



**CITY OF SUMMERVILLE  
REGULAR COUNCIL MEETING  
SEPTEMBER 14, 2015  
5 PM - FAIRWAY RECREATION DEPT BLDG**



**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.

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

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

**AGENDA:** Mayor Harvey asked if there are any items to be added or removed from the meeting agenda. City Manager Russell Thompson stated that he would like for item "j. Discuss vendor fees for events" be removed from the agenda. City Manager Thompson stated that a little more time is needed to discuss and consider the item. Council Member David Ford made a motion to accept the agenda with the removal of item "j. Discuss vendor fees for events". The motion was seconded by Council Member Dale Housch and carried unanimously.

**WELCOME:** Mayor Harvey welcomed everyone to the September Council Meeting. Mayor Harvey asked that all visitors sign in giving their name, address, and reason for attending the meeting. Mayor Harvey also requested visitors state their name. Mayor Harvey offered an opportunity for visitors to address Council requesting that comments be limited to three minutes per person. Mayor Harvey stated that an additional opportunity to address Council will be available at the end of the meeting. No visitors addressed Council.

**ANNOUNCEMENTS:** Mayor Harvey stated that there are a lot of fall activities for September and October that Susan Locklear will elaborate upon during the Better Hometown report. Mayor Harvey also stated that Council Meetings are held the second Monday of each month.

**BETTER HOMETOWN – SUSAN LOCKLEAR:** Susan Locklear reviewed the Better Hometown report submitted to Council with their meeting packet. A copy of Susan's report is attached and becomes part of these minutes.

**CODE ENFORCEMENT – JOEY NORTON:** Joey Norton reviewed the Code Enforcement report submitted to Council with their packets for this month's meeting. A copy of said report is attached and becomes part of these minutes.

**WATER TREATMENT PLANT – JANICE GALLOWAY:** Janice reviewed all information provided to Council concerning all work performed at the Water Treatment Plant since the last regular meeting. A copy of Janice's report is attached and becomes part of these minutes.

**WASTEWATER TREATMENT PLANT – CHRIS TUGGLE:** Chris reviewed the Wastewater Treatment Plant report submitted to Council with their meeting packets. A copy of the report is attached and becomes part of these minutes.

**PAGE 2**  
**CITY OF SUMMERVILLE**  
**REGULAR COUNCIL MEETING**  
**SEPTEMBER 14, 2015**

**PUBLIC WORKS/UTILITIES – TONY CARROLL:** Tony Carroll reviewed all work done by the water, sewer, street, and gas department staff under his supervision. Tony also provided updated information concerning various projects underway. A copy of Tony's report is attached and becomes part of these minutes.

**RECREATION DEPARTMENT – BO CHAMLEE:** Bo reviewed the report he prepared which was included with the Council meeting packet. A copy of the report is attached and becomes part of these minutes.

**POLICE/PROBATION – CHIEF STAN MOSLEY:** Chief Mosley reviewed all information submitted to Council for the Summerville Police Department as well as City and State Probation Departments. A copy of the report is attached and becomes part of these minutes.

**FIRE DEPARTMENT – ROBBIE LATHEN:** Assistant Chief Robbie Lathem reviewed the Fire Department report submitted to Council with their September meeting packet. A copy of the report is attached and becomes part of these minutes.

**CITY MANAGER – RUSSELL THOMPSON:** City Manager Russell Thompson reported that expenses are at 2.8 million and revenue is at 2.5 million. City Manager Thompson explained that there is a little over \$270,000 in outstanding reimbursements which brings the numbers back in line. City Manager Thompson stated that overall everything looks good.

City Manager Thompson reported that progress on renovation of the Council Room is going well. City Manager Thompson reported that installation of the flooring will be the next thing done. City Manager Thompson stated that the project should be completed by the middle of next week.

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

**HOTEL/MOTEL TAX:** Mayor Harvey stated that there will be a second public hearing concerning the 5% hotel/motel tax.

**HOTEL/MOTEL OCCUPANCY TAX PUBLIC HEARING OPENED:** Mayor Harvey asked if anyone would like to make comments or ask questions concerning the 5% hotel/motel occupancy tax. No comments or questions were voiced by anyone.

**HOTEL/MOTEL OCCUPANCY TAX PUBLIC HEARING CLOSED:** Mayor Harvey stated that since there are no comments or questions concerning the 5% hotel/motel occupancy tax the public hearing would now be considered closed.

**PAGE 3**  
**CITY OF SUMMERVILLE**  
**REGULAR COUNCIL MEETING**  
**SEPTEMBER 14, 2015**

**SECOND READING – 5% HOTEL/MOTEL OCCUPANCY TAX:** Mayor Harvey read the hotel/motel occupancy tax ordinance which is the second formal reading. Mayor Harvey asked Council if there are any points of discussion concerning the ordinance that becomes effective January 1, 2016. There were no questions or discussion presented. Council Member David Ford made a motion to accept and approve the second reading of the 5% hotel/motel occupancy tax ordinance. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

**LMIG:** Mayor Harvey stated that discussion needs to be held concerning the direction of LMIG work. Mayor Harvey asked for City Manager Thompson and Utility Director Tony Carroll to provide information. City Manager Thompson stated that discussion was held concerning LMIG paving at the last meeting with Council expressing the desire for additional information. City Manager Thompson stated that about \$70,000 is in the budget with plans for road and sidewalk work. Tony Carroll stated that he would like to see sidewalks in the downtown area worked on first beginning with the Los Maguey side first then the Courthouse side. City Manager Thompson asked about having new sidewalks around Highland. Tony responded stating that the new phase of the CDBG will be done soon noting that it would be best to have that done first then do the sidewalks. Tony said that he is asking for authorization for items one through five on the LMIG list then reserve the rest of the money for routine maintenance. City Manager Thompson explained that the State budget runs the same as ours. Council Member Joe Money, Jr. asked if anyone has heard about putting trees in the downtown area. City Manager Thompson responded that putting trees in is possible but there would be complaints from businesses about them covering their store fronts. City Manager Thompson stated that it would be good for Susan (Locklear) to speak with downtown business owners about their opinions. City Manager Thompson stated that falling leaves need to be considered. Discussion was held concerning the cost of trees, if there is a certain type of tree that would work best, and the possibility of having tree sponsors with a plaque of recognition for the donating person. Further discussion was held concerning moving forward with priority 1 through 6 on the LMIG list. Council Member David Ford made a motion to approve priority 1 through 6 on the 2016 LMIG priority list and sidewalks in the downtown area. The motion was seconded by Council Member Zachary Martin and carried unanimously.

**CARL VINSON INSTITUTE OF GOVERNMENT – CLASSIFICATION & COMPENSATION STUDY:** Mayor Harvey stated that prior conversation has been held concerning the employee compensation plan. Mayor Harvey stated that a proposal has been received from the Carl Vinson Institute of Government. Mayor Harvey requested that City Manager Russell Thompson provide information on the subject.

City Manager Thompson reviewed the scope of work explaining that the project timeline would commence on Monday, December 7, 2015, include on-site interviews with city workers, reviewing our current compensation plan, then presentation of the study recommendations. City Manager Thompson stated that he wants Council's input of items to be added or omitted from the proposal. City Manager Thompson explained that \$15,000 was budgeted with the proposal submitted at a fixed fee of \$12,500. Council Member Joe Money, Jr. asked if the study would be completed by budget time.

**PAGE 4**  
**CITY OF SUMMERVILLE**  
**REGULAR COUNCIL MEETING**  
**SEPTEMBER 14, 2015**

**CARL VINSON INSTITUTE OF GOVERNMENT – CLASSIFICATION & COMPENSATION STUDY CONTINUED:** City Manager Thompson explained that the study timeline will have the preliminary report ready for review by 4/29/16. City Manager Thompson stated that the budget can be prepared with the potential of adjustments should Council choose to do so. City Manager Thompson stated that if all of Council agrees it could be adopted. Mayor Harvey stated that the study will be recommendations but Council will make a final decision on what is done, if anything. Council Member Dale Housch asked what will be done if the study shows that the city pays employees too much. City Manager Thompson responded stating that the study will provide a bell curve of salaries for a given position. City Manager Thompson stated that if the city wages are too high some may need to be cut. Council Member Dale Housch stated that he wanted to be sure that aspect is mentioned. Council Member Dale Housch stated further that it is hard to pay employees what they are worth. Council Member Housch stated that he wanted to be sure that everything is fair. Mayor Harvey stated that action is needed for the item. Council Member David Ford made a motion to move forward with the Carl Vinson Institute of Government Classification and Compensation Study. The motion was seconded by Mayor Pro Tem Lloyd "Buddy" Windle and carried unanimously.

**BULLET PROOF VESTS & BODY CAMERAS – POLICE DEPARTMENT:** Mayor Harvey asked City Manager Russell Thompson to provide information concerning bullet proof vests for the Police Department.

City Manager Russell Thompson explained that \$9,000 has been budgeted for the purchase of bullet proof vests. City Manager Thompson explained that a bid of \$12,997.95 has been received. City Manager Thompson explained further that efforts are being made to negotiate a price reduction. Police Chief Stan Mosley showed Council an example of the type vest being requested. City Manager Thompson stated that there is approximately \$9,000 of S.P.L.O.S.T. money that has not been designated for any specific project. City Manager Thompson stated that the recommendation is to move forward with the purchase not to exceed \$12,997.95. Council Member Joe Money, Jr. asked how long the vests are used. Chief Mosley responded that manufactures lists five years use but the staff usually uses them a little longer. Council Member Joe Money, Jr. also asked how the body camera implementation is going. Chief Mosley responded stating that there are a lot of aspects associated with use of body cameras. Chief Mosley explained that the County is currently working through establishing body camera policies. Chief Mosley stated that he is waiting to see how the county deals with details of body camera use first. Council Member Dale Housch made a motion to approve the purchase of bullet proof vests for the Police Department with the cost not to exceed \$12,997.95. The motion was seconded by Council Member David Ford and carried unanimously.

**CHS CHORUS CONCERT – PERMIT TO CLOSE STREET:** Mayor Harvey stated that the Chattooga County High School has requested a permit to close the street at an open air venue to hold a CHS Chorus Concert. Mayor Harvey asked City Manager Thompson to give details of the event. City Manager Thompson explained that the CHS chorus wants to have a chorus concert from 5:30 p.m. to 9:30 p.m. on October 22<sup>nd</sup> at the open air venue on East Washington Street. City Manager Thompson stated that the businesses affected will have to be notified.

**PAGE 5  
CITY OF SUMMERVILLE  
REGULAR COUNCIL MEETING  
SEPTEMBER 14, 2015**

**CHS CHORUS CONCERT – PERMIT TO CLOSE STREET CONTINUED:** City Manager Thompson stated that the recommendation is to approve the permit. Council Member Joe Money, Jr. made a motion to approve the requested permit to close East Washington Street for the purpose of a CHS Chorus concert on October 22<sup>nd</sup> from 5:30 p.m. to 9:30 p.m. The motion was seconded by Council Member Zachary Martin and carried unanimously.

**SPECIAL EVENT POURING PERMIT 4<sup>TH</sup> SATURDAY CONCERT – LOS MAGUEY’S:** Mayor Harvey asked for City Manager Thompson to provide details concerning the request from Los Maguey’s to have a pouring permit at the upcoming fourth Saturday concert.

City Manager Thompson explained that the Better Hometown Board has requested that no distilled spirits be sold at the fourth Saturday concerts. City Manager Thompson stated that Los Maguey’s feels like they can’t make any money if they don’t sell distilled spirits. Susan Locklear suggested allowing mixed drinks but no shots of liquor noting that there is no vendor set for the event. Council Member David Ford stated that the business paid for their license to sell beer, wine, and liquor so it is hard to tell them no. Council Member Joe Money, Jr. asked if they would be allowed to sell mixed drinks. City Manager Thompson responded stating that mixed drinks would be okay and the sale of liquor shots is up to Council. Council Member Dale Housch made a motion to approve Los Maguey’s special event pouring permit for the September fourth Saturday concert event with the restriction that no distilled spirit shots will be allowed. The motion was seconded by Council Member David Ford and carried unanimously.

**CITY’S AUDIT SERVICES:** Mayor Harvey stated that consideration is being requested for bidding out the auditor services. Mayor Harvey asked for City Manager Thompson to give information on this item.

City Manager Thompson stated that auditor contracts falls under professional services noting that best practice is to bid this every three to five years. City Manager Thompson stated that he would like to put auditing services out for bids and bring the results back to Council. Council Member Joe Money, Jr. made a motion to approve City Manager Thompson to put the city’s auditing services out for bid. The motion was seconded by Council Member David Ford and carried unanimously.

**SPEED BUMPS AT DOWDY PARK AND FAIRWAY:** Mayor Harvey said that speed bumps were mentioned at the last meeting. Mayor Harvey asked for City Manager Thompson to give details of the item.

City Manager Thompson explained that speed bumps were talked about last month. City Manager Thompson stated he will move forward with this item if that is Council’s desire. Council Member David Ford stated that he thinks the speed bumps are warranted due to all of the events the city holds. City Manager Thompson responded stating that some sort of guidance is needed for putting speed bumps down. City Manager Thompson stated that the people that live on the affected streets need to have input; maybe have a public hearing. Mayor Harvey stated that he feels the city needs to be careful about what is installed due to liability. Mayor Harvey stated that most residents don’t care for them and emergency personnel don’t like them.

**PAGE 6**  
**CITY OF SUMMERVILLE**  
**REGULAR COUNCIL MEETING**  
**SEPTEMBER 14, 2015**

**SPEED BUMPS AT DOWDY PARK AND FAIRWAY CONTINUED:** Council Member David Ford stated that he thought that it was set at the last meeting that any pertinent information would be available at this meeting concerning speed bumps. City Attorney Albert Palmour responded stating that the Federal DOT National Highway Safety has a lot of regulations concerning installing speed bumps. City Attorney Palmour stated that there has to be signs posting speed bumps are ahead and the speed limit for the area. Attorney Palmour stated further that requirements for speed bumps are available on line for review. Council Member Dale Housch stated that he would like to have the item tabled. Council Member Joe Money, Jr. wanted to know if a public hearing could be held. Council Member David Ford asked if a public hearing to install speed bumps is required. City Attorney Palmour responded that a public hearing is not required but should be done to give specific locations involved. Council Member Dale Housch made a motion to table any action concerning speed bumps at Dowdy Park and the Fairway Recreation Department. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

**BREAK –** Council Member Dale Housch made a motion to have a short break. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

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

**RIGHT-OF-WAY FOR OAK STREET ABANDONMENT:** Mayor Harvey stated that the next item for consideration is a right-of-way on Oak Street. Mayor Harvey asked for Attorney Albert Palmour to give details of the item. Attorney Palmour stated that the right-of-way should be listed as Powell Street noting that there is no record of showing that the property has been accepted by the city as a city street. City Manager Thompson stated that he recommends processing a Quit Claim deed for the property. A general discussion determined that there is some remaining concerns about the actual address. Council Member Dale Housch made a motion to table the item. The motion was seconded by Council Member David Ford and carried unanimously.

**HANDICAPPED SWING AT DOWDY PARK:** Mayor Harvey stated that a request has been received to have a handicapped swing installed at Dowdy Park. Mayor Harvey asked for City Manager Thompson to provide information. City Manager Thompson stated that a request has been received to have handicapped swings. City Manager Thompson stated that two would be needed; one for Dowdy Park and one for the Fairway Recreation Department. City Manager Thompson explained that there are two type of handicapped swings; one with a harness and one with a wheelchair base. City Manager Thompson stated that he would like to know what Council wants installed. Council Member Zachary Martin stated that he would like the kind of swing that has a high back with security straps installed. Council Member Dale Housch stated that he thinks they are needed and would like to see some installed. Council Member Housch stated further that he would like to see what is available. City Manager Thompson stated that he will get information for Council to review. Joey Norton interjected that he has a son with cerebral palsy and he recommends the high back type swing with straps and have a platform. Joey stated that he has only used the wheelchair type swing once and they are not very good. Dee Windle asked why one wouldn't be installed at the Summerville Recreation Department too. Mayor Harvey stated that City Manager Thompson is to get information concerning handicapped swings for presentation to Council.

**PAGE 7**  
**CITY OF SUMMERVILLE**  
**REGULAR COUNCIL MEETING**  
**SEPTEMBER 14, 2015**

**DRUG AND ALCOHOL POLICY:** Mayor Harvey asked City Manager Russell Thompson to provide information concerning the drug and alcohol policy. City Manager Thompson addressed Council stating that there needs to be some sort of policy established concerning prescription medications. City Manager Thompson stated that the current policy covers alcohol and illicit drugs but has no mention of prescription medications. City Manager Thompson stated that discussion is needed concerning legally prescribed medications having warning labels denoting a medicine may cause drowsiness and or use caution when operating machinery while using the medicine. City Manager Thompson explained that the city has a pool of safety sensitive jobs that could be immensely impacted by legal medications. City Manager Thompson stated that a decision needs to be made on how stringent of a policy is needed and what protocol should be established. City Manager Thompson stated that the DOT says base standards are that any medication with such a warning label should be reported to the employee's supervisor with the prescribing physician providing some documentation that the individual is capable of performing their normal safety sensitive job functions. City Manager Thompson stated further that we also need some mechanism to insure that employees having more than one prescribing physician provide assurance that all doctors are aware of what the other doctor(s) prescribe. Council Member David Ford asked if a doctor says an employee is okay to do their work and then something happens does that accident become the prescribing doctor's liability. City Manager Thompson responded that doctors know how medications work and if the doctor will not provide a statement that the employee is okay to work then why should the city. City Manager Thompson stated that he has spent some time discussing legal privacy issues with Attorney Palmour. City Manager Thompson explained that there is no desire to invade an individual's privacy but there is a strong desire to insure that all employees work safely. Council Member Joe Money, Jr. asked how the city will know what an employee is taking. Attorney Albert Palmour stated that an employee would have to disclose the information then provide a doctor's note that they are safe to work. City Attorney Palmour stated that the policy would limit the city's liability. Council Member David Ford asked if there are any employees that are "that way now". City Manager Thompson responded, "Yes." Council Member David Ford asked if there are several or just a few. Attorney Palmour responded stating that some have expressed concern. City Manager Thompson stated that the request is for employees to let their supervisor know and have a doctor's note. City Manager Thompson stated further that he would like to give Council a draft for review. Mayor Harvey stated that no action is needed tonight but it will be considered for forward movement. Attorney Palmour stated that he recommends that the City Manager be authorized to provide Council with an amended drug policy for review and consideration at the next meeting. Council Member Dale Housch stated that he so moves. The motion was seconded by Council Member David Ford and carried unanimously. City Attorney Albert Palmour stated that with the motion of forward movement employees will know the policy is coming and have an opportunity to contact their doctor(s).

**ELECTION STAFF:** Mayor Harvey asked City Manager Thompson to provide information on the election staff for the upcoming election. City Manager Thompson stated that there is a City of Summerville election coming up on November 3, 2015 and the election staff needs to be established.

**PAGE 8**  
**CITY OF SUMMERSVILLE**  
**REGULAR COUNCIL MEETING**  
**SEPTEMBER 14, 2015**

**ELECTION STAFF CONTINUED:** City Manager Thompson stated that the compensation for the election staff is flat; same as last election. City Manager Thompson stated that the Election Superintendent is City Clerk Jill Durham, Election Manager Keitha Shamblin, Assistant Manager Joyce Pledger, Second Assistant Manager Jamie Frady, Absentee Ballot Clerks – Jill Durham, Carla Rutledge, & Angie White, and Poll Workers Vickie Dawson, Jamie Frady, and Preeya Fain.

**PUBLIC COMMENTS**

**CHARLES BENNETT:** Mr. Charles Bennett said that he can tell that it is an election year because there is a lot of discussion.

**SENIOR DRIVE:** An individual (did not give her name) stated that signs are needed stating do not block driveways. The individual stated that she is tired of people parking and blocking her driveway so she can't get in and out. The woman also stated that she does not want speed bumps on her street she wants the police to patrol more and catch the speeders. The woman stated that her last item of concern is that the hole in the road needs to be fixed (Senior Drive). Mayor Harvey thanked the lady for her comments noting that Tony Carroll will make sure the hole is repaired.

**FAIRWAY RECREATION CENTER:** Mayor Harvey stated that he would like people to look around at the Fairway Recreation Center to see the improvements made to the facility.

**ADJOURN:** Mayor Pro Tem Lloyd "Buddy" Windle made a motion to adjourn. The motion was seconded by Council Member David Ford and carried unanimously.

---

**HARRY HARVEY – MAYOR**

Attest:

---

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