



CITY OF SUMMERVILLE SPECIAL CALLED MEETING MAY 5, 2014



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. Note: City Attorney Albert Palmour left after the Public Hearing.

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.

WELCOME: Mayor Harvey welcomed everyone to the first Budget Work Session for fiscal year ending June 2015. Mayor Harvey explained that there would be an opportunity for visitors to speak at the end of the meeting.

AGENDA: Mayor Harvey asked if there are any additions or deletions to the agenda. Council Member Joe Money, Jr. asked if there is any way to change the date of the second Budget Work Session to Monday, 5/19/14 or Tuesday, 5/20/14. Mayor Harvey stated that the decision on an alternate date would be handled later in the meeting. Council Member David Ford made a motion to accept the agenda with the addition of a date modification for the second Budget Work Session. The motion was seconded by Council Member Dale Housch and carried unanimously.

PUBLIC HEARING – ZONING 216 7TH STREET: Mayor Harvey stated that a Public Hearing is scheduled to allow Council to hear public input and questions about the request for rezoning property at 216 Seventh Street.

PUBLIC HEARING OPENED: Mayor Harvey stated that the Public Hearing is now open.

Building Codes and Zoning Compliance Officer Joey Norton stated that Ms. Rounsaville owns 216 Seventh Street which is currently zoned as R-2. Joey explained that Ms. Rounsaville is requesting the property be reclassified as C-2 to allow a small food services building to be established; something similar to Burger Shack or Maryland's Fried Chicken. Joey stated that the lot is 85 feet wide and 92 feet deep. Ms. Rounsaville's associate stated that the building would be approximately 20 feet by 10 feet, hours of operation would be 5 pm to 9 pm, and they would donate food tickets to the shelter and churches each month as an effort to be a benefit to the community. Mayor Harvey asked if there are any questions from Council. Council Member Dale Housch asked what kind of food would be served. Ms. Rounsaville's associate replied that plans are to serve burgers and wings with a daily special such as meatloaf. Ms. Rounsaville's associate stated that their goal is to assist the community with dinner. Council Member Dale Housch asked where the property is located. Joey Norton presented a map of the property which allowed Council to understand the geographic location.

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PUBLIC HEARING CONTINUED: Council Member Zachary Martin asked if the structure would be permanent. Ms. Rounsaville's associate responded that it would be a permanent structure. City Manager Russell Thompson stated the city has established zoning districts to maintain the intended purpose of given areas. City Manager Thompson stated that the property at 216 Seventh Street is zoned R-2; residential. City Manager Thompson stated that he recommends the request be denied to maintain the integrity of the area. City Attorney Albert Palmour interjected that if the rezoning request is granted then precedence will be set wherein adjacent property owners could request C-2 status which would shift a residential area to a commercial district. City Manager Thompson recommended that another meeting be held to be sure all surrounding property owners are notified and have an opportunity to respond. Joey Norton stated that the property has been posted and there is only one person that has not responded to inquiries concerning the rezoning request. City Attorney Palmour stated that the rezoning request revolves around the general principal of why the city has zoning districts and classifications. Council Member David Ford asked if there is a beauty shop across the street from the property being discussed. Joey Norton responded that there is. Joey stated that the beauty shop was there well before the time he began working as the city's building code and zoning ordinance person. Attorney Palmour stated that Council could grant a conditional variance. Mayor Harvey asked if there are any further comments or questions; none were voiced.

CLOSE PUBLIC HEARING: Mayor Harvey stated that the Public Hearing is now closed.

SECOND HEARING ON ZONING RECLASSIFICATION REQUEST – 216 7TH STREET: Mayor Pro Tem Lloyd "Buddy" Windle made a motion to have a second hearing on the zoning reclassification request for 216 Seventh Street at the May 12, 2014 Regular Council Meeting. The motion was seconded by Council Member David Ford and carried unanimously.

BUDGET WORK SESSION

BUDGET REQUESTS: Mayor Harvey requested City Manager Thompson to give an overview of the 2014-2015 Fiscal Year Budget. Mayor Harvey stated that once City Manager Thompson has given the overview then Council will look at specific parts. Mayor Harvey stated that this meeting is anticipated to be long and there will be a second meeting scheduled for May 22nd.

City Manager Thompson reviewed the Original Capital and Personnel Requests explaining that the items with a strike through them did not make it into the proposed budget. City Manager Thompson stated that there is a net decrease of \$200,000 without any equity transfer and without any increase in gas, water, or sewer rates. City Manager Thompson explained that the residential garbage fee will go up \$0.40 per residential account. City Manager Thompson explained that the sanitation service contract had a \$0.40 cent increase per residential account which will be a pass-thru. City Manager Thompson stated that the increase will not be to seniors or veterans. City Manager Thompson explained that the garbage service has not operated as a revenue building fund. City Manager Thompson noted that the slight increase will hold the loss for this service at about \$2,000 per year. City Manager Thompson explained that the budget is balanced with a \$35,000 contingency fund in administration and a \$28,000 cushion in S.P.L.O.S.T.

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BUDGET REQUESTS CONTINUED: City Manager Thompson stated that one "sticking point" presented at the mid year budget review was reclassifications and raises. City Manager Thompson stated that the proposed budget has \$24,000 set aside for Christmas bonuses, some staffing changes for a part-time helper at the Wastewater Treatment Plant moved to a full-time position, \$10,000 for seasonal help for cutting grass (hire high school kids out for the summer), \$3,600 for seasonal help at the Recreation Department. City Manager Thompson explained that some replacement vehicles are included. City Manager Thompson stated that the vehicles that need to be replaced are in the parking lot for Council to inspection.

SECOND BUDGET WORK SESSION DATE RESCHEDULED: Council Member Joe Money, Jr. asked if discussion could be held concerning having the second budget work session on May 19th or 20th. A general discussion rendered that Tuesday, May 20th at 6 pm will work for everyone. Council Member Dale Housch made a motion to set the second budget work session for 6 pm on Tuesday, May 20th. The motion was seconded by Council Member David Ford and carried unanimously.

NEW FEE: City Manager Thompson stated that he is requesting a new fee for same day utility reconnections. City Manager Thompson stated that current protocol is that all service orders are worked in the order they are received and guaranteed to be completed before the end of the following business day. City Manager Thompson stated that some problems have occurred when people insist their service be restored the same day. City Manager Thompson stated that if people want to guarantee their service is reconnected the same business day they could pay a \$75 reconnect fee verses the standard \$50.

RECREATION DEPARTMENT: Council Member Joe Money, Jr. asked how old the tractors are that the Recreation Department uses to mow. Recreation Department Director Bo Chamlee responded that the tractors are 16 years old. City Manager Thompson explained that a zero radius mower would do a better job than the current finishing mowers.

DITCH WITCH: Utility Director Tony Carroll explained that the ditch witch was supposed to be here for Council to inspect but it broke down again. Tony explained that it has been in the shop for repairs multiple times; one time after the other.

TURBIDIMETER SENSOR ASSEMBLY: Water Plant Director Janice Galloway explained that the Water Plant turbidimeter sensor is so old that the device is obsolete and repair parts are not available. Janice explained that the unit needs to be replaced before it goes down and there is no way to do the required monitoring.

COUEY HOUSE: Council Member Joe Money, Jr. asked if City Manager Thompson has been contacted by the people that did the cabin work at Berry College. City Manager Thompson responded that three different people are in the process of getting information together with proposals.

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RAISES: City Manager Thompson asked if Council wants to look at raises now or later. Mayor Harvey responded stating that he could touch on the item but that Council needs to look at other things; come back to raises later. City Manager Thompson stated that the budget is balanced with a 3.25% raise for employees. City Manager Thompson explained that the protocol that would be taken is for those employees that are frozen to receive a one time bonus only; no change in their hourly rate of pay. City Manager Thompson explained that there is enough in the contingency requests for reclassifications if Council wants to revisit the requests. Mayor Harvey stated that he wants Council to look at everything else then come back to raises.

REVENUE: City Manager Thompson explained that he has been very conservative on the revenue side of the budget. City Manager Thompson explained that he calculated an average making sure to hold the projections to the low side. City Manager Thompson explained that sewer revenue is projected to be slightly lower due to Mohawk using cooling towers. City Manager Thompson explained that the cooling tower water will be metered so that an adjustment can be done on the sewer side of their bill.

BUILDING MAINTENANCE: City Manager Thompson explained that around \$10,000 is listed under Administration building maintenance. City Manager Thompson explained that the windows in City Hall need replacing. City Manager Thompson explained that replacing the windows would help with both heating and cooling of the building.

COMPUTER UPGRADE & EQUIPMENT: City Manager Thompson explained that the funds listed under the administration computer upgrade and equipment is to replace a couple of the oldest computers and transition our XP operating system to Windows 7 which will help with the operation of our Harris software.

LIBRARY SUPPORT: City Manager Thompson explained that the city's contribution to support the library has been raised by \$5,000. City Manager Thompson explained that the level of support had been lowered during difficult financial times.

BREAK - A short break was taken.

RECREATION DEPARTMENT – TRAVEL & TRAINING: City Manager Thompson explained that the city helps with travel expenses for Summerville Recreation Department teams that participate in state competition as well as mandated training for our Recreation Department directors. City Manager Thompson explained that it is difficult to predict how many teams will be going to state so the number plugged in is reflective of active participation in this level of competition.

DREDGE WASTEWATER BASINS: City Manager Thompson explained that S.P.L.O.S.T. funds will be needed to dredge the wastewater basins. City Manager Thompson explained that the anticipated cost of \$60,000 to \$90,000 is not listed in the proposed 2014-2015 budget. City Manager Thompson explained that when the basins were reworked during the plant upgraded the drainage system was cemented into place which results in them (basins) needing to be dredged.

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DREDGE WASTEWATER BASINS CONTINUED: City Manager Thompson and Chris Tuggle both explained that a carousel system would be superior to what the city has in place but would take approximately three million dollars to install. City Manager Thompson stated that the basins have been in place since 1967.

LOWE SPRING WATER PLANT: City Manager Thompson explained that the \$70,000 listed for Lowe Spring Plant facility is for maintenance. Water Plant Superintendent Janice Galloway explained that the filters need maintenance, the property line needs cleaning, and if the flow for Mohawk goes up then the overall cost to operate that location will increase.

STREETSCAPE: Council Member Dale Housch stated that nothing can be done on the Streetscape project until the money is received. City Manager Thompson stated that there is a \$100,000 commitment from the county for the streetscape project. City Manager Thompson explained that they are currently waiting on the environmental portion to be approved. City Manager Thompson stated that calls from elected officials will help.

SALARIES: Mayor Harvey instructed Council to turn back to the salary sheet. Mayor Harvey stated that he wanted Council to deal with positions not people. Mayor Harvey stated that the City Manager put in a 3.25% raise. Mayor Harvey stated that the step plan has 1.25% with some people not getting any increase. Mayor Harvey stated that there were also requests from department heads for increases that he does not think needs to take place. City Manager Thompson stated that funds are sufficient to cover a 3.25% raise. City Manager Thompson stated that he anticipated non-frozen staff members to receive a raise and the frozen staff members would get a one time bonus. Council Member Joe Money, Jr. asked if he could have an up to date copy of the plan. Mayor Harvey stated that he understands the thought process but feels that 3.25% is too high. Council Member Money stated that there are some staff members that are paid above what the plan specifies. City Manager Thompson responded stating that those staff members that are frozen would receive a one time bonus. City Manager Thompson stated that he was trying to come up with an avenue that would provide something that would be equal for everyone. Mayor Harvey stated that Council needs to be sure everything else is taken care of before any raises are given. Council Member Dale Housch asked if the staff members that are frozen are those with a classification of 20 or above. Council Member Dale Housch also asked if the water/sewer level 20 position with a salary of \$48,865 gets overtime. City Manager Thompson explained that that position does get overtime. It was explained that Federal labor law requires a position to earn \$52,000 or above to be exempt from overtime pay. Council Member David Ford said that the meter reader is being elevated to class 10 and the service technician is a class 9. Council Member Ford stated that the class 9 service technician trained the meter reader and he (Council Member Ford) thinks the service technician should be a class 10 also. Council Member Ford stated that he would like to have the job description for the service technician and lead meter reader. Council Member Joe Money, Jr. asked for the cost for the frozen staff member bonus. City Manager Thompson stated that what he has listed is for Council's consideration. City Manager Thompson stated that he didn't want to ask for raises when there were rate increases. City Manager Thompson stated that the budget is balanced with the inclusion of the raise.

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SALARIES CONTINUED: City Manager Thompson stated that one of the reasons the budget is in such good condition is because of the diligent and conscious efforts made by staff to keep expenses under control. Council Member Dale Housch asked what minimum wage is versus the city's entry level pay. It was noted that the city's entry level pay is \$11.77; minimum wage is \$10.50. Mayor Harvey stated that he wants everyone to look at salaries and take some time to review what is listed. Mayor Harvey stated that it is his opinion that the pay plan has been difficult but it is one of the better things done. Mayor Harvey stated that he wants a budget prepared with a 1.25% increase and zero increase. City Manager Thompson stated that he wants to be sure that he has everything listed that has been requested. City Manager Thompson stated that he has listed Council would like a job description for the lead meter reader and the service technician, the dollar amount of bonuses for frozen staff members at 3.25%, the salary adjustment amount if the plan has 1.25% raises, and an updated classification plan. Council Member Dale Housch asked that when the classification plan is prepared please be sure it has a date listed. Council Member Housch stated that without dates on the sheets it is easy to intermingle data.

THANK YOU TO STAFF: City Manager Thompson stated that he wanted to thank Carla and Jessica for their help in preparing the proposed budget.

QUESTIONS FROM THE PUBLIC: Mayor Harvey asked if there are any questions or other items that need discussion.

PROBATION: Jason Espy of *The Summerville News* asked what would happen to the two people in Probation after May 21st or 22nd if the County decides to privatize probation. City Manager Thompson stated that the city's budget would have to be amended. City Manager Thompson stated that there is the possibility of the extra staff member rolling to the police department.

DITCH ON E. WASHINGTON STREET: Jason Espy asked how much it cost to fix the ditch on East Washington Street. Tony Carroll responded that 4 yards of concrete was used; approximately \$500.

LYERLY STREET: Jason Espy asked if there are any updates on Lyerly Street. City Manager Thompson responded stating there has been no activity since November.

BONUS: Jason Espy asked if the bonus discussed would be handled with a one time check. City Manager Thompson stated that would depend on Council's decision.

ADJOURN: All business having been completed Mayor Pro Tem Lloyd "Buddy" Windle 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.