



CITY OF SUMMERVILLE REGULAR COUNCIL MEETING FEBRUARY 9, 2015



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. City Manager Russell Thompson stated that the second reading for the amendment to the City's International Maintenance Code needs to be added. Mayor Harvey stated that the item could be listed before the Executive Session. Council Member David Ford made a motion to approve the agenda with the addition of a second reading for the International Maintenance Code amendment. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

VISITORS: Mayor Harry Harvey expressed appreciation for everyone attending the February Regular Council Meeting. Mayor Harvey requested that all visitors sign in listing their name, address, and reason for attending the meeting. Mayor Harvey read the list of guests that signed in. Mayor Harvey offered an opportunity for visitors to address Council now and another chance at the end of the meeting. Visitor Larry Howard addressed Council.

LARRY HOWARD – CHAMPIONS FOR CHILDREN: Larry Howard addressed Council handing out a flyer for the Boys and Girls Club. Larry explained that the Chattooga Chapter of the Boys and Girls Club will host a luncheon on Thursday, March 26, 2015 from 11:30 am through 1 pm. Larry explained that individual tickets for the luncheon will be \$25.00 per person and a table of 8 will be \$300.00. Larry stated that he would like to encourage participation in this event to help our community's youth.

PROCLAMATION – SENORISE PERRY: Mayor Harvey recognized Seniorise Perry for his outstanding athleticism. Mayor Harvey also recognized Seniorise's family members present. Mayor Harvey read the proclamation aloud. A copy of said proclamation is attached and becomes part of these minutes. Mayor Harvey also recognized the Summerville Recreation Department Director Bo Chamlee for the positive impact fostered for our community youth. Pictures were taken of the presentation by Jason Espy of *The Summerville News*.

BETTER HOMETOWN: Susan Locklear presented information concerning all activities associated with her position during the month of January 2015. A written report is attached and becomes a part of these minutes.

CODE ENFORCEMENT: Joey Norton reported all January activities for Code Enforcement. A copy of the report is attached and becomes part of these minutes.

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WATER TREATMENT PLANT: City Manager Russell Thompson stated that Janice Galloway requested to be excused from the meeting due to a death in her family. A written report of the departmental activities was submitted with Council packets and is attached and considered part of the minutes.

WASTEWATER TREATMENT PLANT: Chris Tuggle presented a report of the activities of the Wastewater Treatment Plant which was included with Council packets. The report is attached and becomes part of these minutes.

PUBLIC WORKS/UTILITIES: Terry Tinney reviewed the report submitted to Council for all work done in all departments in Public Works. A copy of the report is attached and becomes part of these minutes.

RECREATION DEPARTMENT: Bo Chamlee reviewed the Recreation Department report submitted to Council as part of their information packets. A copy of the report is attached and becomes part of these minutes.

POLICE DEPARTMENT: Public Safety Director & Police Chief Stan Mosley reported all activities of officers and collections handled by the Summerville Police Department for the month of January. Chief Mosley also reported all City and State Probation activities and collections handled at the Summerville Probation Office for the month of January. A copy of the report distributed to Council with their meeting information is attached and becomes part of these minutes.

FIRE DEPARTMENT: Fire Chief Greg Echols reported all calls handled by the Summerville Fire Department for the month of January. A copy of the detailed report is attached and becomes part of these minutes.

CITY ATTORNEY: City Attorney Albert Palmour stated that he is currently working on information concerning a 3, 5, and 8% hotel/motel tax which will be ready for the February 2015 meeting.

CITY MANAGER: City Manager Thompson stated that financial information was included with the meeting packets. City Manager Thompson explained that expenses are still above revenue noting that this month is when the revenue trend makes an upward swing. City Manager Thompson stated further that the current bank balance is \$3,215,251.89. City Manager Thompson stated that if anyone has questions please let him know.

PREVIOUS MINUTES: Mayor Harvey stated that the first thing listed under new business is approval of the minutes for the last two meetings. Council Member David Ford made a motion to approve the minutes of the last two meetings as prepared and presented. The motion was seconded by Council Member Zachary Martin and carried unanimously.

MID-YEAR BUDGET AMENDMENTS: Mayor Harvey asked City Manager Thompson to address Council concerning the mid-year budget amendments. City Manager Thompson explained that there is about a \$600,000 decrease to the budget primarily due to decreased commodity cost for gas. City Manager Thompson explained that there is a sheet in the Council packet showing the original appropriated funds for the 2014-2015 fiscal year with another column on the same sheet showing the proposed mid-year amendments.

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MID-YEAR BUDGET AMENDMENTS CONTINUED: City Manager Thompson explained that there are also bullet point sheets explaining the proposed amendments for both the revenue and expenditure sides of the budget. City Manager Thompson stated that a full copy of the budget showing amounts appropriated, proposed amendments, month-to-date totals, year-to-date totals, and the 2015 budget balances. City Manager Thompson asked that everyone review what is listed, make notes, and call with any questions. City Manager Thompson also stated that there is a copy of the budget with proposed amendments available for public review. Mayor Harvey stated that a budget work session will need to be set. City Manager Thompson explained that once Council determines the amendments there will need to be a first and second reading and a final adoption for approval.

OPERATIONAL FUND CAP: Mayor Harvey stated that discussion has been held concerning setting a cap for the general operating fund with consideration of establishing a contingency fund, a debt reduction fund, and a capital improvements fund. City Manager Thompson stated that he wants to be clear that Council has full control of any cap set for the operating fund and if any funds are set aside to be earmarked for specific goals. City Manager Thompson stated that the city has had a couple of successful years which makes it possible to set a cap on the general operating fund if Council so chooses. City Manager Thompson explained that the city's operating fund has been as high as 4 million and as low as \$750,000. City Manager Thompson stated further that he has provided the last three fiscal years ending balances for review. City Manager Thompson stated that he recommends setting a cap of 2 million on the operating fund using 70% of the funds above the 2 million mark for a restricted contingency fund to be used for emergencies only. City Manager Thompson stated that he recommended 15% of the funds above the 2 million mark be earmarked for capital improvements and the final 15% set for debt forgiveness. City Manager Thompson explained that he used the bank balance as of December 31, 2014 to calculate the distribution. City Manager Thompson stated that with the 12/31/14 scenario \$762,898.23 would be placed in a restricted account and \$168,478.19 would be allocated to each of the two remaining accounts; capital improvement and debt reduction. City Manager Thompson explained further that any use of contingency funds would need to be voted on by Council. City Manager Thompson reiterated that it is up to Council to decide what they see fit to have done. Mayor Harvey stated that he thinks that money needs to be set aside but is concerned if 2 million dollars is sufficient for the operating account. City Manager Thompson stated that over the past few years 2 million has proven to be sufficient. City Manager Thompson interjected that if there is a low cash report Council needs to keep in mind that the city operates on a "bell curve"; warm months have less cash flow than winter. Mayor Harvey stated that he would like to have a planning meeting at the end of February or the first of March to set priorities. City Manager Thompson stated that it would be up to Council to determine how funds are spent. Council Member Dale Housch made a motion to approve City Manager Thompson's recommendation of setting a cap on the general operating fund at 2 million dollars with the balance above the 2 million mark to be split with 70% (\$762,898.23) going to a contingency fund, 15% (\$168,478.19) put in a debt reduction fund, and 15% (\$168,478.19) put in a capital improvement fund. The motion was seconded by Council Member David Ford and carried unanimously.

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PLAYGROUND EQUIPMENT – FAIRWAY: Mayor Harvey asked for City Manager Thompson to give details concerning the request for playground equipment at the Fairway Recreation facility. City Manager Thompson explained that a quote has been received for \$19,530.70 from Game Time for Fairway Recreation playground equipment. City Manager Thompson stated that Gordon is working on getting a price through a State contract. City Manager Thompson stated that he is asking for approval of the playground equipment not to exceed \$19,530.70. City Manager Thompson stated that \$20,000 has been earmarked in S.P.L.O.S.T. funds for this project. Council Member Zachary Martin asked if the amount listed is with installation. City Manager responded stating that installation is included. Council Member David Ford asked if parts would be available for the system. Attorney Albert Palmour responded that the product from Game Time is in Ft. Payne. Council Member Joe Money, Jr. asked if there are any plans for improvements to the Summerville playground equipment. Recreation Director Bo Chamlee responded that there are plans to upgrade the equipment in Summerville. Bo explained that the Fairway is being replaced first because it is the oldest. Council Member Dale Housch stated that he came across some folks from Game Time installing playground equipment at Watson's near Crossville. Council Member Dale Housch stated that they looked like nice hard working guys. Council Member David Ford made a motion to authorize the purchase of playground equipment for the Fairway Recreation facility not to exceed \$19,530.70. The motion was seconded by Mayor Pro Tem Lloyd "Buddy" Windle and carried unanimously.

PURCHASE PATROL CAR: Mayor Harvey stated the next item for discussion is a request for a new patrol car to be purchased with S.P.L.O.S.T. funds not to exceed \$42,000. City Manager Thompson stated that request is to purchase a car with equipment. City Manager Thompson stated that Ford has discontinued the Crown Vic cars so there are several other options. City Manager Thompson stated that he recommends authorizing the funds with Chief Mosley and purchasing working together to find a vehicle that will stay within budget restraints. Council Member Dale Housch asked if the vehicle will have cameras and laptops. Chief Mosley stated that all usable equipment will be stripped from the oldest vehicle and used on the new one. Chief Mosley stated that a new camera system is needed because the current system records to VHS tapes which are no longer manufactured; outdated technology. Mayor Pro Tem Lloyd "Buddy" Windle stated that if vehicles are not replaced along the way the city is going to end up in the same spot as was dealt with years ago when everything was breaking down at the same time. Council Member Dale Housch made a motion to approve the purchase of a patrol car with the cost not to exceed \$42,000. The motion was seconded by Council Member David Ford and carried unanimously.

INTERIM FUNDING FOR USDA REVENUE BOND: Mayor Harvey asked City Manager Thompson to give details concerning interim financing for the USDA revenue bond. City Manager Thompson explained that he has received two quotes from local banks for the required interim financing associated with the USDA revenue bond. City Manager Thompson explained that once the bond is issued then the money goes back to USDA. City Attorney Albert Palmour interjected that all local banks were requested to submit a quote. City Attorney Palmour stated that United Community Bank quoted 1.36% interest rate with \$3,500 in fees and BB&T quoted .96% interest with no fees.

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INTERIM FUNDING FOR USDA REVENUE BOND CONTINUED: City Manager Thompson stated that the recommendation is to go with BB&T and authorize the Mayor to sign all associated documents in order to move forward with the project. Council Member Joe Money, Jr. made a motion to authorize Mayor Harvey to sign all associated documents to secure interim funding for the USDA revenue bond through BB&T bank with an interest rate of \$0.96 and no fees. The motion was seconded by Council Member Dale Housch and carried unanimously.

BRICK WORK FOR SIDEWALKS – COMMISSIONER’S OFFICE: Mayor Harvey requested City Manager Thompson to give details of the request for brick work in front of the Commissioner’s office. City Manager Thompson explained that the brick work in front of the Commissioner’s office includes flower beds and hand rails along with visual perspective markers for the steps. City Manager Thompson explained that a strip containing grit would be installed on the steps. City Manager Thompson stated that he does not anticipate the project going over \$8,000. City Manager Thompson stated that he recommends authorization of \$8,000 for the project. Council Member Dale Housch asked if there is a sketch of what will be done. City Manager Thompson explained that Tony Carroll has the drawings but a copy can be provided. Council Member Dale Housch made a motion to authorize \$8,000 for the project described. Council Member Zachary Martin seconded the motion which carried unanimously.

PENNVILLE SEWER PROJECT MATERIALS: City Manager Thompson stated that the request is for materials not originally funded for the sewer connection project in Pennville. City Manager Thompson stated that the low bid for the materials is from Walter A. Wood for \$13,202.33. City Manager Thompson explained that CDGB funds will reimburse the expense. Council Member Zachary Martin made a motion to approve purchasing materials needed for the Pennville sewer project which will be reimbursed with CDBG funds. The motion was seconded by Council Member David Ford and carried unanimously.

DENTAL INSURANCE: City Manager Thompson stated that Council chose to go with an insurance broker. City Manager Thompson stated that the city’s insurance broker has looked into the potential of better deal for the dental insurance. Tony Jones reported that the dental insurance the city currently has is through the Georgia Municipal Association with Delta Dental. Tony explained that the city can save at least \$7,000 per year for dental premiums by going with Guardian Dental Insurance. Tony explained that the Guardian coverage mirrors Delta Dental coverage. Tony explained further that it is possible to cancel the Delta Dental coverage with a 30 day written notification. City Manager Thompson stated that whichever way Council chooses to go it will not impact employees because the dental insurance is provided by the city. Tony explained that Guardian will have a three-tier coverage system that will end up saving approximately \$500 per month. Council Member David Ford made a motion for the city to go with Guardian Dental Insurance. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

4TH OF JULY CELEBRATION: Mayor Harvey stated that questions have already come up about the 4th of July celebration. City Manager Thompson stated that this item is discussed every year. City Manager Thompson stated that Tony Carroll indicated that Mr. Parker will not be available to shoot fireworks on the 4th. City Manager Thompson stated that Mayor Harvey has a copy of the email Tony received listing when Mr. Parker is available.

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4TH OF JULY CELEBRATION CONTINUED: Mayor Harvey read the email. City Manager Thompson stated that the date can be set after the Executive Session. Council Member Joe Money, Jr. asked how much it would cost for the city to do the shoot. City Manager Thompson stated that he would have to find out from Mr. Parker and Tony Carroll. Council Member David Ford stated that Fire Department shot fireworks the first couple of years.

BUDGET WORK SESSION: Mayor Harvey stated that a Budget Work Session needs to be set so Council can review the mid-year budget amendments line by line. City Manager Thompson stated that he will be available anytime. Council Member Joe Money, Jr. stated that it would be best if the meeting could be scheduled Wednesday or Thursday of next week. A general discussion determined that Thursday, February 19th at 6 pm would work for everyone. Council Member Joe Money, Jr. made a motion to set a Budget Work Session for Thursday, February 19, 2015 at 6 pm. The motion was seconded by Council Member David Ford and carried unanimously.

BUILDING CODE ORDINANCE- SECOND READING: Mayor Harvey stated that this is the second reading for the amendments to the city's ordinances regarding buildings codes and regulations. Attorney Albert Palmour read the ordinance aloud. A copy of said amendments are attached and become part of these minutes. Council Member David Ford made a motion to accept and approve the second reading of the amendments of the building code ordinance. The motion was seconded by Council Member Zachary Martin and carried unanimously.

EXECUTIVE SESSION OPENED: Council Member Joe Money, Jr. made a motion to go into Executive Session for the purpose of discussing a potential real estate purchase. The motion was seconded by Mayor Pro Tem Lloyd "Buddy" Windle and carried unanimously.

EXECUTIVE SESSION CLOSED: Council Member Joe Money, Jr. made a motion to close the Executive Session. The motion was seconded by Council Member Zachary Martin and carried unanimously.

CITY MANAGER AUTHORIZED TO NEGOTIATE REAL ESTATE PURCHASE: Council Member David Ford made a motion to authorize the City Manager to negotiate details of purchasing a piece of property discussed in Executive Session. The motion was seconded by Council Member Dale Housch and carried unanimously.

4TH OF JULY CELEBRATION DATE SET: Mayor Harvey stated that Mr. Parker will be in Rome on Saturday, July 4th. Mayor Harvey stated that Tony recommends the celebration be held on July 3rd with the make up off day as Monday, July 6, 2015. Council Member Dale Housch made a motion to have the city's 4th of July celebration on July 3rd and have the city close on Monday, July 6th as the make-up day. The motion was seconded by Council Member David Ford which carried unanimously.

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QUESTIONS FROM THE PUBLIC: Mayor Harvey asked if there is anything else Council wishes to discuss. With no mention of other topics from Council Mayor Harvey asked if there are any questions or comments from the public. Jason Espy of *The Summerville News* asked if there is a plan for use of the property being discussed for purchase. Mayor Harvey responded stating that he does not want to disclose any potential use for the property discussed in Executive Session. Mayor Harvey stated that disclosure will occur once the deal is complete.

ADJOURN: All business having been concluded for the current meeting, 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.