



MMERVILLE
REGULAR COUNCIL MEETING
OCTOBER 10, 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 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 to the meeting agenda. Mayor Harvey stated that item (8) b. Approve contract for Municipal Court Judge and Assistant Municipal Court Judge needs to be removed from the agenda due to the need for additional information. City Manager Tony Carroll stated that he would like to add one item; approve the low bid for Clean and Lien house demolition. Mayor Harvey asked if any other changes are needed. With no further modifications requested Council Member David Ford made a motion to approve the meeting agenda. The motion was seconded by Council Member Zachary Martin and carried unanimously.

MAYOR'S COMMENTS: Mayor Harvey welcomed everyone to the October Regular Council Meeting. Mayor Harvey requested that visitors sign in listing their name, address, and reason for attending the meeting. Mayor Harvey stated that there will be a chance to address Council now and again at the end of the meeting. Mayor Harvey stated that comments need to be limited to three minutes each. Mayor Harvey asked visitors to introduce themselves and address Council if they wish to do so. No visitor addressed Council.

Mayor Harvey stated that there are a lot of activities left for October as well as upcoming events for November and December. Mayor Harvey stated that he encourages everyone to participate in the events. Mayor Harvey stated that the Summerville Council Regular Meetings are held the second Monday of each month. Mayor Harvey stated that the public is both invited and encouraged to attend all public meetings the city holds. Mayor Harvey stated that later in the meeting discussion will be held to establish a planning session to determine both short and long term goals.

MAIN STREET: Mayor Harvey requested that Susan Locklear provide Council with the Main Street report. Susan reviewed the activities and events from September 1st through October 1st which included multiple meetings, city sponsored and/or hosted events, upcoming events, and training. A copy of Susan's report is attached and becomes part of these minutes.

CODE ENFORCEMENT: Mayor Harvey requested that Joey Norton provide Council with the Code Enforcement report. Joey reported the number of permits issued since the last Regular Council Meeting. Joey also stated that there are several permit requests that will be covered later in the meeting. A copy of Joey's report is attached and becomes part of these minutes.

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WATER TREATMENT PLANT: Mayor Harvey requested that Janice Galloway provide information concerning her report for the Water Treatment Plant. Janice reviewed the report she submitted to Council for activities associated with Raccoon Creek, Lowe Spring, and the Distribution System during the month of September. Janice also reviewed miscellaneous information relating to her department. A copy of the Water Treatment Plant report is attached and becomes part of these minutes.

WASTEWATER TREATMENT PLANT: Mayor Harvey requested that Chris Tuggle review his report to Council relating to the Wastewater Treatment Plant. Chris reviewed the statistical information for the Wastewater Treatment Plant as well as maintenance and repairs. A copy of Chris' report is attached and becomes part of these minutes.

PUBLIC WORKS/UTILITIES: Mayor Harvey requested that Terry Tinney review the Public Works and Utilities Department report. Terry reviewed all work associated with the Street, Water, Sewer, and Gas Departments as well as how many locates were done. Terry also gave general updates for projects. A copy of Terry's report is attached and becomes part of these minutes.

RECREATION DEPARTMENT: Mayor Harvey requested that Kris Willis give the Recreation Department report. Kris reviewed activities of the past month at the Recreation Department which included football, cheerleading, soccer, the upcoming Hunter's Safety Course schedule, building rentals, the Sum-Nelly Arts and Crafts event, and the Christmas Parade registration. A copy of Kris' report is attached and becomes part of these minutes.

POLICE DEPARTMENT: Mayor Harvey requested that Captain Harold Tucker report the Police Department's activities for the past month. Captain Tucker reported the statistical information concerning the activities and funds collected by the Summerville Police Department, City Probation, and State Probation during the month of September. A copy of this report and back up documentation is attached and becomes part of these minutes.

FIRE DEPARTMENT: Mayor Harvey requested that Fire Chief Robbie Lathem review the information submitted to Council concerning the Fire Department's activities during the month of September. Robbie reviewed the statistical report of the number and category of calls answered by the Summerville Fire Department during the month of September. Robbie also reviewed a variety of training and public safety events, documenting the GPS for 29 fire hydrants, and issuing a notice that no burn permits will be issued inside the Summerville city limits due to drought conditions. A copy of Robbie's report is attached and becomes part of these minutes.

CITY ATTORNEY: Mayor Harvey asked City Attorney Albert Palmour if he has anything to report. Attorney Palmour responded stating that the only thing he has for Council is the Ordinance to amend Chapter 30, Article 1, Section 30-2 regarding Municipal Court Judges. Attorney Palmour explained that the amended ordinance makes City Court in compliance with recent changes in the law relating to municipal court.

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CITY MANAGER'S REPORT: City Manager Tony Carroll reported that revenue is above expenses as of the September 30th financial information. City Manager Carroll reviewed other statistical financial information which is included on the monthly financial summary sheet. The financial information sheet is attached and becomes part of these minutes.

MINUTES: Mayor Harvey stated if there are no changes needed to the minutes of the September 12th and September 19th meetings a motion is needed for approval. Council Member David Ford made a motion to accept and approve the minutes of the September 12th and 19th meetings as prepared and presented. The motion was seconded by Council Member Zachary Martin and carried unanimously.

MUNICIPAL COURT JUDGE: Mayor Harvey stated that the next item is the first reading of an ordinance regarding Municipal Court Judges. Mayor Harvey requested that City Attorney Albert Palmour provide information on the ordinance and read the document.

Attorney Albert Palmour explained that the ordinance is to be compliant with the law as set July 1, 2016. Attorney Palmour explained that the ordinance is written verbatim as stated by law. Attorney Palmour read the Ordinance Amending Chapter 30, Article 1, Section 30-2 of the City of Summerville Code of Ordinances Regarding Municipal Court Judges. Upon completion of Attorney Palmour reading the ordinance Mayor Harvey asked for any questions concerning the document. With no questions presented, Mayor Harvey stated that the second reading and adoption of the ordinance will occur at the next regular meeting.

PERSONNEL POLICY AMENDMENTS: Mayor Harvey stated that discussion has been held on some revisions to areas of the Personnel Policy document. Mayor Harvey stated that discussion and votes will be held on each item up for consideration.

COMPENSATION PLAN: Mayor Harvey stated that the Compensation Plan Policy is in line with what has been discussed previously. City Manager Carroll reviewed the Compensation Plan document explaining that there was very little changed noting that the plan verbiage was modified from reading as salary increases to percentage plan. Mayor Harvey asked if there are any questions or comments. Council Member Joe Money, Jr. made a motion to approve Policy # 16: Compensation, as presented. The motion was seconded by Council Member Earl H. Parris and carried unanimously.

SEATBELT POLICY: Mayor Harvey stated that the city already has a seatbelt policy but the policy was not in the same format as other policies. Mayor Harvey read the Seatbelt Policy. Council Member David Ford asked if State law covers this item. Mayor Harvey stated that State law does cover this item but it also needed to be stated in the city's Personnel Policy document. Council Member Joe Money, Jr. made a motion to approve Policy #39: Seatbelt Policy. The motion was seconded by Council Member David Ford and carried unanimously.

ATTENDANCE/SICK LEAVE POLICY: Mayor Harvey stated that there are some minor changes to the Sick Leave Policy. Mayor Harvey asked that City Manager Tony Carroll review the policy.

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ATTENDANCE/SICK LEAVE POLICY CONTINUED: City Manager Carroll stated that the sick leave policy was very liberal and needed to be revised to give the policy "some teeth". City Manager Carroll explained that the revised policy covers authorized sick leave, adds tardiness, documentation required for absence plus what is to be included in that document and who can issue the document, and the number of allowable occurrence in a twelve-month period. City Manager Carroll stated that the policy gives department head staff authority concerning being tardy and absent. Council Member Joe Money, Jr. asked if the policy covers an employee that is a "no show". City Manager Carroll stated that there are specific criteria listed for reporting when an employee is unable to come to work. Mayor Harvey stated that policy is in place that keeps an employee from coming in late with the excuse that they were sick. Council Member Joe Money, Jr. stated that the new policy provides department heads more authority. Council Member David Ford asked if an employee has a wreck then it wouldn't be an accepted and excused absence. Mayor Harvey responded stating that situation would be excused but someone should be able to make a call. Mayor Harvey asked if there is any further discussion on this policy. With no further discussion presented, Council Member Earl H. Parris made a motion to approve the Attendance and Sick Leave Policies. The motion was seconded by Council Member Joe Money, Jr. and carried with Council Members Windle, Parris, Money, and Martin voting in favor of the policies. Council Member David Ford voted in opposition to the policy.

VACATION LEAVE: Mayor Harvey asked City Manager Tony Carroll to explain what has changed in the vacation leave policy. City Manager Carroll stated that a section has been added concerning the use of vacation time in lieu of sick time. City Manager Carroll read the section which gives protocol for requesting to use vacation in lieu of sick time. Mayor Harvey asked if there are any question or comments concerning this policy. With no further discussion Council Member Zachary Martin made a motion to approve the new Policy #26: Vacation Leave. The motion was seconded and carried unanimously.

PERSONAL LEAVE: Mayor Harvey asked City Manager Tony Carroll to explain the change to the Personal Leave Policy. City Manager Carroll explained that the policy, as it currently exists, is liberal. City Manager Carroll explained further that the new policy gives specific guidelines for scheduling personal leave. Mayor Harvey asked if there is any further discussion on this policy. With no further discussion Council Member Joe Money, Jr. made a motion to approve the new Policy #28 Personal Leave. The motion was seconded by Council Member Earl H. Parris and carried unanimously.

CONFLICT OF INTEREST: Mayor Harvey requested City Manager Tony Carroll explain the Conflict of Interest Policy. City Manager Carroll explained that the revised policy expands the explanation of cell phone use. Mayor Harvey asked if there is any discussion or comment. With no further discussion Council Member Joe Money, Jr. made a motion to approve Policy #24 Conflicts of Interest.

CITY OF ETHICS – SECOND READING: Mayor Harvey stated that this is the second reading of the City of Ethics Ordinances. Mayor Harvey read the ordinance. Mayor Harvey asked if there are any questions concerning the ordinance. With no questions voiced, Council Member David Ford made a motion to adopt the Ethics Ordinance as presented. The motion was seconded by Council Member Zachary Martin and carried unanimously.

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TREE ORDINANCE: Mayor Harvey stated that the next item for consideration is the first reading of the amended Tree Ordinance. Mayor Harvey asked that City Attorney Albert Palmour read the proposed ordinance. City Attorney Palmour explained that this ordinance expands the city's previous tree ordinance and provides administrative power to the City Manager. Attorney Palmour read the amended Tree Ordinance. Mayor Harvey stated that the second reading of the ordinance will be done at the next regular meeting.

RED RIBBON WEEK: Mayor Harvey read the proclamation establishing October 21 through 29, 2016 as Red Ribbon Week. The proclamation explains that the Red Ribbon Campaign was established by Congress in 1988 to encourage a drug-free lifestyle and involvement in drug prevention and reduction efforts.

PROBATION AGREEMENT: Mayor Harvey requested that City Attorney Albert Palmour provide information concerning the Probation Agreement. Attorney Palmour stated that this is the same contract as previously established providing the same fee schedule. Attorney Palmour stated that the only change is that the agreement can be cancelled with six (6) months written notice. Attorney Palmour stated that this agreement is set to begin on 1/1/2017 and runs for two (2) years unless cancelled through the mechanism stated within the document. Attorney Palmour explained that the current agreement expires at midnight on 12/31/2016. City Attorney Palmour explained further the new agreement will offer seamless continuation of the existing arrangement. Attorney Palmour stated that a motion is needed authorizing the Mayor to execute the contract. Council Member Joe Money, Jr. made a motion to authorize Mayor Harvey to execute the Probation Agreement as described by City Attorney Albert Palmour. The motion was seconded by Council Member Zachary Martin and carried unanimously.

STOCK SUPPLY BIDS: Mayor Harvey requested City Manager Tony Carroll provide information concerning the next item. City Manager Carroll explained that there are standard stock items that were put out for bid. City Manager Carroll stated that the bid prices received are good for three months. City Manager Carroll stated that he would like to go with the low bid from Forterra for \$5,405.00. City Manager Carroll stated that some vendors will give a discount if you make a biannual or annual purchase. City Manager Carroll stated that the bids can be set for quarterly, two times a year, or annually. City Manager Carroll stated that he would recommend going with quarterly now then moving forward with half a year then going to a year. Council Member Earl H. Parris made a motion to approve the purchase of supplies from the low bidder, Forterra, at a cost of \$5,405.00. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

TRACTOR SUPPLY WATER/SEWER LINE EXTENSION: Mayor Harvey stated that the next item for consideration is use of S.P.L.O.S.T. funds to make a water/sewer connection for the new Tractor Supply Store. Mayor Harvey asked that City Manager Tony Carroll provide information on this item. City Manager Carroll explained that the low bid for the project is \$10,812.25 and would be paid for out of S.P.L.O.S.T. funds. Council Member Earl H. Parris stated that he would like the item considered but hopes giving away cut-ins doesn't become a regular practice.

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TRACTOR SUPPLY WATER/SEWER LINE EXTENSION CONTINUED:

Council Member David Ford made a motion to approve the line extension to connect the new Tractor Supply Store by use of S.P.L.O.S.T. funds of \$10,812.25 which is for materials from the low bid. The motion was seconded by Council Member Zachary Martin and carried unanimously.

HILLTOP DRIVE – OLD RESERVOIR PROPERTY: Mayor Harvey asked City Manager Tony Carroll to provide information about the Hilltop Drive property. City Manager Tony Carroll stated that the city's property on Hilltop Drive that is .22 acres where the old reservoir was located was set for bid. City Manager Carroll stated that only one bid was received from Dale Willingham for \$3,000. City Manager Carroll stated that the property is listed with the Chattooga County Tax Assessor's as \$1,500. Council Member David Ford made a motion to accept and approve the bid submitted by Dale Willingham for \$3,000 for the city's Hilltop Drive property. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

FIRE FEE CONSOLIDATION: Mayor Harvey stated that Council has a list of the fire fees and proposed consolidation. Mayor Harvey asked City Manager Tony Carroll to provide information on this item. City Manager Carroll stated that there are currently 26 different rates and he is recommending that the rates be consolidated to 11. Council Member David Ford made a motion to approve the consolidation of the fire fee rates. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously. A copy of the previous rates and new consolidated fire fee rates is attached and becomes part of these minutes.

FROZEN EMPLOYEES – COMPENSATION PLAN: Mayor Harvey stated that with the modified compensation plan no employees' pay was decreased but there were four (4) positions that were frozen. Mayor Harvey stated that in order to keep the structure of the plan no raise was given. Mayor Harvey stated further that these positions will catch up next year. Mayor Harvey stated that each of these folks will receive a lump sum payment. Council Member Earl H. Parris asked if the funds are in the budget for this lump sum payment. Mayor Harvey responded yes and that \$55,000 was put in the budget for the Compensation Plan. Council Member David Ford made a motion to approve a \$0.06% lump sum payment to the four frozen employees. The motion was seconded by Council Member Zachary Martin and carried unanimously.

MINIMUM INCREASE OF \$0.10 PER HOUR TO 13 EMPLOYEES: Mayor Harvey stated that there is a list of 13 employees that have raises that range from \$0.01 to \$0.09. Mayor Harvey stated that the proposal is to have these employees get at least \$0.10. per hour. City Manager Tony Carroll interjected that the cost of the \$0.10 per hour for the 13 employees will be \$1,286.48. Council Member David Ford made a motion to approve a \$0.10 per hour raise for the 13 employees presented. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously. A copy of the employee sheet is attached and becomes part of these minutes.

DATA LOG FEE: Mayor Harvey asked that City Manager Tony Carroll provide information concerning the proposed \$30.00 data log fee. City Manager Tony Carroll stated that the city is getting a lot of requests for data log reports. City Manager Carroll explained that the new software program is capable of reporting water consumption by the day and hour which is a good feature but takes time, equipment, and staff to accomplish.

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DATA LOG FEE CONTINUED: City Manager Carroll explained that the city has a \$30.00 re-read fee wherein if a customer questions a reading and the city double checks the reading a \$30.00 service fee is charged if the reading is correct. City Manager Carroll stated that the same philosophy is applied to the data log fee. City Manager Carroll stated that if a data log request confirms the customer's consumption then they will be billed \$30.00 on their next utility bill. City Manager Carroll explained further that in either case, re-reads or data log reporting, if a problem is discovered that is due to the city's equipment no service fee will be charged. Council Member Earl H. Parris asked, "How many data log requests are we talking about"? City Clerk Jill Durham responded that on Thursday of last week we had seven or eight data log requests for one day. Council Member Earl H. Parris made a motion to establish a \$30.00 data log fee that will be billed to the customer's next utility bill if the report confirms customer consumption. Council Member Earl H. Parris' motion also established that if the data log confirms that there is a problem with city equipment then the customer will not be charged a data log fee. The motion was seconded by Council Member Zachary Martin and carried unanimously.

EMERGENCY GAS LEAK REPAIR – FLOYD COUNTY: Mayor Harvey stated that the next item is approval of expenses associated with an emergency gas leak repair in Floyd County with a total cost of \$51,154.00. Mayor Harvey asked City Manager Tony Carroll to provide information on this time. City Manager Tony Carroll explained that there is a leak in the weld on the river header which is a 10 inch main. City Manager Carroll explained that the contractor is waiting on materials. Council Member Earl H. Parris asked if it is still leaking gas. City Manager Carroll responded, "Yes". Terry Tinney interjected that the material needed to make this kind of repair needs to be kept in inventory. Council Member Earl H. Parris asked if city staff can do the repair. Terry Tinney responded that the city can't do the repair; contractor is needed. City Manager Tony Carroll interjected that large equipment is needed to accomplish the repair which the city does not have. City Manager Carroll explained that the cost will be split between the Town of Trion, the City of Lafayette, and Summerville with the cost to each municipality being \$17,051.34. Council Member Joe Money, Jr. made a motion to contract emergency repair to the river header at Berry College in Floyd County at a cost of \$51,154.00 to be split three ways; Summerville, Town of Trion, and City of Lafayette. The motion was seconded by Council Member Earl H. Parris and carried unanimously.

DOVER CUT ROAD: Mayor Harvey requested that City Manager Tony Carroll provide information on the request for service on Dover Cut Road. City Manager Carroll explained that there is the potential of six customers that could tie on to the water main if it is extended. City Manager Carroll stated that it would cost \$18,000 and have a 7 ½ year payback. Mayor Pro Tem Lloyd "Buddy" Windle stated that he was approached by Mr. Wiseman about hooking up to Summerville water because his well is dry. Mayor Pro Tem Windle stated that the reason Lyerly won't do it is because they would have to go under the road. Council Member Earl H. Parris asked who will pay for the fire hydrants. Mayor Harvey asked what the total cost of the project would be. Terry Tinney responded stating it will cost \$18,000 using a 6" line. Mayor Harvey asked if all six residents would connect to the line. Mayor Pro Tem Windle responded that a survey would need to be conducted to see if all six would want to hook into the line. Council Member Earl H. Parris asked why wouldn't a 2" line be used.

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DOVER CUT ROAD CONTINUED: Terry Tinney responded that at least half of the line needs to be 6" to be able to feed one fire hydrant. Council Member Earl H. Parris asked if there is potential for further growth. Mayor Harvey stated that we need to know how many will make a firm commitment to tie into the line. Mayor Harvey stated further that he thinks the project return should be under five years. Mayor Harvey asked if there is any other questions or discussion. Council Member Earl H. Parris asked when the additional information will be available. City Manager Carroll stated that he will make sure and contact residents and see who will commit to the tie in. Council Member Earl H. Parris asked for the dollar amount needed with a five-year payback. Mayor Harvey stated that City Manager Carroll provide information on a five-year and three-year payback. Council Member Earl H. Parris asked what the pressure would be on the line. Terry Tinney responded that it would be 80 pounds of pressure and he will also check with Jason Winters to see if they would help. Mayor Harvey stated that he recommends that the item be tabled until more information is available. Council Member Earl Parris made a motion to table the item until more information is available. The motion was seconded by Council Member Joe Money, Jr. and carried with a 3 to 2 vote. Council Members Parris, Money, and Martin voted to table the item. Council Members Ford and Windle voted in opposition of tabling the item.

DOWNTOWN DEVELOPMENT AUTHORITY: Mayor Harvey asked Susan Locklear to provide information concerning the Downtown Development Authority. Susan stated that having a Downtown Development Authority (DDA) makes the city eligible for grants. Susan explained that DDA members are required to have training to serve as a DDA board member. Susan stated that Summerville could host the training and offer the opportunity for other entities to participate. Susan explained that she is thinking of having the training after the first of the year. Susan also suggested that the Main Street Board could serve as the DDA. Susan stated that the current Main Street Board is Connie Howard, Cathy Dillard, Charlie Long, Richard Lindsey, David Ford, Ashley Mason Kilbourn, and Ann Renc. Susan stated that it is up to Council to designate and approve the DDA members. Mayor Harvey asked if there are any questions or discussion. Council Member Earl H. Parris stated that he is happy to see this being done. Mayor Harvey stated that a motion is needed. Attorney Albert Palmour interjected that the Downtown Development Authority can be adopted and set forth but the land boundaries have to be set. Attorney Palmour stated that it could cover the historical and downtown district. Attorney Palmour stated that a proposed ordinance has been prepared which needs to be reviewed then have a first reading. Mayor Harvey stated that it would be best to table the item until the next meeting when more information is available. Council Member David Ford made a motion to table the item until the next meeting when more information will be available. The motion was seconded by Council Member Zachary Martin and carried unanimously.

OKTOBERFEST – 10/22/16 – HOPS-N-HAZE: Mayor Harvey asked City Manager Tony Carroll to provide information concerning the request for a special event alcohol permit for Hops-n-Haze. City Manager Carroll stated that Smart Spark – Hops-n-Haze has requested a one-day permit for alcohol beer and wine sales in association with an Oktoberfest celebration to be held on Saturday, October 22nd. City Manager Carroll stated that all required insurance coverage documentation has been provided to the city. Council Member David Ford made a motion to approve a one-day special event alcohol sales permit for Smart Spark – Hops-n-Haze Oktoberfest to be held Saturday, October 22, 2016.

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RENAISSANCE FESTIVAL-11/5/16-LOS MAGUEY: Mayor Harvey asked City Manager Tony Carroll to provide information concerning the request for an alcohol permit from Los Maguey. City Manager Carroll stated that Los Maguey has requested a one-day alcohol sales permit to serve beer, wine, and mixed drinks at the Summerville Mini Renaissance Festival to be held November 5, 2016 inside the Depot. City Manager Carroll stated that copies of all required insurance has been provided. Council Member David Ford made a motion to approve the special event alcohol application for Los Maguey for the Renaissance Festival to be held at the Depot on November 5th. The motion was seconded by Council Member Earl H. Parris and carried unanimously.

SUMMERVILLE HOUSING AUTHORITY – EUGENE MCGINNIS: Mayor Harvey stated that the next item for consideration is re-appointing Eugene McGinnis to a five-year term as Commissioner of the Housing Authority of the City of Summerville, Georgia. Council Member Earl H. Parris asked when the city lost control of the Housing Authority. City Manager Tony Carroll responded that the Housing Authority has always functioned through the State with the city only appointing board members. Council Member Joe Money, Jr. made a motion to re-appoint Eugene McGinnis to a five-year term as Commissioner of the Summerville Housing Authority with his new term to expire August 15, 2021. The motion was seconded by Council Member Zachary Martin and carried unanimously.

COMPUTER CENTRAL SIGN: Mayor Harvey asked Joey Norton to provide information about the sign application from Computer Central at 9990 Commerce. Joey stated that the sign is within the guidelines of the sign ordinance and will be mounted on the shingle awning for the business. Joey explained that it will be mounted like the existing signage for Morris Jewelers. Council Member Zachary Martin made a motion to approve the sign application for Computer Central at 9990 Commerce. The motion was seconded by Council Member David Ford and carried unanimously.

CHATTOOGA COUNTY – BUILDING PERMIT: Mayor Harvey requested Joey Norton to provide information on the Chattooga County Building Permit application. Joey explained that the job encompasses repair to the awning at 10017 Commerce. Joey explained that this is the registrar's office. Council Member David Ford made a motion to approve the building permit for Chattooga County's office located at 10017 Commerce. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

RESIDENTIAL BUILDING APPLICATION – 5 N WASHINGTON ST: Mayor Harvey requested that Joey provide information concerning the building application for 5 North Washington Street. Joey explained that the application is for basic home repair; replacement windows. Joey stated that the home is in the historical district so it has to be approved by Council. Council Member Earl H. Parris made a motion to approve the residential building application for 5 North Washington Street. The motion was seconded by Council Member Joe Money, Jr. and carried unanimously.

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MOBILE HOME APPLICATION: Mayor Harvey requested Joey Norton to provide information concerning the mobile home application. Joey stated that the request is to place a brand new 28' x 50' Clayton Homes mobile home at 144 Roberts Street. Joey stated that the ordinance says that Council will decide if the mobile home is approved for placement inside the city or not. Joey stated that the parcel is zoned at R-2. Council Member Zachary Martin asked if the applicant is going to live in the home. Joey responded, "Yes". Council Member David Ford made a motion to approve the placement of a new Clayton Homes mobile home at 144 Roberts Street. The motion was seconded by Council Member Zachary Martin and carried unanimously.

DEMOLITION OF CLEAN AND LIEN PROPERTIES: Mayor Harvey asked for City Manager Tony Carroll to provide information on the demolition of clean and lien property. Tony explained that the low bidder for demolition of clean and lien property was Randy Patty. Tony stated that Randy bid \$300 per 100 square feet which would make a 1,500 square foot home cost \$4,500 to have the lot cleared and seeded. Joey explained that he had talked to one guy that had a rate of \$250 per 100 square feet but he does not do residential clearing. Joey stated that the fellow said that the price of \$300 per 100 square feet for residential is reasonable. Council Member Earl H. Parris asked how many houses are listed to be demolished. Joey responded that there are ten (10) currently on the list. Council Member Earl H. Parris asked when the others will be ready. Joey responded that one is currently in the works with the others in line to be processed. Joey stated that the process is long and takes time. City Manager Tony Carroll stated that there is currently \$37,594.75 in the Clean and Lien fund. Attorney Palmour interjected that there is a standard process required for Clean and Lien. Mayor Harvey asked if there are any further questions or comments. Mayor Harvey stated that if there is no further discussion then a motion is needed concerning demolition services for Clean and Lien properties for a twelve-month period. Council Member Earl H. Parris made a motion to award the 12-month demolition services for Clean and Lien to Randy Patty at a cost of \$300 per 100 square feet of structure. The motion was seconded by Council Member David Ford and carried unanimously.

BREAK: A short break was held prior to calling for an Executive Session.

EXECUTIVE SESSION: Council Member Earl H. Parris made a motion to go into Executive Session for the purpose of discussing personnel and property acquisition. The motion was seconded by Council Member David Ford and carried unanimously.

CLOSE EXECUTIVE SESSION & REOPEN REGULAR MEETING: Council Member Earl H. Parris made a motion to close the Executive Session and reopen the Regular Council Meeting. The motion was seconded by Council Member David Ford and carried unanimously.

NO ACTION IN EXECUTIVE SESSION: Mayor Harvey reported that there was no action taken in the Executive Session.

PLANNING SESSION IN NOVEMBER: A general discussion rendered that a Planning Session will be held November 7, 2016, beginning at 6:00 PM at the Depot. Mayor Harvey asked that Council be thinking about what is going on now, one-year goals, five-year goals, and any other projects for consideration.

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CITY MANAGER POSITION PROCESS: Council Member Earl H. Parris stated that he wanted to thank everyone for going through the process of filling the position of City Manager. Council Member Parris stated that there is a process for any position that becomes open at the city. Council Member Parris stated that he is pleased to know the process was followed. Mayor Harvey interjected that there was no pre-determined appointment to the position of City Manager. Mayor Harvey stated that a process of interviews for potential candidates was done to provide adequate information for Council to make an educated appointment.

ADJOURN: Mayor Harvey asked if there is any other business to be discussed. With no further discussion to be held at this time, Mayor Pro Tem Lloyd "Buddy" Windle made a motion to adjourn. The motion was seconded by Council Member Zachary Martin and carried unanimously.

HARRY HARVEY – MAYOR

Attest:

JILL DURHAM – CITY CLERK, G.C.M.C.