



CITY OF SUMMERVILLE REGULAR COUNCIL MEETING JULY 14, 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 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 Joe Money, Jr. led the pledge of allegiance.

AGENDA: Mayor Harvey asked if there are any changes to the agenda. No changes were requested. Council Member David Ford made a motion to approve the meeting agenda as prepared and presented. The motion was seconded by Council Member Dale Housch and carried unanimously.

MAYOR'S COMMENTS: Mayor Harvey welcomed everyone to the July Council Meeting. Mayor Harvey asked any visitors to please sign in listing their name, address, and reason for attending the meeting. Mayor Harvey stated that an opportunity to address Council will be provided at the end of the meeting. Mayor Harvey stated that comments should be limited to two minutes each.

MAYOR'S ANNOUNCEMENTS: Mayor Harvey announced that the second Saturday event was a success. Mayor Harvey announced that the next second Saturday event will be held August 9th. Council Member David Ford interjected that there were over 200 people in attendance at the July 12th event. Council Member Joe Money, Jr. announced that this Saturday, July 19th, the Battle of the Bands will be held beginning at 5:30 PM. Council Member Money explained that eight bands will split a \$900 purse, food will be by Los Maguey and the Fair Committee. Mayor Harvey reported that this past Saturday there was a Teen Awareness program held which was a success. Mayor Harvey stated that he would like to have a planning session at 6:30 PM on August 18th. Mayor Harvey explained that he wanted to review things that have been done over the summer and what things are coming up. Mayor Harvey announced that the August Regular Council Meeting will be held August 11th. Mayor Harvey also announced that the Chattooga County Fair will be held August 21st. Mayor Harvey stated that he would like to work on a committee for the compensation plan. Mayor Harvey stated that he would like to see two Council Members as well as management and employees participate. Mayor Harvey stated that he would like to see the committee meet in August or September.

BETTER HOMETOWN: Mayor Harvey asked for City Manager Thompson to give an update on Better Hometown. City Manager Thompson reported that on July 7th interviews were done with the top three finalists for the Better Hometown position. City Manager Thompson reported that the Better Hometown Committee recommended Susan Locklear for the position. City Manager Thompson reported that Ms. Locklear will begin on July 28, 2014.

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CODE ENFORCEMENT: Building and Code Compliance Officer Joey Norton reported that during the month of June 9 permits were sold for \$492.00, 8 new compliance cases were opened, and general follow up on existing cases has been done. Council Member Dale Housch stated that Scoggins looks a lot better.

WATER TREATMENT PLANT: City Manager Thompson explained that Janice Galloway is out due to illness. City Manager Thompson reported that work is in progress for cleaning the basins.

WASTEWATER TREATMENT PLANT: Wastewater Treatment Plant Superintendent Chris Tuggle reported that 42.6 gallons of sludge was treated during the month of June for a daily average of 1.4million gallons. Chris also reported the number of truck loads of septic waste and condensation water. Chris reported that the water shed report has been submitted to the Sate. Chris reported the general maintenance preformed at the wastewater treatment plant.

PUBLIC WORKS: Terry Tinney reported for Tony Carroll giving a listing of every work order done by all departments under his supervision. Terry reported that in the month of June 153 pot holes were repaired and LMIG paving is complete.

RECREATION DEPARTMENT: Recreation Department Director Bo Chamlee reported that the 9 and 10 year old girls won the State Softball Championship and will compete in the World Championship games in Mississippi. Bo also reported that the 11 year old boys are currently in competition for the State Championship.

POLICE DEPARTMENT: Police Chief Stan Mosley reported that officers patrolled 6,780 miles, issued 134 citations, and collect4ed \$7,563 at the PD. City Probation collected \$8,753 and State Probation collected \$6,663 for the month of June.

CITY MANAGER: City Manager Russell Thompson reported that the fiscal year finished with 16.2 in revenues and 15.4 in expenses. City Manager Thompson stated that there is 3.1 million in the bank and would like Council to consider the possibility of creating some special accounts; which will be discussed a little later in the meeting. City Manager Thompson stated that pot holes cost approximately \$125 each to fix and there is about \$19,000 left. City Manager Thompson reported that next Monday or Tuesday they will start jacking up the Couey House.

PREVIOUS MINUTES: Council Member David Ford made a motion to approve the previous minutes as prepared and presented. The motion was seconded by Council Member Zachary Martin and carried unanimously.

WILLOW SPRINGS TRAIL PROJECT: Mayor Harvey stated that the next item for discussion is the Willow Springs Trail Project engineering agreement. Mayor Harvey asked for City Manager Thompson to give details of the agreement. City Manager Thompson explained that the City has received a \$100,000 DNR Trail Grant with \$25,000 match that will have \$5,000 in-kind services. City Manager Thompson explained that the bid opening for the project was done on 7/10/14 and found to be \$50,000 over budget. City Manager Thompson stated that he is in the process of working on that. City Manager Thompson explained that there is an agreement for engineering and design services.

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WILLOW SPRINGS TRAIL PROJECT CONTINUED: City Manager Thompson stated that he recommends staying with LADD noting that the agreement is for \$14,500 which is in line with the budgeted amount. Council Member Dale Housch asked what the rate is if this part goes over the designated 40 hour limit. City Manager Thompson responded stating that there is a break-down of fees in attachment "F" of the agreement. City Manager Thompson explained that some of the rules of environmental remediation can create expenses. Council Member David Ford made a motion to approve the engineering agreement with LADD Environmental for the Willow Springs/Depot trail project for \$14,500. The motion was seconded by Council Member Zachary Martin and carried unanimously.

2012 USED CHEVY SILVERADO WORK PACKAGE TRUCK: Mayor Harvey stated that a request has been submitted to Council for the purchase of a 2012 Chevy Silverado from Jackson Chevrolet in Lafayette. Mayor Harvey asked City Manager Thompson to give details of the request. City Manager Thompson stated that the budget appropriated funding to replace three trucks which will be paid for out of S.P.L.O.S.T. funds. City Manager Thompson explained that the truck being considered for purchase is to replace the Toyota meter reading truck that has approximately 220,000 miles. City Manager Thompson stated if Council approves the replacement purchase then the Toyota will be sold as surplus. City Manager Thompson explained that the three replacement trucks in the budget were set at \$18,000 each. City Manager Thompson stated that this used 2012 Chevy is under budget at \$16,100 with 37,000 miles and a work truck package. Council Member David Ford made a motion to approve the purchase as described. The motion was seconded by Mayor Pro Tem Lloyd "Buddy" Windle and carried unanimously.

WASTEWATER TREATMENT PLANT INFLUENT PUMP IMPELLER: Mayor Harvey asked City Manager Thompson to explain the request for a replacement impeller for the Wastewater Treatment Plant. City Manager Thompson explained that Council will remember last year when the WWTP had an impeller break down which caused some flow challenges at the plant and ended up costing \$40,000 to repair due to compound damage from the impeller. City Manager Thompson explained further that during last year's challenges the other pump was serviced and divulged the need for a new impeller. City Manager Thompson stated that replacing the second impeller should help to mitigate damage. WWTP supervisor Chris Tuggle interjected that the pumps are made in Germany and there is a 6 to 8 week lead time on parts. Council Member Joe Money, Jr. made a motion to approve the purchase of a replacement influent impeller from Reflow Services, LLC at a cost of \$12,235. The motion was seconded by Council Member Dale Housch and carried unanimously.

FLSA 7(k) EXEMPTION POLICY – POLICE & FIRE: Mayor Harvey asked City Manager Thompson and City Attorney Albert Palmour to provide information concerning the FLSA 7(k) exemption policy. City Manager Thompson explained that the FLSA 7(k) exemption policy allows the City to establish as 28 day pay cycle. City Manager Thompson explained that there are currently an allowable number of hours for police and a different number of allowable hours for firefighters. City Manager Thompson explained that adopting the 7(k) exemption would standardize the hours for both departments and allow for a clear policy on overtime.

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FLSA 7(k) EXEMPTION POLICY – POLICE & FIRE CONTINUED: Attorney Palmour stated that a resolution adopting the FLSA 7(k) policy would establish a 28 day pay period with overtime calculated based on pay periods. Attorney Palmour stated that a first and second reading would be needed. Mayor Harvey asked if all details of the policy need to be set now. Attorney Palmour replied that they do not; Council can approve the 28 day cycle then set specific details at a later date. Attorney Palmour stated that further consideration can be given then have the item listed for the August meeting. Mayor Harvey stated that having the item for the August meeting would be good; allows all information to be gathered and examples of implementation to be provided. Council Member David Ford asked if the change would make things easier on the police department. Attorney Palmour responded that putting the fire and police departments on 28 day cycles will work better for both departments.

RESTRICTED/UNRESTRICTED CASH RESERVES & CAP FOR OPERATING ACCOUNT: Mayor Harvey stated that there is 3.2 million in the City's operating account. Mayor Harvey stated that the City Manager is recommending setting some funds aside for various things. Mayor Harvey asked City Manager Thompson to explain his recommendation. City Manager Thompson stated that he needs a legislative decision concerning the City's operating account. City Manager Thompson explained that any funds above a set amount in the City's operating account could be moved to a restricted or un-restricted account set as Council sees fit. City Manager Thompson stated that he would like to see a rainy day fund to be used for debt reduction or capital improvements; each of which could have a separate account. City Manager Thompson stated that if there was a low year the funds could be used as supplemental funding then build back up when possible. Mayor Harvey stated that he likes the idea. Mayor Harvey stated further that one fund could be used to avoid rate increases. City Manager Thompson stated that it would be the same as an equity transfer fund but in a cleaner format. Council Member David Ford asked how much money. Mayor Harvey responded stating that he was thinking about keeping 2 million in the operating account. City Manager Thompson stated that it can be set at 2 million and see how that goes and adjust if need be. Council Member Dale Housch stated that he would like to have a little more time to consider the options. City Manager Thompson stated that he would have some information coordinated for distribution to Council at the retreat.

OXFORD LAW FIRM SIGN: Mayor Harvey stated the next item for consideration is a sign for Oxford Law Firm at 56 West Washington Street. Building and Codes Enforcement Officer Joey Norton stated that the sign application meets the ordinance specifications but since the sign is in the downtown historic district approval is required by Council. City Manager Thompson stated that he granted a tentative sign permit with the understanding that if Council chose to not approve the application it would be revoked. Council Member Joe Money, Jr. made a motion to approve the sign for Oxford Law Firm as presented. The motion was seconded by Council Member David Ford and carried unanimously.

JULY 19, 2014 SPECIAL EVENT ALCOHOL PERMIT: Mayor Harvey stated that a request has been received from Los Maguey's for an alcohol permit for the special event to be held on July 19th. Mayor Harvey asked for City Manager Thompson to give the details of the request. City Manager Thompson explained that the City does not pick the vendor for this event; the County did. Los Maguey's is the vendor chosen and would need a one day permit.

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JULY 19, 2014 SPECIAL EVENT ALCOHOL PERMIT CONTINUED: City Manager Thompson stated that he recommends issuance of the permit with no fee since they have a local alcohol license. Council Member Dale Housch made a motion to approve a one day special event alcohol license permit to Los Maguey's for July 19, 2014 at no charge since they have a local alcohol license. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

DRAWING – PUBLIC AWARENESS EFFECTIVENESS SURVEY: Mayor Harvey explained that it is time to have the drawing from the entries for credit on customer utility bills; one \$250 winner, two \$100 winners, and one \$50 winner. Mayor Harvey asked City Manager Thompson to explain the survey and drawing. City Manager Thompson explained that the Georgia Public Service Commission requires the City to do surveys of public awareness with every four years necessitating completion of a paper survey that must be turned in to the City. City Manager Thompson stated that in the past the City has had great difficulty getting people to fill out the survey forms. City Manager Thompson explained that giving the public an opportunity to enter their name to potentially receive a credit on their utility bill when the survey was turned in seemed like it could help achieve the quota of surveys required by the Georgia PSC. City Manager Thompson reported that the approach was a success noting that in the past there were *zero* surveys turned in and this year there were 90. City Manager Thompson stated that a permit was obtained from Sheriff Mark Schrader to hold the raffle. City Manager Thompson expressed appreciation to all participants that took the time to fill out the surveys. Mayor Harvey dumped all the entries into a hat and stirred them up then pulled out the following winners. One \$50 winning ticket went to Lorraine Roberts of 79 Martin Street. One \$100 winning ticket went to Lana Barton of 191 Given Street. The second \$100 winning ticket went to Charli Cook of 349 Knollwood Circle. The grand prize winner of the \$250 ticket went to Thomas Cook of 560 Union Street. Mayor Harvey expressed appreciation for all participants.

ADJOURN: All current business having been concluded, Council Member David Ford made a motion to adjourn. The motion was seconded by Mayor Pro Tem Lloyd "Buddy" Windle and carried unanimously.

HARRY HARVEY – MAYOR

Attest:

JILL DURHAM – CITY CLERK G.C.M.C.