



**CITY OF SUMMERVILLE
REGULAR COUNCIL MEETING
JUNE 13, 2016
6 PM**

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

ROLL CALL: Mayor Harry Harvey gave roll call. Council Members David Ford, Earl H. Parris, Mayor Pro Tem Lloyd "Buddy" Windle, Joe Money, Jr. and Zachary Martin were present. Also present was Interim City Manager Tony Carroll and City Attorney Albert Palmour.

INVOCATION: Mayor Harry Harvey gave the invocation.

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

AGENDA: Mayor Harvey asked if there are any changes or additions to the meeting agenda. Interim City Manager Tony Carroll asked that vendor and alcohol license for upcoming events be added. Council Member Earl H. Parris made a motion to approve the agenda with the addition of vendor and alcohol license for upcoming events. The motion was seconded by Council Member David Ford and carried unanimously.

WELCOME: Mayor Harvey welcomed everyone to the June 13th Regular Council Meeting. Mayor Harvey requested that visitors sign in listing their name, address, and reason for attending the meeting. Mayor Harvey offered visitors an opportunity to address Council. No visitors spoke. Mayor Harvey stated that visitors will be offered another opportunity to address Council at the end of the meeting.

ANNOUNCEMENTS: Mayor Harvey stated that there are a lot of activities coming up later in June as well as July. Mayor Harvey encouraged everyone to actively participate in upcoming events. Mayor Harvey also reminded the public that Regular Council Meetings are held the second Monday of each month beginning at 6 p.m.

SUMMERVILLE MAIN STREET/BETTER HOMETOWN: Susan Locklear reviewed activities reported to Council from May 2nd forward plus upcoming events to be held later this month and in July. Susan also recognized Bluzie Carroll as the winner of the Ducky Derby contest. Bluzie addressed the public stating her plans for the money she won. Susan also reported that Jefferson's would like to be the alcohol vendor for the June 25th Main Street Music Concert event. A copy of Susan's report is attached and becomes part of these minutes.

CODE ENFORCEMENT: Joey Norton reviewed the Code Enforcement activity report prepared and distributed to the Mayor and Council. Joey reported ongoing issues as well as the number and permit costs for May 1 through May 31, 2016. A copy of Joey's report is attached and becomes part of these minutes.

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WATER TREATMENT PLANT: Janice Galloway was not present at the meeting. In her absence Interim City Manager Tony Carroll reviewed the report to Council that Janice prepared. Tony reported the work that has been done at Raccoon Creek and Lowe Spring Plant as well as the routing maintenance, and routine water sample collections. A copy of Janice's report is attached and becomes part of these minutes.

PUBLIC WORKS: Terry Tinney gave the Public Works report for the month of May covering activities in the street, water/sewer, and gas department. Terry also reported that 516 line locates were done and general updates for projects and maintenance. A copy of Terry's report is attached and becomes part of these minutes.

WASTEWATER TREATMENT PLANT: Chris Tuggle reviewed the report he prepared for Council about the Wastewater Treatment Plant. Chris explained the amount of wastewater handled, number of sludge loads, how much rain was charted as well as general maintenance for the plant. A copy of the report is attached and becomes part of these minutes.

RECREATION DEPARTMENT: Interim City Manager Tony Carroll stated that Bo Chamlee is unable to attend the meeting due to Recreation Department competitions. Tony read Bo's report concerning the Dizzy Dean tournaments for District 1, Summerville hosting the 10-year-old boys Dizzy Dean district tournament, the summer feeding program, and building rentals for the Scout Hut. A copy of Bo's report is attached and becomes part of these minutes.

POLICE DEPARTMENT: Captain Harold Tucker gave the Police Department report giving statistics for the Summerville Police Department, as well as City and State Probation services. A copy of Harold's report is attached and becomes part of these minutes.

FIRE DEPARTMENT: Fire Chief Robbie Lathem gave the statistical report for the Summerville Fire Department. Robbie reported the number, category, and average response time for the month of May 2016. A copy of Robbie's report is attached and becomes part of these minutes.

INTERIM CITY MANAGER: Interim City Manager Tony Carroll reported that expenses are at 1.19 and revenue is at 896 putting expenses above revenue for the month but year to date the city is still in the black; revenue above expenses. A copy of the daily receipts report as of May 31, 2016 is attached and becomes part of these minutes.

MINUTES: Mayor Harvey asked if anyone sees the need for any changes to the minutes for May and June meetings. With no changes needed Council Member David Ford made a motion to accept and approve the minutes of the prior May and June meetings. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

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SECOND PUBLIC HEARING – 2016-2017 PROPOSED BUDGET: Mayor Harvey stated that the second reading of the proposed budget for fiscal year ending June 30, 2017 will be held. Mayor Harvey stated that the biggest change is modification of the natural gas base charge going from \$9.00 to \$14.50. Mayor Harvey explained that the modification to the base gas charge is an effort to modify the revenue structure which is currently solely dependent upon weather conditions. Mayor Harvey stated further that there will be a cost reduction in the price per unit for gas customers.

SECOND PUBLIC HEARING OPENED: Mayor Harvey opened the second Public Hearing for the proposed budget for fiscal year ending June 30, 2017. Mayor Harvey asked if there are any comments or questions from the public.

Charles Bennett stated that he wanted to state again that he is opposed to the increase to the gas bills. Council Member Earl H. Parris stated that he is with Mr. Bennett. Council Member Parris stated that he thinks that other than the gas base rate increase the budget is good.

Jason Espy of the Summerville News stated that Council Member Earl H. Parris went on record stating that he is with Charles Bennett by opposing base gas fee increase. Jason asked what the other Council Members think. Mayor Pro Tem Lloyd "Buddy" Windle stated that he is for the increase to the gas base charge. Mayor Pro Tem Windle stated that the last rate increase was in 2010. Mayor Pro Tem Windle stated that we either do a favor for the customers or we do a favor for the workers. Mayor Pro Tem Windle stated that either way someone is going to be mad. Mayor Harvey stated that he is for the increase to the base charge. Mayor Harvey stated that the proposed budget is a good budget. Council Member Joe Money, Jr. stated that the city is dependent on the weather and the change to the base rate would help stabilize that model.

Charles Bennett asked if the rate increase was for employee raises. Mayor Harvey responded stating that it is partly for raises. Mayor Harvey stated that \$40,000 to \$50,000 will be used to implement the Carl Vinson classification and wage study findings. Mayor Harvey explained further that the remainder of revenue from the base gas rate change will be used for projects and services.

Jason Espy asked for an explanation for the increase of expenses for the Mayor and Council. Mayor Harvey responded stating that elected officials need to be as well trained as possible. Mayor Harvey stated that training helps elected officials stay up to date with a broad spectrum of aspects of government operations. Mayor Harvey stated that a greater return is experienced from training than the base line expense for that education.

Jason Espy stated that there is a big jump in insurance coverage for Council. Jason asked for an explanation of that large increase. Mayor Harvey stated that the practice of Council being covered by the insurance has been in place for a long time. Mayor Pro Tem Lloyd "Buddy" Windle stated that he does not have city insurance. Council Member Joe Money Jr. stated that participation in city insurance is voluntary for Council and is based on the type of coverage chosen. Council Member Earl H. Parris stated that Council Members pay a portion of the insurance cost which goes into the overall cost.

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SECOND PUBLIC HEARING CLOSED: Mayor Harvey asked if there are any further questions. With no further questions posed the Public Hearing was closed.

SECOND READING OF THE 2016-2017 BUDGET: Mayor Harvey read the ordinance for the Fiscal Year End June 30, 2017 Budget and Budget Allocations.

Mayor Harvey requested a motion concerning the proposed budget. Council Member Joe Money, Jr. made a motion to adopt the budget for fiscal year end June 30, 2017. The motion was seconded by Council Member David Ford. The motion carried with Council Members Ford, Windle, Money, and Martin voting in favor of the motion. Council Member Earl H. Parris voted in opposition of the motion.

2016 LMIG PAVING PROJECT: Mayor Harvey asked Interim City Manager Carroll to provide information on this item. Tony stated that two bids were received for the 2016 LMIG paving project. Tony explained that Randy Patty bid \$40.50 per ton and William D. Patty bid \$28.50 per ton for hauling and laying the asphalt then \$4.00 per gallon for tac. Council Member David Ford asked if the higher bid included tac. Tony responded that tac is part of the process so he figured that his price had that included. Council Member Joe Money, Jr. made a motion to award the 2016 LMIG Paving Project to William D. Patty Construction as the low bidder. The motion was seconded by Council Member David Ford and carried unanimously.

SIDEWALK REPLACEMENT PROJECT: Mayor Harvey requested that Interim City Manager Carroll review details of the proposed sidewalk project. Interim City Manager Carroll explained that the proposed sidewalk and curb project is proposed to begin at the Sherriff's office, continue to the front of the Court House, and end at the intersection of Georgia Avenue and Cox Street. Tony explained further that two bids were submitted. Dixie Concrete bid \$42,000 and Grantoak, Inc. (DBA: Taylor's Construction) bid \$196,680. Tony stated that B J Gamble and William D. Patty Construction did not submit bids for this project. Interim City Manager Carroll stated that it is staff's recommendation that the bid be awarded to Dixie Concrete for \$42,000. Mayor Pro Tem Lloyd "Buddy" Windle asked how there could be such a large difference between one bit and the other. Mayor Pro Tem Windle stated that he would like to table the item because he doesn't want to get a super low bid then have the folks come back and ask for more money. Council Member Earl H. Parris asked if specs were set for the bid. Interim City Manager Carroll responded that bid specs were established in the bid packet. Mayor Pro Tem Windle stated that he would like the item tabled until more information can be obtained to figure out why there is such a large gap in the two prices. Mayor Pro Tem Lloyd "Buddy" Windle made a motion to table the sidewalk replacement project pending more information. The motion was seconded by Council Member David Ford and carried unanimously.

CARTER & SLOOPE – HIGHLAND AVENUE SIDEWALK PROJECT: Mayor Harvey stated that the next item for consideration is to authorize the Mayor to execute a contract with Carter and Sloope to begin the engineering process and bidding for Phase I of the Highland Avenue sidewalk project. Mayor Harvey requested Interim City Manager Tony Carroll to give details of the request. Tony explained that the request is to authorize the Mayor to sign documents to establish an agreement with Carter and Sloope to begin the engineering process and bidding for phase 1 of the Highland Avenue sidewalk project.

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CARTER & SLOOPE – HIGHLAND AVENUE SIDEWALK PROJECT: Tony explained that a \$300,000 grant application was submitted resulting in being awarded \$195,000. Tony explained further that the City's match is \$58,000 for a total of \$253,000. Tony stated that if Council chooses to use the full \$90,000 allocated in the budget the total funds available for this project would be \$285,000. Tony stated that it is staff's recommendation to authorize the Mayor to enter into a contract with Carter and Sloope for engineering design, bidding, and onsite inspection of this project. Council Member Joe Money, Jr. made a motion to authorize the Mayor to execute an agreement with Carter and Sloope for the engineering design, bidding, and onsite inspection of the Highland Avenue sidewalk project. The motion was seconded by Council Member David Ford and carried unanimously.

DEMOLITION & SALE OF HILLTOP DRIVE RESERVOIR: Mayor Harvey requested that Interim City Manager Carroll give details of the request to approve demolition and sale of the reservoir on Hilltop Drive. Interim City Manager Carroll reported that the reservoir on Hilltop Drive has been out of service since 1984 and is an eye sore for the neighborhood. Tony explained further that the reservoir is located on .22 acres of city land. Interim City Manager Tony Carroll stated that the reservoir and the land are of no use to the city. Tony stated further that staff recommends demolition of the reservoir using city workers then sell the land. Council Member Earl H. Parris made a motion to authorize the use of city staff to demolish the reservoir on Hilltop Drive, clean the property and sell the land. The motion was seconded by Council Member Zachary Martin and carried unanimously.

WWTP SLUDGE HAULING CONTRACT: Mayor Harvey stated the next item for discussion is authorization to award the low bid for Wastewater Treatment Plant sludge hauling to Gary and Tommy Cross. Mayor Harvey asked Interim City Manager Tony Carroll to give details. Tony explained that two bids were received for hauling sludge from the Wastewater Treatment Plant. Tony stated that the two bids are Gary and Tommy Cross who bid \$55,000 and Mike Dawson who bid \$62,016. Interim City Manager Carroll stated that it is staff's recommendation to award the bid to the low bidder, Gary and Tommy Cross. Mayor Harvey asked Wastewater Treatment Plant Director Chris Tuggle how the Crosses have done hauling sludge for the city. Chris Tuggle responded that the Crosses have done an excellent job noting they have sufficient equipment and are dependable. Council Member David Ford made a motion to authorize awarding the sludge hauling contract to Gary and Tommy Cross for an annual cost of \$55,000. The motion was seconded by Council Member Zachary Martin and carried unanimously.

CITY ACCOUNTING SERVICES: Mayor Harvey asked Interim City Manager Tony Carroll to provide information concerning the request to award the auditing contract to the local CPA firm of Chrysan Thomas. Interim City Manager Tony Carroll stated that the city received three proposals for CPA auditing services resulting in Council choosing the local firm of Chrysan Thomas, CPA, PC. Tony stated that it staff's recommendation to authorize the Mayor to enter into a contract with Chrysan Thomas, CPA, PC for auditing services. Council Member David Ford made a motion authorizing the Mayor to execute all documents associated with awarding Chrysan Thomas, CPA, PC as the city's auditing firm. The motion was seconded by Council Member Zachary Martin and carried unanimously.

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FAIRWAY DESIGN SERVICES CONTRACT- ROBERT NOBLE: Mayor Harvey asked Interim City Manager Tony Carroll to expound on the Fairway Recreation Department design services. Interim City Manager Tony Carroll explained that there will be three public hearings for community comments and input concerning the design and construction of a replacement facility for the Fairway community. Tony explained that public meetings will be held at 10:30 am in City Hall on June 16th, at 6:30 pm at Dewey Hoskins Gym on June 16th, and at 6:30 pm at city hall on June 20th. Tony stated that the design architect will be present at all three public meetings. Mayor Harvey interjected that project funding is limited and will be factored into the facility design. Interim City Manager Tony Carroll stated that Robert Noble Architect bid \$13,500 for architectural design services for a multi-purpose facility/gymnasium for Fairway. Interim City Manager Carroll stated that it is staff's recommendation that the architectural services be awarded to Robert Noble for \$13,500. Council Member Earl H. Parris made a motion to award the architectural services contract for Fairway Recreation Center Project to Robert Noble Architect at a cost of \$13,500 with the Mayor having authorization to sign and execute all associated documents. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

GMA - CITY OF ETHICS PROGRAM: Mayor Harvey stated that Council has a copy of the Georgia Municipal Association City of Ethics document that explains GMA's development of the model code of ethics for Georgia cities designed to raise awareness of ethics issues at the local level and provide a local forum for discussion and resolving legitimate concerns. This program provides a resolution allowing citizens to raise and be instrumental in resolving legitimate concerns. Mayor Harvey read the resolution written by the Georgia Municipal Association as part of the City of Ethics Program. Mayor Harvey explained that there are several facets to the program which will take a little time to work though. Mayor Harvey stated that the GMA web site has a list of requirements that are benchmarks of the program. Council Member Joe Money, Jr. stated that participation in the program is written confirmation of the City of Summerville's commitment to conduct business correctly and out in the open. Council Member Earl H. Parris stated that it is a shame that a resolution is needed for ethics. Mayor Harvey stated that it will probably be a couple of months to get everything in place for the program. Mayor Harvey stated that he would like the city attorney to review the document and a board will need to be set. Mayor Harvey stated that he would like to have the resolution adopted then look at the full ordinance. City Attorney Albert Palmour stated that he has begun the process of preparing an ethics ordinance. City Attorney Palmour stated that Council can approve the Mayor to execute the ethics ordinance then have the board established at the next meeting. Council Member David Ford made a motion to approve the Mayor to execute documents to establish an Ethics Ordinance and have an Ethics Board established at the next Regular Council Meeting. Council Member Zachary Martin seconded the motion which carried unanimously.

FIRE DEPARTMENT PROPERTY & CASUALTY INSURANCE: Mayor Harvey requested Interim City Manager Tony Carroll to provide information concerning the property and casualty insurance for the Fire Department. Tony explained that he recommends the item be tabled until the next meeting. Tony explained that the current annual premium is \$13,522 but the same coverage is available through the Georgia Municipal Association for \$3,200 annually.

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FIRE DEPARTMENT PROPERTY & CASUALTY INSURANCE CONTINUED:

Tony stated that he thinks the item needs to be reviewed in more detail before a final decision is made. Council Member Joe Money, Jr. made a motion to table the Fire Department property and casualty insurance. The motion was seconded by Council Member David Ford and carried unanimously.

YANMAR MINI-EXCAVATOR PURCHASE: Mayor Harvey asked that Interim City Manager Tony Carroll provide information concerning the request to purchase a Yanmar mini-excavator. Tony explained that the city has leased this piece of equipment for four months using CDBG funds. Tony explained further that the vendor will give the city full credit for the lease payments made thus far against the purchase of the equipment. Tony stated that the full cost of the piece of equipment is \$69,900, minus \$25,000 for what has been paid so far to lease the mini-excavator, which brings the remaining purchase cost to \$44,900. Tony stated that the \$44,900 would be paid for out of the 2015-2016 SPLOST fund. Tony stated that staff recommends the purchase of the mini-excavator for a cost of \$44,900. Council Member David Ford made a motion to purchase the mini-excavator for \$44,900. The motion was seconded by Council Member Zachary Martin and carried unanimously.

FIRE DEPARTMENT TURN OUT GEAR: Mayor Harvey stated that a request is being made to purchase four complete sets of turn out gear for the Fire Department. Mayor Harvey stated that this purchase is included in the current budget. Mayor Harvey asked Fire Chief Robbie Lathem to explain the request. Fire Chief Lathem explained that he is trying to set a rotation of fire fighter equipment so that turn out gear doesn't have to be replaced all at one time. Council Member Earl H. Parris asked if bids were received for the equipment. Robbie responded stating that the company listed, Bennett Fire Products Company, is the only company in Georgia that sells the equipment. Robbie explained that there is one representative per state. Council Member Earl H. Parris made a motion to approve the purchase of four sets of turn out gear from Bennett Fire Products for a cost of \$11,820. The motion was seconded by Mayor Pro Tem "Lloyd" Windle and carried unanimously.

PUMP CHECK VALVES – WASTEWATER TREATMENT: Mayor Harvey stated that the next item is concerning three pump check valves for the Wastewater Treatment Plant. Mayor Harvey explained that the valves have already been purchased from Goforth Williamson, Inc. at a cost of \$8,041.17 due to the emergency status of the need. Mayor Harvey asked Chris Tuggle to explain the situation. Chris explained that there was a small cost difference between having the valves rebuilt verses purchasing new valves. Chris stated that the valves have been worked on before and he would hate to spend money on fixing them again only to be faced with the same problem in a short period of time. Mayor Harvey stated that a motion is needed to approve the purchase. Council Member David Ford made a motion to approve the emergency purchase of three pump check valves for the Wastewater Treatment Plant from Goforth Williamson, Inc. at a cost of \$8,041.17. The motion was seconded by Council Member Zachary Martin and carried unanimously.

EXECUTIVE SESSION: Mayor Harvey stated that the next item on the agenda is to hold an Executive Session to discuss personnel. Mayor Harvey stated that he does not think an Executive Session is needed. Council did not object to the statement. No Executive Session was held.

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INTERIM UTILITIES DIRECTOR: Mayor Harvey stated that a request has been made to appoint the Interim Utilities Director and set the salary for the position. Mayor Harvey requested Interim City Manager Tony Carroll to give information on this item. Interim City Manager Tony Carroll stated that due to his change of position and increased responsibilities having someone put in the position as Interim Utilities Director is necessary. Tony explained that Terry has served in the capacity before. Tony stated that it is staff's recommendation to appoint Terry Tinney as Interim Utilities Director with an increase of \$100 per week during the time he serves in that capacity. Mayor Harvey stated that Terry has served under Tony for some time and is familiar with the responsibilities. Mayor Harvey asked if there are any questions or comments on the subject. Council Member David Ford made a motion to establish Terry Tinney as the Interim Utilities Director with a \$100 per week increase in pay during the time in which he serves in said capacity. The motion was seconded by Council Member Earl H. Parris and carried unanimously.

PART-TIME PROBATION OFFICER: Mayor Harvey stated that a request has been received to hire a part-time probation officer. Mayor Harvey requested that Captain Harold Tucker provide information on the subject. Captain Tucker stated that the probation department is down to one person handling around 300 cases per month which is a heavy work load. Captain Tucker said with the State requirements it would be beneficial to hire a person for probation on a part-time basis; work no more than one to two days a week. Captain Tucker said it is hard to find someone to come on board full time. Captain Tucker stated that it would work well to have a retired person with a lot of experience on a part-time basis. Captain Tucker explained that a part-time employee with experience would satisfy the State requirements and keep the cost at a minimum. Council Member Earl H. Parris made a motion to approve hiring a part-time probation employee. The motion was seconded by Council Member David Ford and carried unanimously.

ALCOHOL VENDOR FOR JUNE THROUGH SEPTEMBER EVENTS: Mayor Harvey stated that consideration is being requested to establish and approve an alcohol vendor permit for city sponsored events. Mayor Harvey requested that Susan Locklear give details of the request. Susan stated that Jefferson's wants to be the approved vendor for the July concert. Susan explained that Jefferson's has requested to participate in all events this season as an alcohol vendor. Susan stated that Jefferson's would like to be approved for all events this season to keep from having to make multiple requests to Council. Council Member Joe Money, Jr. asked if other alcohol vendors would be used. Susan responded that she would love to provide an opportunity for other vendors as long as they have the proper insurance and license. Mayor Harvey stated that he recommends approving Jefferson's request to be approved as an alcohol vendor for this year's events. Council Member Earl H. Parris made a motion to approve Jefferson's request to be an alcohol vendor for this year's city events. The motion was seconded by Council Member Zachary Martin and carried unanimously.

PUBLIC COMMENTS: Mayor Harvey asked if there were any comments from the public. No comments were voiced.

PUBLIC MEETINGS FOR FAIRWAY: Mayor Harvey stated that he encourages everyone to attend the public hearings scheduled concerning design and development of the Fairway Recreation Center.

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CATHODIC PROTECTION/GAS/CODE ENFORCEMENT OFFICE: Council Member David Ford stated that the house on the corner of Georgia Avenue and Union Street used for cathodic protection and code enforcement needs to be painted and some upkeep done. Council Member Ford expressed that the appearance of the house is detrimental to the city. Mayor Harvey stated that will be checked.

ADJOURN: With all current business at hand completed, Council Member Joe Money, Jr. made a motion to adjourn. The motion was seconded by Council Member Earl H. Parris and carried unanimously.

HARRY HARVEY – MAYOR

Attest:

JILL DURHAM – CITY CLERK, G.C.M.C.