



## CITY OF SUMMERVILLE REGULAR COUNCIL MEETING DECEMBER 9, 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, 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.

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

**INVOCATION:** Mayor Harry Harvey gave the invocation.

**PLEDGE OF ALLEGIANCE:** Council Member David Ford led the pledge of allegiance.

**MEETING AGENDA:** Mayor Harvey asked if there were any items to be added or removed from the meeting agenda. There were no requests for additions or deletions. Council Member David Ford made a motion to approve the meeting agenda as prepared and presented. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

**VISITORS:** Mayor Harvey greeted visitors and explained that some awards will be presented shortly. Mayor Harvey explained that visitors will be given the opportunity to speak at the end of the meeting. Mayor Harvey requested visitors sign in.

**RECOGNITION OF STATE SUPER BOWL CHAMPIONS:** Mayor Harvey stated that the 5 and 6 year old boys, the 9 year old boys and the 10 to 11 year old boys won championships for their age group. Mayor Harvey asked Assistant Recreation Director Kris Willis to come forward. Kris explained that each age group won their division State Super Bowl Championship. Kris said that this is the first time in the history of the Summerville Recreation Department that three age groups have won the State Super Bowl Championship games. Kris explained that the Summerville Recreation Department is fortunate to have parents and coaches that support the players and the "Rec Department". Mayor Harvey expressed appreciation for the dedication of all the coaches and team members as well as the Recreation Department staff.

**GEORGIA ECONOMIC DEVELOPMENT AWARD:** Mayor Harvey showed the trophy awarded to the City of Summerville for being the 2013 Economic Development winner. Mayor Harvey explained that the award was won for the expansion program at Mohawk Industries which included 500 additional jobs. Mayor Harvey expressed appreciation for all the hard work associated with the project.

**SUMERVILLE CEMETARY:** Mayor Harvey stated that Attorney Arch Farrar of the Summerville Cemetery Board is present and wishes to address Council. Attorney Farrar stated that the Summerville Cemetery Board would like the City of Summerville to take over the Summerville Cemetery. Attorney Farrar explained that the cemetery was originally owned by the city but was turned over to the Summerville Cemetery Board in the 50s. Attorney Farrar explained that finances are insufficient to maintain the cemetery.

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**SUMMERVILLE CEMETARY CONTINUED:** Attorney Farrar stated that he thinks the cemetery should be the responsibility of the city since it represents the city. Attorney Farrar explained that in a cost saving attempt funds were expended to mow the grounds only once a month. Attorney Farrar stated that the result of that change was not conducive to a visitor friendly cemetery. Attorney Farrar explained that the Summerville Cemetery Board sees only two options; one – the city increases contributions to the cemetery by \$15,000 to \$20,000 or two – the city takes over the cemetery, sets up a board, and established fees for opening and closing of graves. Attorney Farrar explained the areas of the cemetery that remain available for grave sites noting that the cemetery would be operational at the current rate of inurnments for the next 20 to 25 years. Mayor Harvey stated that he appreciates the boards work. Attorney Farrar explained that the contract for mowing the cemetery expires at the end of February. Attorney Farrar stated that the board needs an answer. Attorney Albert Palmour requested Attorney Farrar to send him a copy of the current mowing agreement. Mayor Harvey stated that the situation will be reviewed to see what the city can do.

**ANNOUNCEMENTS:** Mayor Harvey stated that the turn out for the Christmas Parade was good in spite of the bad weather. Mayor Harvey expressed appreciation for all the participants.

**BETTER HOMETOWN:** Susan Locklear reported all activities she participated in during the month of November. Susan reported that the 14 contest wreath entries are displayed in Dowdy Park. Susan reported that there were 48 Christmas art entries and that all winners will be announced during Christmas in the Park.

**CODE ENFORCEMENT:** Codes Enforcement Officer Joey Norton reported that 501 permits have been sold so far this year and that property maintenance issues are being rectified.

**WATER TREATMENT PLANT:** Water Treatment Plant Director Janice Galloway reported that during the month of November 53 million gallons of water was pumped. Janice reported that Meredith Crow will be retiring at the end of this month. Janice stated that there will be a retirement party held for Meredith at 4 pm on Tuesday, December 31<sup>st</sup>. Janice also reported that the Depot is decorated for Christmas.

**PUBLIC WORKS:** Public Works Director Tony Carroll reported all work done by all departments for the month of November. Tony also reported that the CDBG project is 50% complete. Tony reported that he is working on a materials list for the third chicken house. Tony also reported that the city has been awarded \$7,500 from the Tilliston Foundation to help with the 4<sup>th</sup> of July celebration.

**RECREATION DEPARTMENT:** Kris Willis reported that the football season is wrapping up and baseball sign ups will begin this coming Friday. Kris also reported that the Santa N Uniform basketball tournaments will be begin Friday, December 13<sup>th</sup> and run through Wednesday December 18<sup>th</sup>.

**POLICE DEPARTMENT:** Police Chief Stan Mosley reported that officers patrolled 4,601 miles, issued 180 citations, and collected \$7,144 at the PD for the month of November. Chief Mosley explained that there was boarding report for November.

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**PROBATION:** Police Chief Stan Mosley reported that the probation department collected \$3,425 in fines and \$2,010 in fees for the month of November.

**WASTEWATER TREATMENT PLANT:** Wastewater Treatment Plant superintendent Chris Tuggle reported that there was 6.2 inches of rain recorded at the plant for the month of November. Chris also reported that 6 loads of waste dumped for \$512.40 and 25,000 gallons of condensation water from Tri-Con for \$125.00. Chris expressed appreciation to Tony Carroll and his crew for the help they gave with the influent pump. Chris stated as soon as the weather breaks work will begin on installing the new alum tank.

**FIRE DEPARTMENT:** Fire Chief Greg Echols reported that the Summerville Fire Department responded to 69 calls during the month of November. Among the calls were 4 spills, 18 cancelled en route, 19 medical assist, 2 false alarms, and 3 electrical wiring problems. The full report is attached as part of these minutes.

**CITY MANAGER - FINANCES:** City Manager Russell Thompson reported that expenses of 5.09 were slightly above revenue of 4.86 which is typical for this time of the year. City Manager Thompson stated that colder weather should be coming which will increase gas sales.

**CITY MANAGER – CHRISTMAS IN THE PARK:** City Manager Thompson explained that Dowdy Park is wet. City Manager Thompson explained further that an alternate date and location would be beneficial. City Manager Thompson suggested that a location just north of the park and depot could be used to better facilitate the event. City Manager Thompson stated that there is an extended forecast of rain which makes setting an alternative date difficult. City Manager Thompson suggested that a notice be published in the newspaper to notify the public the even will be rescheduled with the new date to be announced as soon as possible. Council expressed agreement with City Manager Thompson's plan but no formal motion was made.

**CITY MANAGER – TILLOTSON GRANT:** City Manager Thompson reported that the City of Summerville has been awarded three Tillotson grants; \$2,500 for 4<sup>th</sup> of July celebration, \$10,000 for Couey House repairs, and \$12,000 for Fire Department Equipment.

**PREVIOUS MEETING MINUTES:** Council Member David Ford made a motion to approve the minutes of previous meetings as prepared and presented. The motion was seconded by Council Member Dale Housch and carried unanimously.

**ANNUAL AUDIT REPORT:** Curtis Garvin of Williamson and Company addressed the Mayor and Council concerning the city's annual audit. Curtis explained that there are generally two issues of concern; is there anything wrong and is there anything that is better. Curtis stated that there is nothing wrong. Curtis explained that the annual audit wording has been changed from unqualified to unmodified. Curtis explained that the change is for verbiage only and will not change what is reviewed. Curtis reiterated the audit report distributed to all elected officials noting that within the report is a comparative analysis of last audit verses this audit. Curtis offered an opportunity for questions from Council. No questions were presented.

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**PUBLIC HEARING – FAMILY DOLLAR PARKING VARIANCE:** Mayor Harvey explained that a Public Hearing will be held for the Family Dollar to be located at 1011 Commerce Street. Mayor Harvey explained that the variance is a request for a reduction of patron parking spaces and loading dock requirements. Mayor Harvey explained that Family Dollar is asking to lower the number of parking spaces from 79 down to 45. Family Dollar is also asking to lower the number of loading docks from 3 down to 1. Mayor Harvey stated that since a variance has been requested the property has been posted and a public hearing will be held to give the public an opportunity to voice their opinions and or concerns.

**PUBLIC HEARING OPENED:** Mayor Harvey opened the public hearing for comment.

Building and Code Enforcement Officer Joey Norton explained that code requires one parking space for every 100 square feet of sales floor space. Joey explained that it is highly unlikely that there will be 79 people in the store at one time. Joey explained further that the Family Dollar uses their own trucks for deliveries as opposed to merchants that use various vendors to supply merchandise. Joey explained that the Family Dollar expects one delivery truck a week. Council Member Dale Housch asked if the one entrance will be sufficient for the location. Joey explained that DOT sets entrance requirements.

**PUBLIC HEARING CLOSED:** With all comments and discussion having been concluded Mayor Harvey closed the public hearing.

**FAMILY DOLLAR PARKING AND LOADING DOCK VARIANCE:** Council Member David Ford made a motion to authorize the requested variance for Family Dollar which is to reduce the number of parking spaces from 79 to 45 and loading docks from 3 to 1. The motion was seconded by Council Member Zachary Martin and carried unanimously.

**SIGN REQUEST – NORTH GEORGIA TAX SERVICES:** Mayor Harvey stated that the next item for discussion is a sign for North Georgia Income Tax Services at 45 East Washington Street. Mayor Harvey asked Joey Norton to explain the request. Joey explained that there was a 4 foot by 8 foot plywood sign installed on the building without getting a sign permit. Joey explained further that he had them remove the sign and go through the proper process. Joey stated that this is a seasonal business. Joey stated further that the sign size is within code requirements but requires Council approval due to the location. Council Member Joe Money, Jr. made a motion to approve the sign. The motion was seconded by Council Member David Ford and carried unanimously.

**SIGN REQUEST – HARVEY'S SOUTH END AUTO:** Mayor Harvey stated that there is another request for approval of a sign in the downtown business area. Codes Enforcement Officer Joey Norton stated that he has issued a temporary permit for Harvey's South End Auto at 9788 Rome Boulevard with the understanding that if Council decides to not approve the sign it will have to be removed. Joey explained that the 4 foot by 24 foot sign meets code requirements. Joey stated that he issued the temporary permit because the sign was needed to apply for the State license. Council Member David Ford made a motion to approve the 4' x 24' sign for Harvey's South End Auto. The motion was seconded by Council Member Dale Housch and carried unanimously.

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**2014 ALCOHOL LICENSE – RENEWALS:** Mayor Harvey stated that Council has received a list of the 2014 Alcohol Licenses to be renewed. Mayor Harvey requested City Manager Thompson to give details about the renewals. City Manager Thompson stated that this is the annual renewal of existing alcohol license which is usually done as a group. City Manager Thompson explained that a new more detailed application form has been created in correlation to the changes to the alcohol ordinance. City Manager Thompson stated that the code allows a 30 day grace period; Council could approve the list now and give applicants 30 days to get all their paperwork in. City Manager Thompson stated that he recommends all licenses be renewed with the stipulation that all fees and paperwork be submitted by December 31, 2013. Mayor Harvey stated that everyone has read the list of applicants then requested a motion. Council Member Joe Money, Jr. made a motion to approve all alcohol license renewals as listed with the understanding that all paperwork is turned in and all fees paid by December 31, 2013. The motion was seconded by Council Member David Ford and carried unanimously.

**ALCOHOL ORDINANCE – REPEAL CHAPTER 4, ARTICLE 2, SECTION 4-165/HAPPY HOUR:** Mayor Harvey requested City Attorney Albert Palmour to explain the listed repeal. Attorney Palmour explained that Chapter 4, Article 2, Section 4-165 prohibits happy hours in establishments with on-site consumption of alcohol. Attorney Palmour stated that there has been a request from a local business to repeal the happy hour ban. Mayor Harvey asked if there were any questions from Council concerning the repeal. There were no questions expressed by any elected officials. Mayor Harvey stated that since there were no questions or objections voiced this will be considered the first reading of the repeal of Chapter 4, Article 2, Section 4-165 for happy hour. Mayor Harvey stated that the second reading of the ordinance will be done at the next meeting.

**AMR/GEFA AWARD:** Mayor Harvey stated that the city has a GEFA award for automated meters. Mayor Harvey stated that a decision is needed by the January meeting. City Manager Thompson gave a synopsis of how automated meters work explaining that this will be a 1.2 million dollar project. City Manager Thompson explained also that 10 percent of the project cost is forgivable with .5% interest for 20 years which calculates to approximately \$57,000 per year. City Manager Thompson stated that the new metering system would provide drive-by capabilities. City Manager Thompson explained that financing on the gas meters has not been solicited yet. City Manager Thompson stated that he would like to do both gas and water meters noting that a decision is needed by the next meeting. Council Member Ford asked when the time is up for the grant. City Manager Thompson stated that we have six months but they prefer to have an answer in three months. Council Member Dale Housch asked if it will cost \$57,000 per year to repay the loan. City Manager Thompson stated that it is an expensive project that costs a lot of money but will provide a far more efficient system than what is currently used. City Manager Thompson stated that since it is an expensive project he wanted Council to have a couple of months to review and consider the project. City Manager Thompson stated that he thinks that all meters need to be swapped out for the automated type. Mayor Harvey stated that the project would be a lot of money but he thinks an automated system would be far more cost effective and efficient because of their superior metering and usage reporting capabilities. Mayor Harvey also expressed the opinion that both water and gas meters should be changed out. There was no action taken on this item. Discussion was for information purposes in preparation for the January 2014 Council Meeting.

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**FULL TIME PROBATION OFFICER:** Mayor Harvey stated that a request has been made for a full time probation officer. Mayor Harvey requested City Manager Thompson expound on the topic. City Manager Thompson stated that the decision concerning a full time probation officer was tabled at last month's meeting because Police Chief Stan Mosley was unable to be present. City Manager Thompson explained that currently there is a contract employee for probation services that is set to work 32 hours a week. City Manager Thompson explained that Police Chief Mosley feels that a full time probation officer will be far more efficient. City Manager Thompson stated that it would be an additional \$10,000 to have a full time probation officer and the mid-year budget would need to be modified. Police Chief Stan Mosley stated that he feels a full time employee would be able to do a better job with probation than a part-time person. Council Member Joe Money, Jr. asked if this would be a supervisory position. Chief Mosley responded that it would be a supervisory position noting that in order to meet mandates the person hired would need to have at least five years experience. City Manager Thompson interjected that with the case load the city carries a full-time person is needed or have the service privatized. Council Member David Ford asked Police Chief Mosley if he feels the additional \$10,000 is warranted. Chief Mosley responded that with five years experience the \$10,000 is justified. Council Member David Ford made a motion to approve hiring a full time probation officer at an additional cost of approximately \$10,000. The motion was seconded by Mayor Pro Tem Lloyd "Buddy" Windle and carried unanimously.

**VISITORS:** Mayor Harvey asked if any of the visitors had anything to say. Mr. Tony Moreland of Georgia Probation Services addressed the Mayor and Council saying that he can provide better and cheaper probation services. Mr. Moreland stated that his firm currently has over 4,000 probationers in their system and he is sure they can handle the Summerville probationers as well. Mr. Moreland stated finally that having their firm handle probation services for the City of Summerville would remove a large amount of liability for the city. Mayor Harvey stated that he appreciated Mr. Moreland attending the meeting and sharing his information.

**QUESTIONS FROM THE PUBLIC:** Mayor Harvey asked if anyone has any questions. Jason Espy of *The Summerville News* asked if Council is happy with the wage and salary survey or are there plans to make changes. Mayor Harvey responded that Council will be reviewing the salary and classification plan noting that there will probably be some changes. Jason Espy stated that several mistakes have been made in the plan with some people hired in at rates higher than plan specifications. Jason Espy stated further that some employees were initially rounded up and some were rounded down. Jason Espy asked how the decision was made to determine which way an employee's salary would be handled. Mayor Harvey responded suggesting that Jason talk with the City Manager about salary information but does not think that mistakes were necessarily made. City Manager Thompson interjected that the salary and classification system is a sliding plan. Mayor Harvey stated that the City Manager has the latitude that allows him to list positions as he sees fit under the Council's approval of fund appropriations. Mayor Harvey stated that they look at experience.

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**ADJOURN:** All business having been concluded for the December 9, 2013 Council Meeting Mayor Pro Tem Lloyd "Buddy" Windle made a motion to adjourn. Council Member Zachary Martin seconded the motion which carried unanimously.

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**HARRY HARVEY – MAYOR**

Attest:

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**JILL DURHAM – CITY CLERK, G.C.M.C.**