100.00	\$ 20,000.00	\$ 20,000.00
c.	1	LS	Grading Complete	\$ 17,000.00	\$ 17,000.00	\$ 33,600.00	\$ 33,600.00	\$ 24,324.00	\$ 24,324.00	\$ 20,000.00	\$ 20,000.00
d.	230	LF	Wooden Guardrails	\$ 20,000.00	\$ 4,600,000.00	\$ 123.65	\$ 28,439.50	\$ 132.00	\$ 30,360.00	\$ 175.00	\$ 40,250.00
e.	16	LF	15" RCP	\$ 250.00	\$ 4,000.00	\$ 205.11	\$ 3,281.76	\$ 162.00	\$ 2,592.00	\$ 220.00	\$ 3,520.00
f.	8	LF	18" RCP	\$ 375.00	\$ 3,000.00	\$ 209.26	\$ 1,674.08	\$ 189.00	\$ 1,512.00	\$ 225.00	\$ 1,800.00
g.	16	LF	30" RCP	\$ 218.25	\$ 3,492.00	\$ 246.89	\$ 3,950.24	\$ 196.00	\$ 3,136.00	\$ 245.00	\$ 3,920.00
h.	48	LF	36" RCP	\$ 145.83	\$ 6,999.84	\$ 286.49	\$ 13,751.52	\$ 209.00	\$ 10,032.00	\$ 260.00	\$ 12,480.00
i.	1	LS	Erosion Control	\$ 2,000.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00	\$ 6,000.00	\$ 5,250.00	\$ 5,250.00
j.	1	LS	Grassing	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 8,108.00	\$ 8,108.00	\$ 3,500.00	\$ 3,500.00
TOTAL BASE BID OF THE ITEMS ABOVE				\$	4,642,991.84	\$	99,697.10	\$	112,164.00	\$	130,720.00
BID TOTAL SUPPLIED BY CONTRACTOR				\$	63,000.00	\$	99,697.10	\$	112,064.00	\$	130,720.00
ITEM 2 - Alternate #1 - Metal Guardrails (Replaces Wooden Guardrails)											
a.	230	LF	1" Metal Guardrails (Substitutes 1d)	\$ 125.234	\$ 28,803.82	\$ 102.69	\$ 23,618.70	\$ 105.00	\$ 24,150.00	\$ 233.00	\$ 53,590.00
TOTAL BASE BID WITH ALTERNATE #1 OF THE ITEMS ABOVE				\$	71,795.66	\$	94,876.30	\$	105,954.00	\$	144,060.00
BID TOTAL WITH ALTERNATE #1 SUPPLIED BY CONTRACTOR				\$	71,804.00	\$	94,876.30	\$	105,954.00	\$	53,590.00

* Contractor errors are shown in red.

I hereby certify that this Bid Tabulation is a true and accurate representation of all Bids received on December 1st, 2020 at 3:30 PM.

Lindsay Thomas

Lindsay Thomas, Parker Engineering, LLC

RESOLUTION NUMBER R2020-08

WHEREAS bids were received by the City of Guyton on December 1st, 2020 for the 4th Street Extension/Griffin Street Safety Improvements Project, and

WHEREAS the low responsible, responsive bidder is Shamgar, Inc. of Bloomingdale, Georgia with an Alternate #1 bid in the amount of \$71,795.66; and

WHEREAS the low bidder, Shamgar, Inc. of Bloomingdale, Georgia appears to have the necessary financial and technical ability to complete the project, and

BE IT THEREFORE resolved the City of Guyton hereby makes contract award of the construction contract to Shamgar, Inc. in the amount of \$71,795.66. This Award is subject to the City's approval of the contract documents.

THIS RESOLUTION was passed by a vote of ____ to ____ at a City Council Meeting held on _____.

CITY OF GUYTON

Russ Deen, Mayor

Attest: _____
Tina Chadwick, City Clerk

Michael Johnson, Sr., Mayor Pro Tem

Joseph Lee

Hursula Pelote

Marshall Reiser

Bill Sawyer, City Manager



December 1st, 2020

Bill Sawyer
City Manager
PO Box 797
Guyton, GA 31312

**RE: City of Guyton, GA
Crossgate Subdivision Drainage Improvements (PE16168)**

Dear Mr. Sawyer,

As you are aware, bids were received and opened for the above referenced project on December 1st, 2020 at 3:00 PM. We have checked and tabulated the bids received. We have determined that Tim Lanier Construction, LLC is the low bidder for this project when evaluated on the basis of the base bid amount.

Since the low bidder appears to have adequate experience and technical ability to complete this project, Parker Engineering recommends the project be awarded to Tim Lanier Construction, LLC in an amount equal to the base bid amount of \$41,090.00.

We are enclosing one copy of the "Bid Tabulation" for your file and a copy of the Notice of Award for this project. Please execute the Notice of Award and return it to our office as soon as possible. We will prepare three (3) sets of contract documents and forward them to you when the Contractor has executed the Agreement and delivered all the necessary bonds, insurance, etc.

If you have any questions or need any additional information, please call us.

Sincerely,

A handwritten signature in blue ink that reads "Wesley Parker". The signature is written in a cursive style.

G. Wesley Parker, P.E.

encl: Bid Tabulation, Notice of Award, Resolution

cc: Tina Chadwick, City of Guyton
Lindsey Thomas, Parker Engineering, LLC

BID TABULATION FOR ALL BIDS
 RECEIVED AT 310 Central Boulevard, Guyton, GA 31312
 ON December 1st, 2020 AT 3:00 PM

PARKER ENGINEERING, LLC
 36 COURTLAND STREET, SUITE B
 STATESBORO, GA 30458

PROJECT:		CITY OF GUYTON		CROSSGATE SUBDIVISION DRAINAGE IMPROVEMENTS		PROJECT NO.: PE16168	
ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
ITEM 1 - Drainage Improvements							
a.	1	LS	Mobilization	\$ 840.00	\$ 840.00	\$ 2,500.00	\$ 2,500.00
b.	1	LS	Grading Complete	\$ 7,500.00	\$ 7,500.00	\$ 6,000.00	\$ 6,000.00
c.	1	LS	Permanent and Temporary Grassing including seeding, fine grading, fertilizing, and all necessary appurtenances to establish an acceptable stand of grass	\$ 3,500.00	\$ 3,500.00	\$ 3,000.00	\$ 3,000.00
d.	3	EA	Grate Inlet	\$ 2,000.00	\$ 6,000.00	\$ 2,881.17	\$ 8,643.51
e.	450	LF	18" RCP	\$ 35.00	\$ 15,750.00	\$ 46.35	\$ 20,857.50
f.	1	EA	Roof Inlet	\$ 2,500.00	\$ 2,500.00	\$ 3,957.37	\$ 3,957.37
g.	95	SY	Remove Asphalt and Replace with 6" Thick Concrete	\$ 20.00	\$ 1,900.00	\$ 60.00	\$ 5,700.00
h.	60	SY	Remove Concrete and Replace with 6" Thick Concrete	\$ 20.00	\$ 1,200.00	\$ 65.00	\$ 3,900.00
i.	10	SY	Stone Dumped Rip Rap	\$ 50.00	\$ 500.00	\$ 75.00	\$ 750.00
j.	4	EA	Inlet Sediment Trap	\$ 150.00	\$ 600.00	\$ 150.00	\$ 600.00
k.	5	EA	Water Lateral Conflicts	\$ 100.00	\$ 500.00	\$ 200.00	\$ 1,000.00
l.	2	EA	UGT Conflicts	\$ 100.00	\$ 200.00	\$ 1,000.00	\$ 2,000.00
m.	1	EA	UGP Conflicts	\$ 100.00	\$ 100.00	\$ 1,000.00	\$ 1,000.00
TOTAL BASE BID OF THE ITEMS ABOVE				\$	41,090.00	\$	59,908.38
BID TOTAL SUPPLIED BY CONTRACTOR				\$	41,090.00	\$	59,908.38
				\$	67,000.00	\$	74,662.75

I hereby certify that this Bid Tabulation is a true and accurate representation of all Bids received on December 1st, 2020 at 3:00 PM.

Lindsay Thomas
 Lindsay Thomas Parker Engineering, LLC

**SECTION 00621
NOTICE OF AWARD**

PROJECT DESCRIPTION:

CROSSGATE SUBDIVISION DRAINAGE IMPROVEMENTS

The OWNER has considered the BID submitted by you on December 1st, 2020 for the above described WORK in response to its Advertisement for Bids and Instruction to Bidders.

You are hereby notified that your BID has been accepted for items in the amount of Forty one thousand ninety dollars and no cents. (\$41,090.00)

You are required by the Instructions to Bidders to execute the Agreement and furnish the required CONTRACTOR's Performance BOND, Payment BOND and Certificates of Insurance within fifteen (15) calendar days from the date of the Notice to you.

If you fail to execute said Agreement and to furnish said BONDS within fifteen (15) days from the date of this notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE of AWARD to the OWNER.

Dated this _____ day of _____, 20__.

CITY OF GUYTON

Signature

By: Bill Sawyer
Title: City Manager

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged this ____ day of _____, 20__.

Signature

By: _____

Title: _____

RESOLUTION NUMBER R2020-09

WHEREAS bids were received by the **City of Guyton** on December 1st, 2020 for the **Crossgate Subdivision Drainage Improvements Project**, and

WHEREAS the low responsible, responsive bidder is **Tim Lanier Construction, LLC** of **Statesboro**, Georgia with a bid in the amount of **\$41,090.00**; and

WHEREAS the low bidder, **Tim Lanier Construction, LLC** of **Statesboro**, Georgia appears to have the necessary financial and technical ability to complete the project, and

BE IT THEREFORE resolved the **City of Guyton** hereby makes contract award of the construction contract to **Tim Lanier Construction, LLC** in the amount of **\$41,090.00**. This Award is subject to the City's approval of the contract documents.

THIS RESOLUTION was passed by a vote of ____ to ____ at a City Council Meeting held on _____.

CITY OF GUYTON

Russ Deen, Mayor

Attest: _____
Tina Chadwick, City Clerk

Micahel Johnson Sr., Mayor Pro Tem

Joseph Lee

Hursula Pelote

Marshall Reiser

Bill Sawyer, City Manager



Effingham County Fire, Rescue & EMA

601 North Laurel St. Springfield, GA 31329
Phone (912) 754-8888 Fax (912) 754-8855



November 2020 Monthly Report

Responses

Structure Fire:	7
Fire Alarm:	50
Vehicle Fire:	3
Brush/Rubbish Fire:	6
MVC:	31
MVC w/ Fatality:	2
Public Assist:	41
Medical:	176
Hazardous Material:	1
Total:	317

Notable Incidents:

- 11/01/2020 MVC w/ Fatality Hwy 17 N@ Griffin Lake Rd
- 11/03/2020 Structure Fire Ladessie Zeigler Rd
- 11/20/2020 MVC w/ Fatality I-16 @ Old River Rd
- 11/28/2020 Vehicle/Structure Fire Roebing Rd
- 11/28/2020 Structure Fire Mt. Pleasant Rd
- 11/30/2020 Structure Fire Southern Charm Way

Operations/Prevention/Training

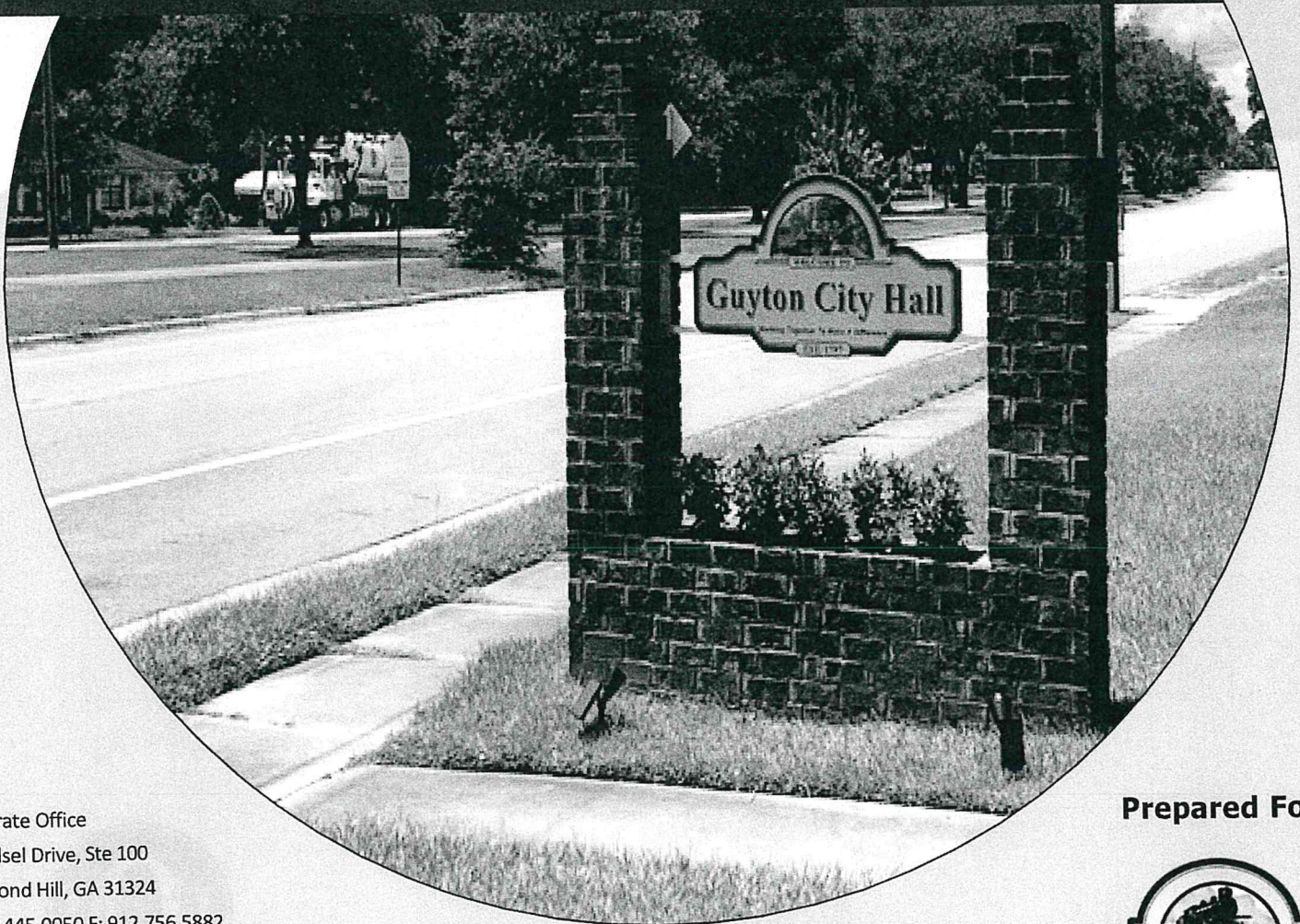
- Provided coverage to Screven County due to a Firefighter funeral
- Completed annual GBI audit
- Attended annual EMAG meeting @ GA Public Safety Training Center
- Performed annual large-diameter hose testing (20,000' +/-)

Department Reports



MONTHLY REPORT

October 2020



Corporate Office
480 Edsel Drive, Ste 100
Richmond Hill, GA 31324
P: 912.445.0050 F: 912.756.5882
www.eomworx.com

Prepared For



Expect More. Live Better.

**“Your solution to a better,
more sustainable tomorrow**

”



December 4, 2020
CC: Kristen Ahtziger

William W. Sawyer, City Manager
City of Guyton
310 Central Blvd.
Guyton, GA 31312

Re: October 2020 Monthly Activity Report

Dear Mr. Sawyer,

It is with great pleasure I present to you the Monthly Public Works Activity Report for October 2020. Our team continues to strive to provide superior service to you and your citizens alike. Here are some highlights from the month:

- The municipal groundwater system produced 7.71 MG of drinking water.
- The waste treatment facility processed 2.94 MG of wastewater to the treatment pond and 3.00 MG to the sprayfields.
- Created stormwater brochures for distribution as part of the the Watershed Protection Plan public outreach requirements.

Please contact us if you have any questions or concerns.



Respectfully,

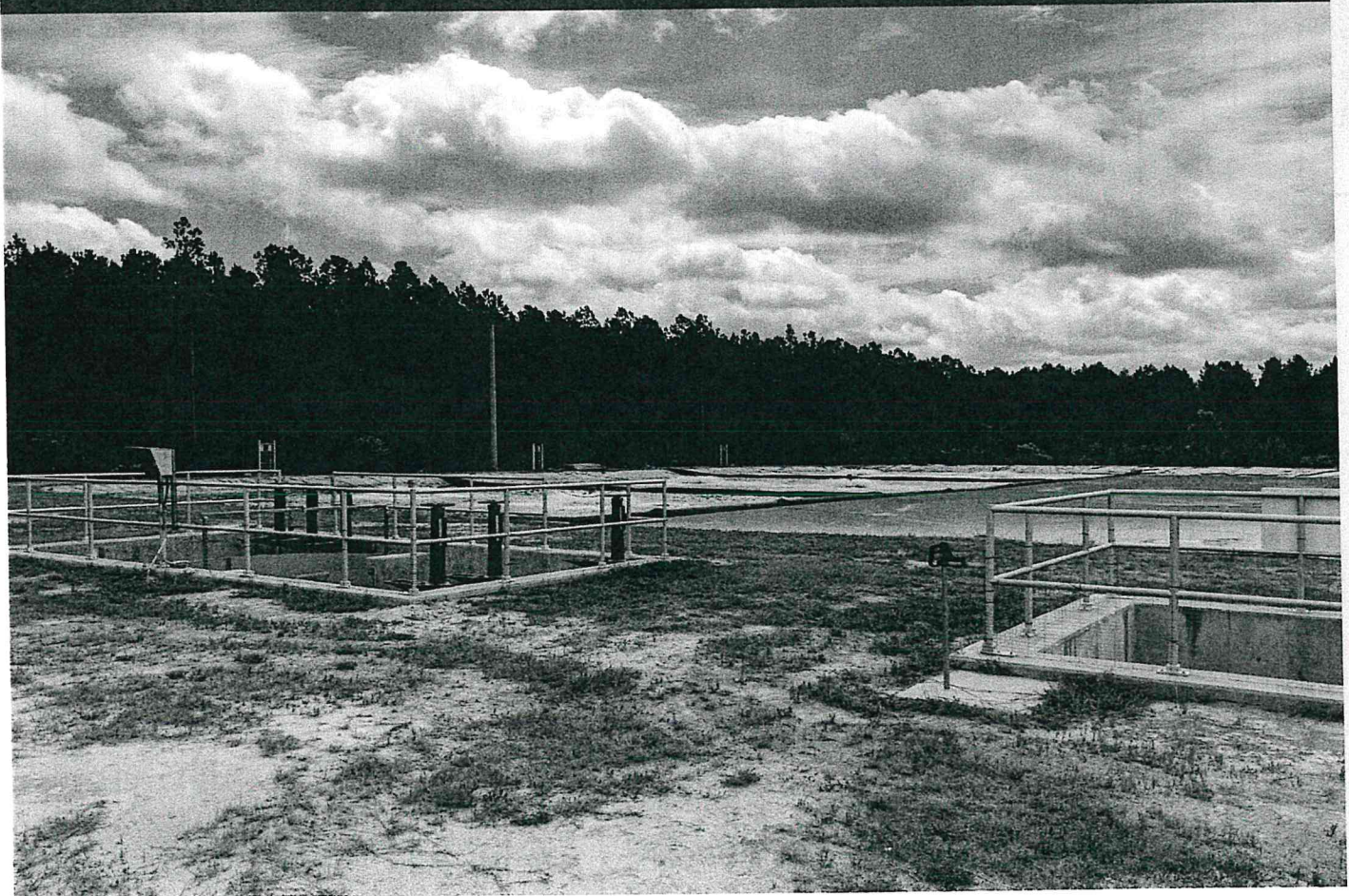

Charles Heino, MPA
Project Manager



// Contents

Project Manager Letter	04
Wastewater Treatment Report	05
Collections & Distributions Report	12
Administration Report	20

Wastewater Treatment Report October 2020



STATE OF GEORGIA LAS PERMIT
DISCHARGE MONITORING REPORT

PERMITTEE NAME / ADDRESS (Include Facility Name / Location if Different)
 NAME City of Guyton
 ADDRESS PO Box 99
 Guyton, GA 31312
 FACILITY City of Guyton WPCP
 LOCATION Riverside Drive, Effingham County

GAJ040010
 PERMIT NUMBER
 001-1 B.1.
 DISCHARGE NUMBER

MONITORING PERIOD

YEAR	MO	DAY	YEAR	MO	DAY
20	10	01	20	10	31

Treatment Plant

NOTE: Read instructions before completing this form.

PARAMETER	X	QUANTITY OR LOADING			QUALITY OR CONCENTRATION			UNITS	NO. EX.	FREQUENCY OF ANALYSIS	SAMPLE TYPE		
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM						
BOD, 5-day (20 deg. C) Raw Sew / Influent	SAMPLE MEASUREMENT	*****	*****	*****	*****	81	*****	mg/l	***	1/mo	grab		
	PERMIT REQUIREMENT	*****	*****	*****	*****	report mo ave	*****	mg/l		1/mo	grab		
BOD, 5-day (20 deg. C) Treatment Plant Effluent	SAMPLE MEASUREMENT	*****	*****	*****	*****	27	*****	mg/l	0	1/mo	grab		
	PERMIT REQUIREMENT	*****	*****	*****	*****	50 mo ave	*****	mg/l		1/mo	grab		
pH Treatment Plant Effluent	SAMPLE MEASUREMENT	*****	*****	*****	*****	7.5	7.5	SU	0	1/mo	grab		
	PERMIT REQUIREMENT	*****	*****	*****	*****	MINIMUM	MAXIMUM	SU		1/mo	grab		
Total Suspended Solids Raw Sew / Influent	SAMPLE MEASUREMENT	*****	*****	*****	*****	113	*****	mg/l	***	1/mo	grab		
	PERMIT REQUIREMENT	*****	*****	*****	*****	report mo ave	*****	mg/l		1/mo	grab		
Total Suspended Solids Treatment Plant Effluent	SAMPLE MEASUREMENT	*****	*****	*****	*****	27	*****	mg/l	0	1/mo	grab		
	PERMIT REQUIREMENT	*****	*****	*****	*****	50 mo ave	*****	mg/l		1/mo	grab		
Flow Treatment Plant Effluent	SAMPLE MEASUREMENT	0.09	0.0966	Mgd	*****	*****	*****	*****	0	daily	continuous		
	PERMIT REQUIREMENT	0.25 mo ave	0.3125 wk ave	Mgd	*****	*****	*****	*****		daily	continuous		
Nitrate-Nitrogen Treatment Pond	SAMPLE MEASUREMENT	*****	*****	*****	*****	*****	*****	(19)	***	1/qtr	grab		
	PERMIT REQUIREMENT	*****	*****	*****	*****	report mo ave	*****	mg/L		1/qtr	grab		
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER		TELEPHONE										DATE	
Marcus Hobgood		(912) 445-0050										2020 11 05	
Director of Wastewater Operations		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT										AREA CODE & NO	
TYPED OR PRINTED		Marcia Hobgood											

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here.)

STATE OF GEORGIA LAS PERMIT
DISCHARGE MONITORING REPORT

PERMITTEE NAME / ADDRESS (Include Facility Name / Location if Different)

NAME: City of Guyton

ADDRESS: PO Box 99
Guyton, GA 31312

FACILITY: City of Guyton WPCP
LOCATION: Riverside Drive, Effingham County

PERMIT NUMBER: **GAJ040010**

DISCHARGE NUMBER: **001-1 B.2.**

MONITORING PERIOD

YEAR	MO	DAY	TO	YEAR	MO	DAY
20	10	01		20	10	31

NOTE: Read instructions before completing this form.

PARAMETER	X	QUANTITY OR LOADING			QUALITY OR CONCENTRATION			UNITS	NO. EX.	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM				
BOD, 5-day (20 deg. C) Storage Pond Effluent	SAMPLE MEASUREMENT	*****	*****	*****	*****	26.0	*****	(19)	***	1/mo	grab
	PERMIT REQUIREMENT	*****	*****	*****	*****	report mo ave	*****	mg/L		1/mo	grab
pH Storage Pond Effluent	SAMPLE MEASUREMENT	*****	*****	*****	*****	7.7	7.7	(12)	***	1/mo	grab
	PERMIT REQUIREMENT	*****	*****	*****	*****	report min	report max	SU		1/mo	grab
Nitrogen, nitrate total (as N) Storage Pond Effluent	SAMPLE MEASUREMENT	*****	*****	*****	*****	*****	*****	(19)	***	1/qr	grab
	PERMIT REQUIREMENT	*****	*****	*****	*****	report mo ave	*****	mg/L		1/qr	grab
Flow Treatment Plant Effluent	SAMPLE MEASUREMENT	0.097	*****	(03)	*****	*****	*****	*****	***	daily	continuous
	PERMIT REQUIREMENT	report mo ave	*****	Mgd	*****	*****	*****	*****		daily	continuous
Solids, Sludge, Total Dry Weight	SAMPLE MEASUREMENT	0	*****	(55)	*****	*****	*****	*****	***	monthly	ch req
	PERMIT REQUIREMENT	report mo ave	*****	lb	*****	*****	*****	*****		monthly	ch req
Comments											
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.										
Marcus Hobgood Director of Wastewater Operations	<p>TELEPHONE: (912) 445-0050</p> <p>DATE: 2020 11 05</p> <p>SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT: <i>Marcus Hobgood</i></p> <p>AREA CODE & NO: _____ YEAR: _____ MO: _____ DAY: _____</p>										
TYPED OR PRINTED											

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here.)

DMR
GAJ040010

Oct-20

1. Groundwater Monitoring Wells

Well No.	Depth to GW in	pH std. units	Conductivity umhos/cm	Nitrate-N mg/l	F, Coliform #/100 ml
Freq =>	Monthly				
MW1 (DN)	81				
MW2 (DN)	70				
MW3 (DN)	59				
MW4 (DN)	61				
MW5 (UP)	85				

2. Sprayfield Soils

Location Identifier	pH std. units	CEC ¹ meq/100 g	% Base Sat. ¹ %	Total P mg/kg	Total K mg/kg	Total Ca mg/kg	Total Mg mg/kg	Total Zn mg/kg	Total Mn mg/kg
A									
B									
C									
D									
E									

¹Only required to analyze soil for CEC and % Base Saturation if pH has changed by greater than 1 standard unit from previous year's value.

3. Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name/Title of Principal Executive Officer	Signature of Principal Executive Officer or Authorized Agent	Date
Marcus Hobgood Director of Wastewater Operations	<i>Marcus Hobgood</i>	11/5/2020

* Please see attached lab results

City of Guyton
LAS

Facility Name: City of Guyton
Month: October

Sprayfield Summary

Spray Field Summary 9/1/2020 - 9/30/2020	Precip Tot In Inches/Day Daily	Treated Water To the Treatment Pond MGD	Treated Water Pumped to Spray Fields MGD	Field	Pump Run Time (Hours)	Field A Total Inches Applied	Field B Total Inches Applied	Field C Total Inches Applied	Field D Total Inches Applied	Field E Total Inches Applied
10/1/2020 - Thursday	0.00	0.095	0.158	D	6			0.95	0.63	
10/2/2020 - Friday	0.00	0.092	0.243	C	7					
10/3/2020 - Saturday	0.00	0.095	0.000							
10/4/2020 - Sunday	0.00	0.095	0.000	C	7			1.12		
10/5/2020 - Monday	0.00	0.095	0.285							
10/6/2020 - Tuesday	0.00	0.100	0.000	D	6			0.69		
10/7/2020 - Wednesday	0.00	0.100	0.174							
10/8/2020 - Thursday	0.00	0.094	0.000	E	6					0.62
10/9/2020 - Friday	0.00	0.086	0.131							
10/10/2020 - Saturday	0.00	0.098	0.000							
10/11/2020 - Sunday	0.00	0.098	0.000							1.37
10/12/2020 - Monday	0.00	0.098	0.290	E	7					
10/13/2020 - Tuesday	0.00	0.100	0.000							
10/14/2020 - Wednesday	0.00	0.092	0.171	D	6					
10/15/2020 - Thursday	0.00	0.093	0.000					0.50		
10/16/2020 - Friday	0.00	0.089	0.128	C	5					
10/17/2020 - Saturday	0.00	0.088	0.000							
10/18/2020 - Sunday	0.00	0.088	0.000					1.04		
10/19/2020 - Monday	0.00	0.088	0.265	C	7					
10/20/2020 - Tuesday	0.00	0.099	0.000						1.09	
10/21/2020 - Wednesday	0.00	0.092	0.275	D	7					
10/22/2020 - Thursday	0.10	0.094	0.000							1.31
10/23/2020 - Friday	0.00	0.098	0.279	E	7					
10/24/2020 - Saturday	0.00	0.093	0.000							
10/25/2020 - Sunday	0.00	0.093	0.000							
10/26/2020 - Monday	0.00	0.093	0.293	E	7					1.38
10/27/2020 - Tuesday	0.00	0.102	0.000						0.52	
10/28/2020 - Wednesday	0.00	0.101	0.131	D	6					
10/29/2020 - Thursday	0.00	0.082	0.000							
10/30/2020 - Friday	0.00	0.112	0.173	C	6			0.68		
10/31/2020 - Saturday	0.00	0.098	0.000							
Sum	0.10	2.94	3.00			0.00	0.00	4.29	3.61	4.68
Days	31	31	31			0	0	5	5	4
Avg	0.00	0.095	0.097			0.00	0.00	0.86	0.72	1.17
Max	0.10	0.112	0.293			0.00	0.00	1.12	1.09	1.38
Min	0.00	0.082	0.000			0.00	0.00	0.50	0.52	0.62

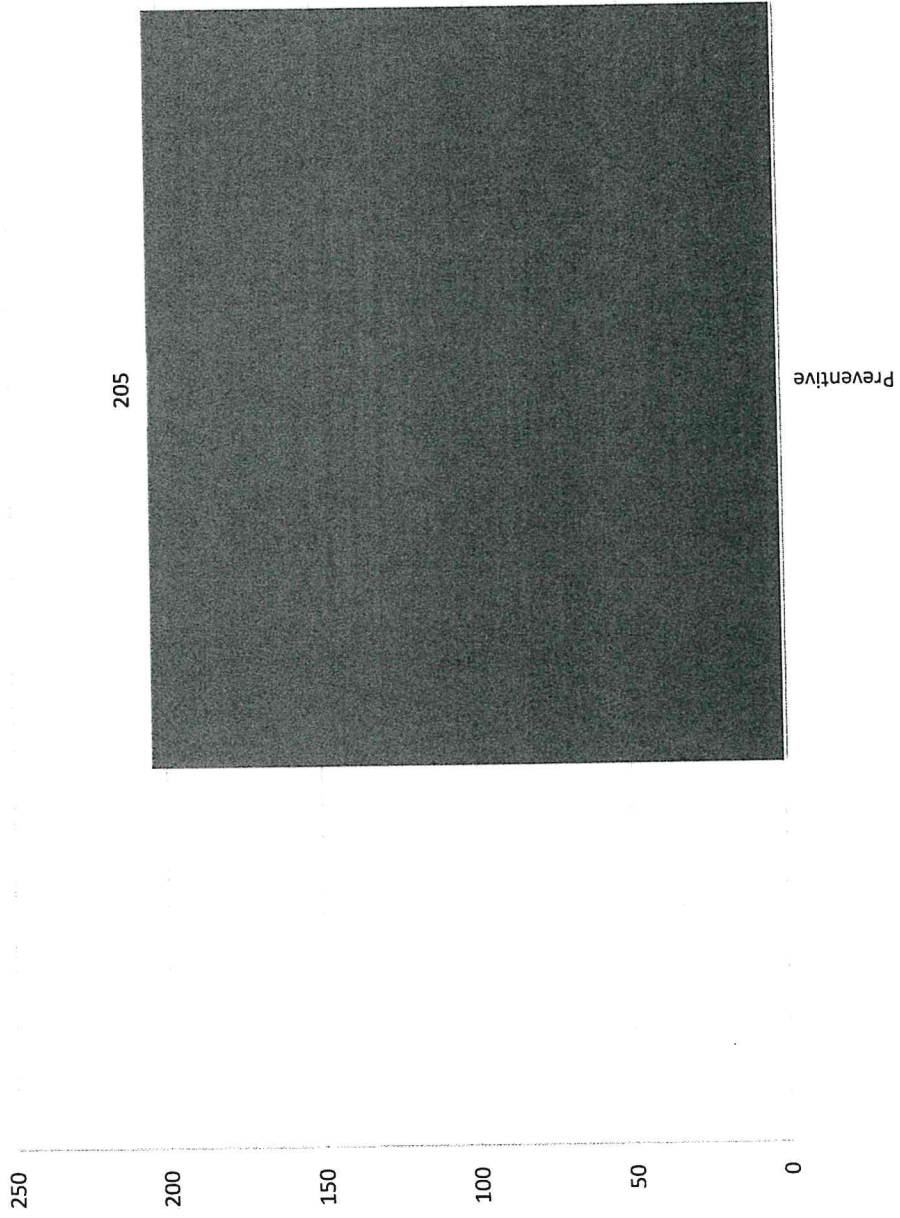
I certify that all information contained on this form is correct and true to the best of my knowledge

Signature Marcus Hobgood



Expect More. Live Better.

Work Orders Completed



Collections & Distributions Report October 2020



Georgia Environmental Protection Division

Water Withdrawal Permitting Program - Groundwater Unit

Monthly Groundwater Withdrawal Report - Version 2

Instructions: Record the quantity of water withdrawn from the groundwater system each month. It is not necessary to record each day, but it is helpful in totaling and explaining changes in water use. For permit holders who maintain a Groundwater Use Permit that allows withdrawal from multiple aquifers, please report usage from each aquifer separately in the columns below, listing the aquifer name below each aquifer number.

Day of Month	Well 1	Well 2	Well 3	
1	32,000	90,515	77,000	
2	44,000	82,030	100,000	
3	46,000	78,540	203,000	
4	36,000	76,210	85,000	
5	48,000	88,809	173,000	
6	50,000	93,766	64,000	
7	39,000	74,704	110,000	
8	41,000	77,450	100,000	
9	38,000	72,063	134,000	
10	156,000	0	245,000	
11	0	0	116,000	
12	0	0	234,000	
13	0	0	235,000	
14	0	0	243,000	
15	0	0	262,000	
16	0	0	263,000	
17	0	0	225,000	
18	0	0	229,000	
19	0	0	301,000	
20	0	0	293,000	
21	0	0	241,000	
22	0	0	226,000	
23	0	0	235,000	
24	0	2,514	292,000	
25	102,000	189,963	0	
26	76,000	144,267	0	
27	74,000	139,917	0	
28	115,000	216,693	0	
29	77,000	143,938	0	
30	72,000	134,244	0	
31	96,000	179,805	1,000	
Total (Gallons)	1,142,000	1,885,428	4,687,000	0
Average MGD*				

Report Water Sold / Purchased: Enter the Public Water System ID Number for water sold and/or purchased. Enter the monthly Average MGD* of any water purchased or sold.

Grand Monthly Total from all aquifers: 7,714,428 Gallons (If reporting in the Million Gallons unit, please indicate)

Note: Permit Holders that had zero withdrawals for the month, must still submit a monthly report with a grand total of zero (0 Gallons) for the month.

Report Water Sold / Purchased: Enter the Public Water System ID Number for water sold and/or purchased. Enter the monthly Average MGD* of any water purchased or sold.

System number/name:	
Monthly avg MGD Sold:	
System number/name:	
Monthly avg MGD Purchased:	

Report Month/Year: Oct-20

GW Withdrawal Permit Number: 089-0006

County: Effingham

Permit Holder: City of Guyton


Permit Address: City of Guyton
310 Central Blvd.
Guyton, GA 31312

Contact Person: Charles Heino

Email to: ground.water@dnr.ga.gov

Or mail to: Georgia Environmental Protection Division
Groundwater Withdrawal Unit
2 Martin Luther King Jr. Dr., S.E.
Atlanta, GA 30334-9000
Phone: (404) 463-1511

I certify that all information contained on this form is correct and true to the best of my knowledge.

 **11/10/2020**

Signature: Charles Heino

Date: 11/10/2020

Print Name: Charles Heino

Title: Director

Phone Number: 912-445-1884

Email Address: cheino@geomwork.com

* MGD represents million gallons per day

Average MGD = $\frac{\text{Total Gallons}}{\text{Days in month}}$ = $\frac{1,000,000}{1,000,000}$

Georgia Environmental Protection Division
 Water Withdrawal Permitting Program - Groundwater Unit

Semi-Annual Water Level and Annual Specific Conductance Readings

Reported Month: _____ Permit No.: _____ Permit Holder Name: _____

Instructions: Take readings from the highest yielding well(s), using the same well(s) each time. Take readings from multiple wells based on the number on wells in the water system using the format below. **Record water level readings semi-annually. Record specific conductance annually.**

1-5 wells - take readings from ONLY 1 well; 6-10 wells - take readings from 2 wells; 11-15 wells - take readings from 3 wells; 16-20 wells - take readings from 4 wells; ect. Use additional pages for more wells.

First Well Data Well No. _____	Static Water Level:	ft	Hours shutdown for Static Water Level:	hrs
	Date Measured:		Elevation:	ft
	Pumping Water Level:	ft	Cont. hours pumped for Pumping Water Level:	hrs
	Date Measured:		Elevation:	ft
	Method of Measurement:	<input type="checkbox"/> Airline <input type="checkbox"/> Probe <input type="checkbox"/> Tape <input type="checkbox"/> Other (Specify):		Top of Casing
Annual Specific Conductance:				
Second Well Data Well No. _____	Static Water Level:	ft	Hours shutdown for Static Water Level:	hrs
	Date Measured:		Elevation:	ft
	Pumping Water Level:	ft	Cont. hours pumped for Pumping Water Level:	hrs
	Date Measured:		Elevation:	ft
	Method of Measurement:	<input type="checkbox"/> Airline <input type="checkbox"/> Probe <input type="checkbox"/> Tape <input type="checkbox"/> Other (Specify):		Top of Casing
Annual Specific Conductance:				
Third Well Data Well No. _____	Static Water Level:	ft	Hours shutdown for Static Water Level:	hrs
	Date Measured:		Elevation:	ft
	Pumping Water Level:	ft	Cont. hours pumped for Pumping Water Level:	hrs
	Date Measured:		Elevation:	ft
	Method of Measurement:	<input type="checkbox"/> Airline <input type="checkbox"/> Probe <input type="checkbox"/> Tape <input type="checkbox"/> Other (Specify):		Top of Casing
Annual Specific Conductance:				
Fourth Well Data Well No. _____	Static Water Level:	ft	Hours shutdown for Static Water Level:	hrs
	Date Measured:		Elevation:	ft
	Pumping Water Level:	ft	Cont. hours pumped for Pumping Water Level:	hrs
	Date Measured:		Elevation:	ft
	Method of Measurement:	<input type="checkbox"/> Airline <input type="checkbox"/> Probe <input type="checkbox"/> Tape <input type="checkbox"/> Other (Specify):		Top of Casing
Annual Specific Conductance:				

**ENVIRONMENTAL PROTECTION DIVISION
 DRINKING WATER PROGRAM
 GROUND WATER OPERATION REPORT**

System Name: City of Guyton

WSID #: GA1030000

Plant Name: Well 1

Plant ID#: 101

County: Effingham

Permit #: _____

Summary of (MONTH) October

(YEAR): 2020

Day of Month	Raw Water Meter Reading X1000 (Gallons)	Treated Water Pumped to Distribution System* (Gallons)	Flouride (lb or gal)	Finished Water Analysis			Remarks
				Chlorine Free Entry (mg/L)	Chlorine Free End (mg/L)	Poly-phosphate (S.U.)	
1	145,976,000	32,000		1.1			
2	146,020,000	44,000		0.9			
3	146,066,000	46,000		0.5			
4	146,102,000	36,000		1.1			
5	146,150,000	48,000		0.7			
6	146,200,000	50,000		0.9			
7	146,239,000	39,000		1.2			
8	146,280,000	41,000		0.8			
9	146,318,000	38,000		1.0			
10	146,474,000	156,000		1.3			
11	146,474,000	0		0.8			Well Offline for Repairs
12	146,474,000	0		0.7			
13	146,474,000	0		0.6			
14	146,474,000	0		0.5			
15	146,474,000	0		0.5			
16	146,474,000	0		0.4			
17	146,474,000	0		0.4			
18	146,474,000	0		0.7			
19	146,474,000	0		1.1			
20	146,474,000	0		1.2			
21	146,474,000	0		1.2			
22	146,474,000	0		1.1			
23	146,474,000	0		1.3			
24	146,474,000	0		1.5			
25	146,576,000	102,000		2.1			Well back online.
26	146,652,000	76,000		1.4			
27	146,726,000	74,000		1.7			
28	146,841,000	115,000		1.4			
29	146,918,000	77,000		1.6			
30	146,990,000	72,000		2.1			
31	147,086,000	96,000					
Total	4,540,250,000	1,142,000	0	31.58	0	0	
Days	31	31	0	30	0	0	
Avg.	146,459,677	36,839	0.00	1.05	0.00	0.00	
Max.	147,086,000	156,000	0	2.09	0	0	
Min.	145,976,000	0	0	0.39	0	0	

Treated and/or Pumped values should be reported as a total for a 24 hour period beginning 0000-2400.

g., Take reading at same time each day so that it is for 24 hours)

Type Fluoride Compound Used: Acid

Type Chlorine Compound Used: Gas

Certify that all information contained on this form is correct and true to the best of my knowledge.

Signature: 

Title: Director of Municipal Operations- EOM

Print Name: Charles Heino

Certification Class: 1 **Phone #:** 912 445-1884

**ENVIRONMENTAL PROTECTION DIVISION
 DRINKING WATER PROGRAM
 GROUND WATER OPERATION REPORT**

System Name: City of Guyton **WSID #:** GA1030000
Plant Name: Well 2 **Plant ID#:** 102
County: Effingham **Permit #:** _____
Summary of (MONTH) October **(YEAR):** 2020

Day of Month	Raw Water Meter Reading X1000 (Gallons)	Treated Water Pumped to Distribution System* (Gallons)	Flouride (lb or gal)	Finished Water Analysis			Remarks
				Chlorine Free Entry (mg/L)	Chlorine Free End (mg/L)	Poly-phosphate (S.U.)	
1	72,702,566	90,515		0.4			
2	72,784,596	82,030		1.1			
3	72,863,136	78,540		0.6			
4	72,939,346	76,210		1.5			
5	73,028,155	88,809		0.7			
6	73,121,921	93,766		0.9			
7	73,196,625	74,704		1.2			
8	73,274,075	77,450		0.9			
9	73,346,138	72,063		1.1			
10	73,346,138	0		0.0			Offinle for Maintenance
11	73,346,138	0		0.0			
12	73,346,138	0		0.0			
13	73,346,138	0		0.0			
14	73,346,138	0		0.0			
15	73,346,138	0		0.0			
16	73,346,138	0		0.0			
17	73,346,138	0		0.0			
18	73,346,138	0		0.0			
19	73,346,138	0		0.0			
20	73,346,138	0		0.0			
21	73,346,138	0		0.0			
22	73,346,138	0		0.0			
23	73,346,138	0		0.0			
24	73,348,652	2,514		1.0			Back in service
25	73,538,615	189,963		2.1			
26	73,682,882	144,267		0.8			
27	73,822,799	139,917		0.5			
28	74,039,492	216,693		1.0			
29	74,183,430	143,938		1.0			
30	74,317,674	134,244		1.4			
31	74,497,479	179,805		0.6			
Total	2,275,533,513	1,885,428	0	16.73	0	0	
Avg.	31	31	0	31	0	0	
Max.	73,404,307	60,820	0.00	0.54	0.00	0.00	
Min.	74,497,479	216,693	0	2.09	0	0	
Initial	72,702,566	0	0	0	0	0	

Reported and/or Pumped values should be reported as a total for a 24 hour period beginning 0000-2400.

g., Take reading at same time each day so that it is for 24 hours)

Type Fluoride Compound Used: Acid

Type Chlorine Compound Used: Gas

I certify that all information contained on this form is correct and true to the best of my knowledge.

Signature: 

Title: Director of Municipal Operations- EOM

Print Name: Charles Heino

Certification Class: 1

Phone #: 912 445-1884

**ENVIRONMENTAL PROTECTION DIVISION
 DRINKING WATER PROGRAM
 GROUND WATER OPERATION REPORT**

System Name: City of Guyton

WSID #: GA1030000

Plant Name: Well 3

Plant ID#: 103

County: Effingham

Permit #:

Summary of (MONTH) October

(YEAR): 2020

Day of Month	Raw Water Meter Reading X1000 (Gallons)	Treated Water Pumped to Distribution System* (Gallons)	Flouride (lb or gal)	Finished Water Analysis			Remarks
				Chlorine Free Entry (mg/L)	Chlorine Free End (mg/L)	Poly-phosphate (S.U.)	
1	541,979,000	77,000		1.0			
2	542,079,000	100,000		1.2			
3	542,282,000	203,000		0.8			
4	542,367,000	85,000		0.9			
5	542,540,000	173,000		0.8			
6	542,604,000	64,000		0.6			
7	542,714,000	110,000		0.5			
8	542,814,000	100,000		0.7			
9	542,948,000	134,000		0.7			
10	543,193,000	245,000		0.8			
11	543,309,000	116,000		0.7			
12	543,543,000	234,000		1.4			
13	543,778,000	235,000		1.6			
14	544,021,000	243,000		1.7			
15	544,283,000	262,000		1.7			
16	544,546,000	263,000		1.6			
17	544,771,000	225,000		1.3			
18	545,000,000	229,000		1.5			
19	545,301,000	301,000		1.5			
20	545,594,000	293,000		1.5			
21	545,835,000	241,000		1.6			
22	546,061,000	226,000		1.5			
23	546,296,000	235,000		1.6			
24	546,588,000	292,000		1.6			
25	546,588,000	0		0.9			Offline for Maintnenace
26	546,588,000	0		0.0			
27	546,588,000	0		0.0			
28	546,588,000	0		0.0			
29	546,588,000	0		0.0			
30	546,588,000	0		0.0			
31	546,589,000	1,000		0.5			
Total	16,880,563,000	4,687,000	0	30.09	0	0	
Days	31	31	0	31	0	0	
Avg.	544,534,290	151,194	0.00	0.97	0.00	0.00	
Max.	546,589,000	301,000	0	1.7	0	0	
Min.	541,979,000	0	0	0	0	0	

Treated and/or Pumped values should be reported as a total for a 24 hour period beginning 0000-2400.

g., Take reading at same time each day so that it is for 24 hours)

Type Fluoride Compound Used: Acid

Type Chlorine Compound Used: Gas

I certify that all information contained on this form is correct and true to the best of my knowledge.

Signature: 

Title: Director of Municipal Operations- EOM

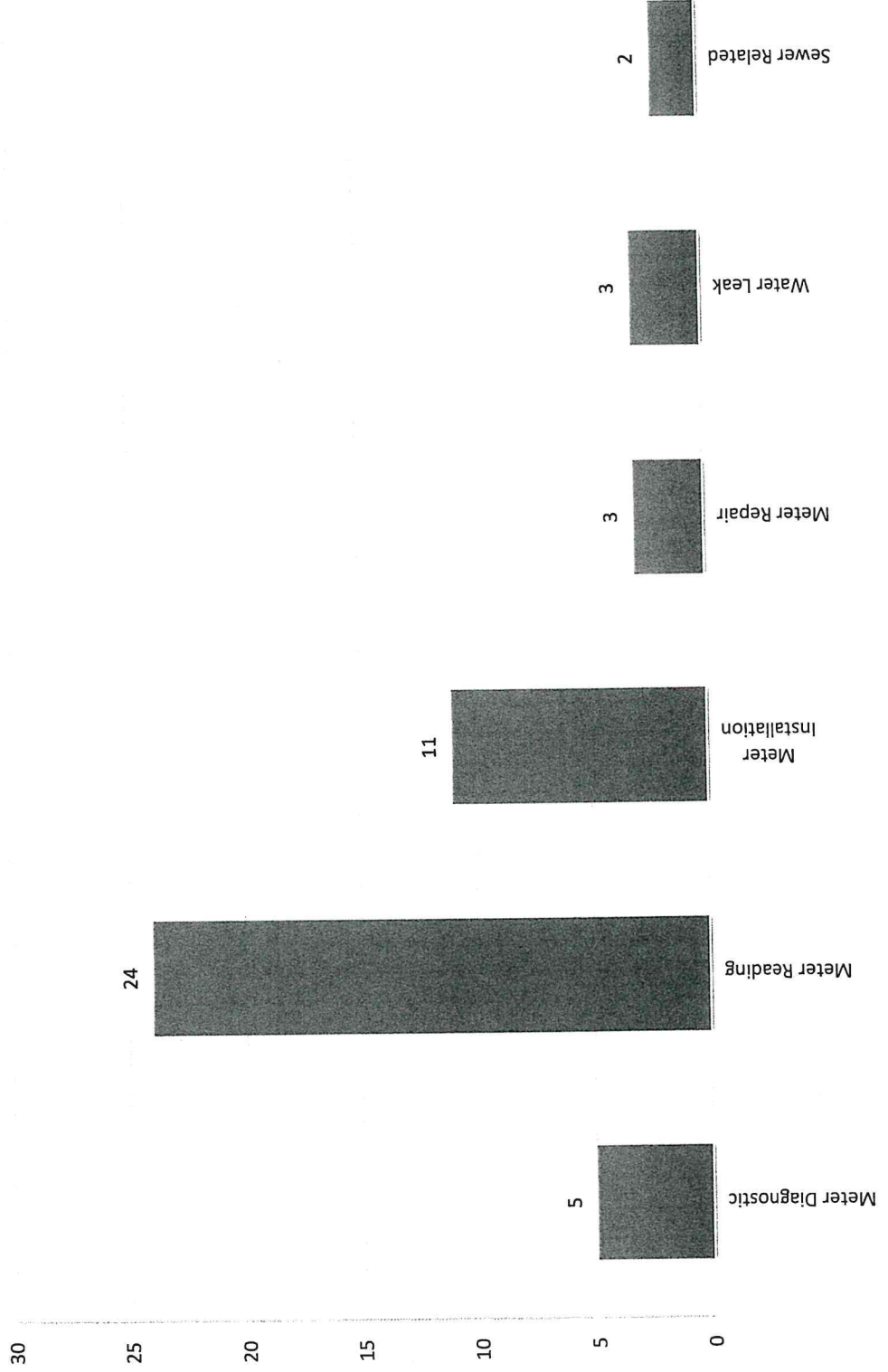
Print Name: Charles Heino

Certification Class: 1 Phone #: 912 445-1884



Expect More. Live Better.

Work Orders Completed

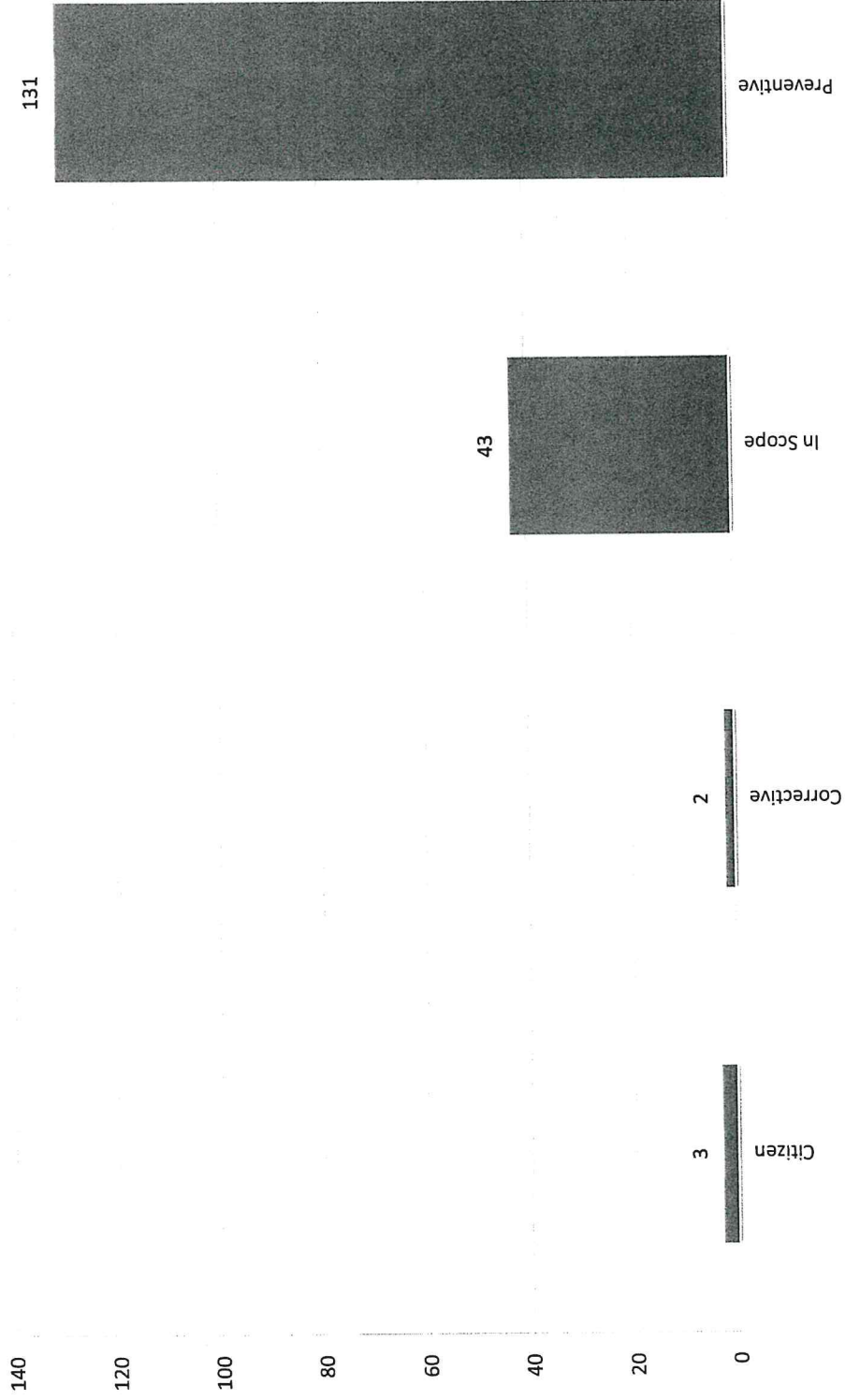




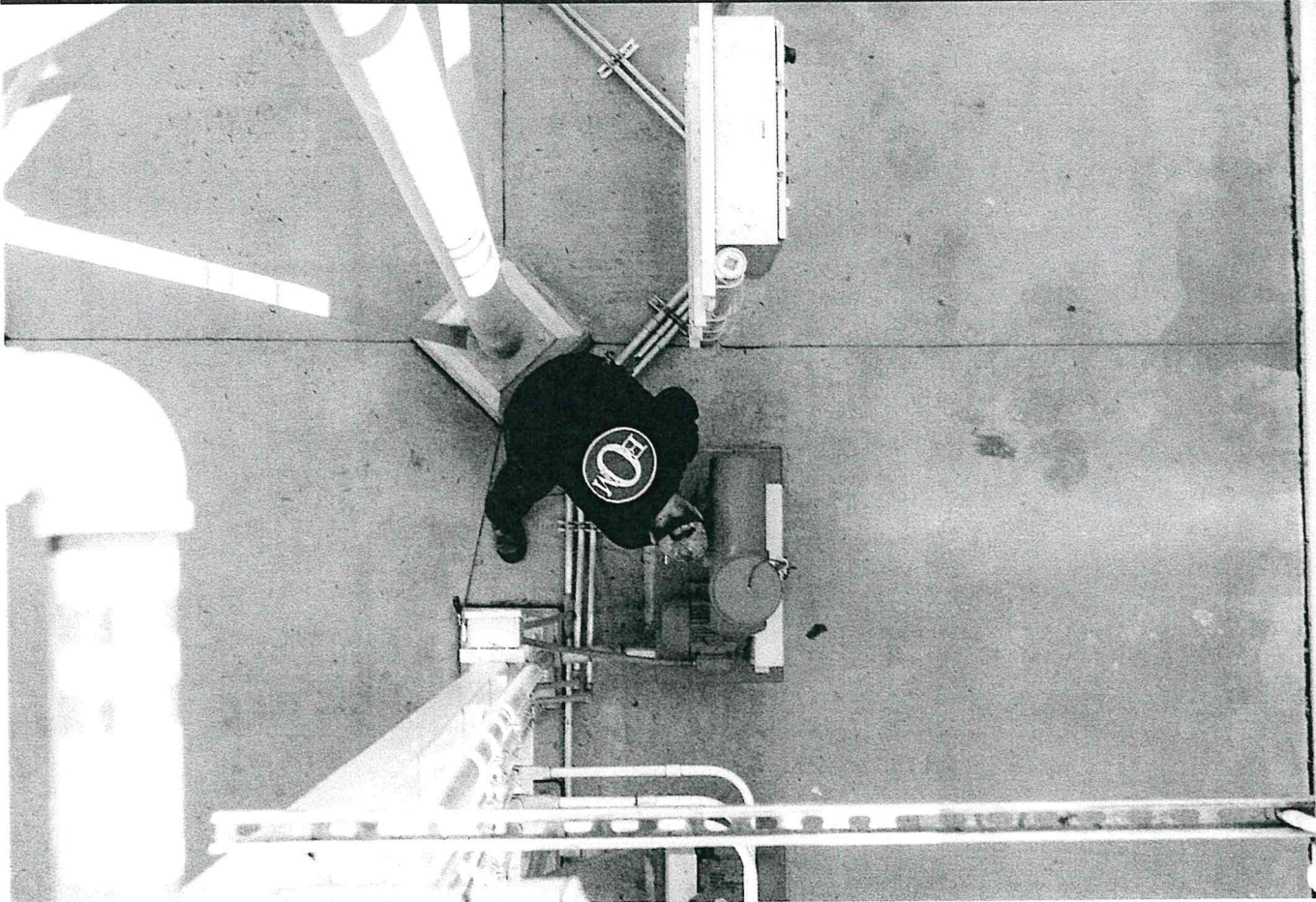
Expect More. Live Better.

Guyton, GA
Monthly Report

Work Orders Completed



Administrative Report October 2020





Expect More. Live Better.

City of Guyton, GA
Monthly Report

BUDGET EXPENSES
06/20 to 10/20

Description	Account ID	Budget	Expense	Inventory	Balance
Water Repairs & Maintenance	505-1000-5452	\$ 27,000.00	\$ 7,919.94	\$ -	\$ 19,080.06
Water Meters	505-1000-5450	\$ 30,000.00	\$ 38,524.32	\$ 15,026.44	\$ 6,502.12
Water & Sewer Equipment	505-1000-5404	\$ 10,000.00	\$ 4,083.54	\$ -	\$ 5,916.46
Drinking Water Fees	505-1000-5251	\$ 6,000.00	\$ 5,974.50	\$ -	\$ 25.50
Water & Sewer Supplies	505-1000-5405	\$ 23,250.00	\$ 5,330.40	\$ -	\$ 17,919.60
Water & Sewer Chemicals	505-1000-5453	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Sewer Repairs & Maintenance	505-1000-5451	\$ 25,000.00	\$ 31,837.17	\$ -	\$ (6,837.17)
Wastewater Treatment Plant Repairs & Maintenance	505-2000-5400	\$ 25,000.00	\$ 7,541.45	\$ -	\$ 17,458.55
Wastewater Treatment Plant Supplies	505-2000-5405	\$ 10,000.00	\$ 1,136.38	\$ -	\$ 8,863.62
Wastewater Treatment Chemicals	505-2000-5450	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
Total		\$ 162,750.00	\$ 102,347.70	\$ 15,026.44	\$ 75,428.74



Expect More. Live Better.

INVENTORY

Description	Quantity
5/8" x 3/4" NEPTUNE T-10 R900i E-CODER	58.000
1 P/C CTS PLST INSERT	10.000
1X3/4 WATTS LF7R10-U2 BFP	35.000
5/8X3/4 BRZ MTR CPLG 06 LEAD FREE	5.000
3/4X4 STD RED BRASS NIPL	5.000
1X3/4X3/4 MCDONALD 76100MWQ CTSXMSN	1.000
3/4X5/8X3/ MCDONALD 76100MWQ CTSXMSN CURB STOP	6.000
17X11-3/4 BROOKS STD MTR BODY ONLY 12" 1015202	24.000
CI MTR BX LID W/ TOUCH PAD HOLE	37.000