



CITY OF SUMMERVILLE SPECIAL CALLED MEETING JANUARY 14, 2013



CALLED TO ORDER: Mayor Harvey called the meeting to order.

ROLL CALL: Mayor Harry Harvey gave roll call. Mayor Pro Tem Lloyd "Buddy" Windle and Council Members David Ford, Dale Housch, Joe Money, Jr., and Zachary Martin were present. Also present was City Manager Russell Thompson and City Attorney Albert Palmour's representative Attorney Melissa Hise.

INVOCATION: Mayor Harry Harvey gave the invocation.

PLEDGE OF ALLEGIANCE: Council Member Zachary Martin led the pledge of allegiance.

APPROVAL OF MEETING AGENDA: Mayor Harvey asked if there are any changes needed to the agenda as listed. City Manager Russell Thompson stated that he has an item to be added; the approval to appoint a Probation Officer with a contract to work 32 hours a week at \$20.00 per hour. Council Member Joe Money, Jr. made a motion to approve the addition of City Manager Thompson's item. The motion was seconded by Council Member Zachary Martin and carried unanimously.

MAYOR'S COMMENTS

S.P.L.O.S.T.: Mayor Harvey stated that there will be a Chattooga County S.P.L.O.S.T. vote held in March. Mayor Harvey stated that the city has a lot of projects that need to be accomplished that are contingent upon availability of S.P.L.O.S.T. funding. Mayor Harvey stated that this is not a new tax but a vote for continuance of an existing tax that has been instrumental in helping the city with necessary projects. Mayor Harvey explained that the city hopes the S.P.L.O.S.T. tax is upheld noting that the city hopes to receive approximately \$660,000 annually from the fund.

SPRING RETREAT: Mayor Harvey stated that Council needs to have a spring retreat in April or May for a brain storming session; suggestions, ideas, and priorities. Mayor Harvey stated that he is open to suggestions of venues for the retreat noting that the Summerville Depot is an option.

DEPARTMENTAL REPORTS

BETTER HOMETOWN: Ms. Sylvia Keziah reported that the Boys and Girls Club is now open and operating five days a week. Ms. Keziah encouraged people to volunteer spare time to this worthy facility.

Ms. Keziah reported that Billy Peppers will be at the Commissioner's office next Wednesday at 2:15 pm and encourages anyone wishing to attend the meeting to please drop by.

Ms. Keziah reported that the 2013 Georgia Main Street Conference will be held in Atlanta on January 28th and encouraged anyone available to attend the meeting to please do so.

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BUILDING AND CODES ENFORCEMENT: Building and Codes Enforcement Officer Joey Norton reported that he is still working on several properties that have maintenance issues. Joey also reported that he would like Council's input on the aesthetical rendition of the proposed Family Dollar noting that the drawing provided is a preliminary drawing. Joey informed Council that he is in contact with the developer of the project to coordinate forward movement.

WATER TREATMENT PLANT: City Manager Thompson explained that Janice Galloway, Water Treatment Plant Director, is absent due to the heavy rain; the creek is rising.

WASTEWATER TREATMENT PLANT: Wastewater Treatment Plant Director, Chris Tuggle reported that 60.2 million gallons of sludge was processed last month, 22 trucks received, and the number two aerator has been repaired.

PUBLIC WORKS: Tony Carroll reported all work performed by every department under his direct supervision, that the sign replacement project is going well, the EIP project is 98% complete, and the CDBG project has been sent to the EPD.

RECREATION DEPARTMENT: Recreation Director Bo Chamlee reported that basketball season has begun and the 11-12 midgets were the GRPA 5th District All Star winners.

POLICE DEPARTMENT: Police Chief Stan Mosley reported that Summerville Police Department Officers patrolled 5,865 miles, housed 17 inmates for a total of 25 days, issued 80 citations, and collected \$6,528.00 in December.

Police Chief Stan Mosley reported that there is not a Probation Department report this month due to the transition of staff.

FIRE DEPARTMENT: Fire Chief Greg Echols reported that the Summerville Fire Department responded to 50 calls in the month of December. Among the calls, Chief Echols reported, were 3 electrical fires, 13 wrecks, 11 medical assists, and 9 structure fires. Chief Echols reported that the Summerville Fire Department responded to 873 calls for 2012.

CITY MANAGER'S REPORTS

FINANCIAL REPORT: City Manager Thompson reported to the Mayor and Council that expenses exceeded revenue in December with a notation that he hopes the gap will slow with colder winter weather. City Manager Thompson explained that a combination of factors has created a budget shortfall of approximately \$200,000 to \$300,000. City Manager Thompson stated that mid-year budget amendments are coming up and he will have suggested adjustments ready for Council's review and consideration soon.

COMPENSATION PLAN: City Manager Thompson stated that the compensation plan was implemented but some adjustments are needed. City Manager Thompson reported that he would have the numbers for Council with the mid-year budget amendment recommendations.

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WEBSITE: City Manager Thompson reported that he is working to contract the development of a functional website for the city. City Manager Thompson explained that development and implementation of the website would take around two to three months and not exceed \$3,500.

NEW BUSINESS

PREVIOUS MINUTES: Council Member Dale Housch made a motion to approve the minutes of the previous meetings, December 10, 2012, January 2, 2013 and January 3, 2013. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

FAIRWAY RECREATION DEPARTMENT DEDICATION: Mayor Harvey stated that Council Member Joe Money, Jr. will report on this item. Council Member Joe Money, Jr. stated that he has spoken with the Willie Lou Vaughn and Henry Knowles families to determine the best date for having a ceremony to dedicate Fairway Recreation Department facilities to the two respective valued former employees. Council Member Joe Money, Jr. stated that dedication ceremonies will be held at the Fairway Recreation Department on Saturday, January 19, 2013 at 1 p.m. Council Member Money stated that the pavilion will be dedicated to Mrs. Willie Lou Vaughn and the softball field will be dedicated to Mr. Henry Knowles. Council Member Zachary Martin made a motion to approve the Fairway Recreation Department facility dedications on January 19, 2013 at 1 p.m. The motion was seconded by Council Member David Ford and carried unanimously. Mayor Harvey encouraged everyone to join the dedication ceremonies.

HEALTH INSURANCE: Mayor Harvey stated that Council has a hand-out giving the break-down of employee contributions based on the plan and coverage options chosen. Mayor Harvey asked City Manager Russell Thompson to elaborate on the item. City Manager Thompson explained that there have been two Special Called Meetings wherein Council decided that the city would join with the Georgia Municipal Association's trust fund health care coverage utilizing Blue Cross/Blue Shield health insurance. City Manager Thompson stated that GMA offers employees the opportunity to choose one of two plans. City Manager Thompson explained that the base plan is an 80/60 plan that provides 80% coverage for services "in network" and 60% if "out of network. City Manager Thompson explained that the second plan is a "buy – up" plan that has HMO coverage at 90%. City Manager Thompson stated that currently the city pays \$592,766 per year on health care coverage. The new plan would be \$554,959 which results in a \$37,718 savings. City Manager Thompson stated that Council is being asked to set employee contributions based on the employee's choice of plan options. Council Member Dale Housch asked if the city goes to new pay periods would the contributions change. City Manager Thompson responded stating that the contribution rate would remain the same but would be distributed evenly between the pay periods. City Manager Thompson stated that GMA representatives will be here Tuesday and Wednesday of this week to enroll employees.

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HEALTH INSURANCE CONTINUED: City Manager Thompson stated that Council has a break-down of employee contributions based on the plan option and coverage.

Base Plan – POS 80/60

Coverage	Monthly Premium	Employee Weekly Contribution	Employee Monthly Contribution
Employee only	\$440	\$3.00	\$13.00
+ Spouse	\$881	\$23.34	\$101.14
+ Child	\$836	\$22.30	\$96.64
Family	\$1,321	\$53.30	\$230.97

Buy-Up Plan – HMO 90

Coverage	Monthly Premium	Employee Weekly Contribution	Employee Monthly Contribution
Employee only	\$488	\$14.08	\$61.02
+ Spouse	\$977	\$45.70	\$198.04
+ Child	\$928	\$43.62	\$189.02
Family	\$1,465	\$85.54	\$375.00

HEALTH INSURANCE CONTRIBUTION RATE APPROVAL: Council Member David Ford made a motion to accept and approve the above listed employee contribution rates for health insurance coverage. The motion was seconded by Council Member Dale Housch and carried unanimously.

PUBLIC SAFETY DIRECTOR: City Manager Russell Thompson explained that the six month assessment period for the appointment of a Public Safety Director is complete. City Manager Thompson stated that he is confident of the appointment and the efficiency of the position and is asking that it be made permanent. City Manager Thompson stated further that he is asking for an additional \$1,500 for the increase of duties. Discussion was held concerning the pay compensation with City Manager Thompson explaining that the increase in pay balances the increase in duties but the number is something discussed with the Mayor. City Manager Thompson stated that the requested pay increase would bring Chief Mosley's annual salary to \$65,300 which is the 2013 set amount. Council Member Dale Housch asked why Chief Mosley's salary is being adjusted now rather than when the regular compensation plan adjustments are to be done. City Manager Thompson responded that Chief Mosley was told that the position would be reviewed after six months and that time frame is now complete. Mayor Harvey asked if Council wants to table the salary adjustment until the compensation plan is set. Council Member Dale Housch made a motion to table the salary adjustment for the Public Safety Director until the compensation plan is set. The motion was seconded by Council Member David Ford and carried unanimously.

WWTP UV BULBS: Mayor Harvey stated that the next item for discussion is the purchase of UV bulbs for the Wastewater Treatment Plant at a cost of \$8,505 noting that the bulbs are used in the sanitization process of the effluent tank. Wastewater Treatment Plant supervision Chris Tuggle explained that the UV bulbs last approximately 9,000 hours and need replacing every other year. Council Member Dale Housch asked if there were UV bulbs purchased not too long ago. City Manager Thompson responded stating that Council Member Housch is correct.

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UV BULBS CONTINUED: City Manager Thompson explained that an effort was made to purchase a less expensive bulb to save money with the end result being those bulbs have not lasted very well and need replacing. City Manager Thompson explained further that the bulbs being requested are manufacturer recommended. Council Member Zachary Martin made a motion to approve the purchase of UV bulbs for the Wastewater Treatment Plant at a cost of \$8,505. The motion was seconded by Council Member Dale Housch and carried unanimously.

WATER DEPARTMENT INVENTORY PURCHASE: Mayor Harvey stated that consideration is being requested for Water Department inventory items not to exceed \$10,000. City Manager Thompson interjected that the items listed on the request are standard stock items needed for normal operations. Council Member Dale Housch asked if two fire hydrants are needed. Utility Director Tony Carroll responded stating that the turn around time for replacing a fire hydrant is the basis for requesting two for stock. Tony explained that having a fire hydrant inoperable poses the potential for a problem so there are normally a couple kept in inventory. City Manager Thompson interjected that work is still being done to negotiate prices on the necessary stock items. City Manager Thompson stated that he would check to see if there was a price break on the fire hydrants based on the number ordered and double check the speed of shipment. Council Member Dale Housch made a motion to approve the purchase of Water Department stock items at a cost not to exceed \$10,000. The motion was seconded by Council Member David Ford and carried unanimously.

INSURANCE BROKER SERVICES: Mayor Harvey stated that our current insurance brokers receive 5% of what the city pays for health insurance coverage. Mayor Harvey asked City Manager Thompson to explain the service. City Manager Thompson explained that the current insurance brokerage firm receives 5% of the total insurance premium paid for health insurance with the funds being paid to the brokers directly from the insurance company. City Manager Thompson stated that the new health insurance coverage through GMA does not have a broker so there is no fee. City Manager Thompson explained that the city does save money but the down side of the scenario is that there isn't anyone available to help if an employee has a problem getting a claim processed correctly; they are on their own. GMA provides an 800 number to call if you have questions about a claim so the employee has to deal with their own problems. City Manager Thompson explained further that this set up would be fine for a portion of employees and pose problems for others. City Manager Thompson stated that for legal reasons city department heads or other managerial staff should not be involved with this type negotiation. City Manager Thompson stated that it is up to Council to decide if an insurance broker is used and if so who. City Manager Thompson stated that it seems to be general consensus that if a broker is used that broker should be local. City Manager Thompson stated further that if the service is kept local and set at 3% it would be \$18,500 annually. Mayor Harvey interjected that he feels the current broker should be retained with a 2.5% service fee. Mayor Harvey stated that he would like the City Manager to negotiate the fee. Council Member Dale Housch questioned how many claims has Guffin and Eleam helped with. City Manager Thompson stated that there is no way to tell. Mayor Harvey stated that he is sure there will be some requests for help on insurance claims. would be about \$15,000 annually. Council Member Joe Money, Jr. asked if there is anyone at City Hall that could handle the job.

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INSURANCE BROKER SERVICES CONTINUED: Mayor Harvey stated further that he feels that there should be someone available to help with insurance claims and that 2.5% of the premium amount is fair. City Manager Thompson stated that there is not a city employee to handle insurance problems and that he (City Manager) feels it best to leave that sort of help to a broker. City Manager Thompson stated that he has reservations concerning HIPA laws; there would have to be a certified human resources person to handle that sort of negotiation. City Attorney Palmour's representative, Melissa Hise, interjected that such matters are best handled by a certified human resources person. Mayor Harvey requested a motion concerning the issue. Council Member Zachary asked if the services have been put out for bid. City Manager Thompson responded that bids have not been taken. Mayor Harvey asked if Council wants to retain the current broker at 2.5%. Council Member Joe Money, Jr. made a motion to retain the current insurance broker of Guffin and Eleam, have the City Manager negotiate a 2.5% service fee, and authorize the City Manager to execute the agreement if the 2.5% fee is agreeable. The motion was seconded by Council Member Dale Housch. The motion carried with Council Members Windle, Housch, Money, and Martin voting in favor of the motion. Council Member David Ford voted in opposition of the motion.

LOAN WITH GMA - \$248,000 FOR NATURAL GAS PROJECTS: Mayor Harry Harvey explained that Council is being asked to consider authorization of a \$248,000 loan with GMA at 2.75% interest for natural gas projects. Mayor Harvey asked City Manager Thompson to explain the request. City Manager Thompson explained that due to the low commodity cost of natural gas it is an attractive product for chicken growers. City Manager Thompson explained that there are three different chicken growers with the potential for four more that are interested in hooking up to natural gas. City Manager Thompson explained that the natural gas consumption for one chicken house is equal to 50 residential homes. City Manager Thompson stated that the down side to the situation is that it will take 9 to 11 years for payback of the investment. City Manager Thompson explained that the GMA loan would be set for 10 years. City Manager Thompson explained further that there is the potential for residential growth tied to the lines run for the chicken houses. City Manager Thompson stated that there should be about a 16.5% increase in natural gas sales from this base project. City Manager Thompson stated that this would be a long term investment. Mayor Harvey stated that there needs to be some language set into an agreement with the growers to guarantee a minimum level of consumption for 10 years. Council Member Dale Housch stated that he feels it would be a win/win situation noting that it is up to Council to make forward movement for the future. Mayor Harvey stated that if the project will increase natural gas sales by approximately 16% he feels it would be a good move. City Manager Thompson stated that the expansion would erase the last 10 years reduction of natural gas customer trend. Council Member Dale Housch made a motion that the City Manager move forward with the \$248,000 loan at 2.5% for 10 years with the Georgia Municipal Association with associated chicken growers to sign an agreement for minimum consumption equal to project cost. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

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LIQUOR BY THE DRINK REFERENDUM: Mayor Harvey stated that the next item is a referendum for distilled spirits by the drink. Mayor Harvey asked that City Manager Thompson and the City Attorney explain the item. City Manager Russell Thompson stated that he wanted to clarify that the referendum is for distilled spirits by the drink for on premises consumption only. A general discussion clarified that the item before Council is not for a package store for distilled spirits; it for distilled spirits by the drink only. It was clarified that a Special Election would be held with the question set for vote by the residents of the City of Summerville if they choose to have liquor by the drink or not. Discussion was held as to the feasibility of having the vote on this item in November when the regular City of Summerville municipal election is held. Mayor Harvey stated that there would some cost savings but there is a County SPLOST vote schedule for March. Council Member Joe Money, Jr. made a motion to authorize a referendum for Distilled spirits by the drink for on premise consumption only be set for vote by City of Summerville residents at a March Special Election. The motion was seconded by Council Member David Ford and carried unanimously.

PROBATION DEPARTMENT: City Manager Russell Thompson explained that Kevin Woods went to work with the County so the City's Probation Department has a vacancy. City Manager Thompson stated that the city has come in contact with an individual that is retired, has probation experience, and does not require any benefits. This individual is willing to work with a contract for 32 hours per week at \$20.00 per hour; no overtime involved. City Manager Thompson stated that it is his recommendation that a contract be established with the ability for either party to terminate the agreement with 30 days written notification. City Manager Thompson stated that the terms expressed are acceptable to the prospect. Council Member Dale Housch made a motion to authorize City Manager Thompson to enter into a contractual agreement on behalf of the City of Summerville for probation services for said position to be for 32 hours per week at \$20.00 per hour with no over time or benefits. The motion was seconded by Council Member David Ford and carried unanimously.

PUBLIC COMMENT: Earl Parris, Jr. asked the Mayor and Council if the referendum would be addressing Sunday sales or liquor stores. Mayor Harvey responded that the referendum is not addressing Sunday sales of alcohol in any respect. Mayor Harvey stated further that the referendum also has nothing to do with liquor stores. Mayor Harvey stated that it is for on-premise only or special events. Mayor Harvey expressed appreciation for Mr. Parris' interest and attendance.

ADJOURN: All business having been concluded Council Member David Ford made a motion to adjourn. The motion was seconded by Council Member Zachary Martin and carried unanimously.

Attest:

HARRY HARVEY – MAYOR

JILL DURHAM – CITY CLERK, G.C.M.C.