



CITY OF SUMMERVILLE PLANNING SESSION NOVEMBER 7, 2016 6 PM

WELCOME: Mayor Harvey welcomed everyone to the planning session. Mayor Harvey stated that the purpose of the meeting is evaluate short and long term goals.

INVOCATION: Mayor Harry Harvey gave the invocation.

PLEDGE OF ALLEGIANCE: Captain Harold Tucker led the pledge of allegiance.

MISSION AND VISION STATEMENTS: Mayor Harvey stated that the purpose of this meeting is to discuss ideas of what needs to be done now and what needs to be planned for in the future. Mayor Harvey read the city's mission and vision statements. Mayor Harvey asked if Council has any changes they would like to see made to either the mission or vision statements. Council made no recommendation to change either statement.

CITY MANAGER: City Manager Tony Carroll distributed a sheet listing the city's current outstanding debt then reviewed the items listed. A copy of the distributed sheet is attached and becomes part of these minutes.

City Manager Carroll explained that the city's health insurance renewal rates were negotiated from 21.4% down to a 12% increase. City Manager Carroll explained that an information sheet has been distributed listing numbers about current verses new rates along with the employee contribution increase. Council Member Earl H. Parris asked if Tony Jones has given any prices for insurance coverage. City Manager Carroll responded that Tony Jones has not presented any information. City Manager Carroll stated further that the plan options the city currently has is very good.

City Manager Carroll stated that consideration has been requested to have the retirement plan amended to include qualifying for normal retirement benefits if an employee reaches the age of 50 with 30 years of credited service. City Manager Carroll stated that the Georgia Municipal Association will provide information on what that proposed change would entail soon.

City Manager Carroll explained that work is also being done relating to the Splash Park, Phase 2 of the Walking Track, and Highway 100 gas line expansion. City Manager Carroll stated that a request has been made to have an assistant/back-up staff member for the Fairway Recreation Department. City Manager Carroll stated that having an assistant would allow Wayne Perry the ability to be more active within the community while still having a staff member on site for the facility.

City Manager Carroll stated that the low bid for rebuilding the Fairway Recreation building was \$537,000. City Manager Carroll stated that the city has a budget of \$300,000. City Manager Carroll stated that he met with the architect and was able to cut \$127,000. City Manager Carroll explained that the architect went with very high end materials noting that cutting back to standard materials will provide a very nice facility at a more manageable cost but more evaluation is still needed.

City Manager Carroll stated that work is being done on the Street Scape project to get documentation up to date.

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City Manager Carroll stated that on the wish list of things, Terry Tinney is asking for two entry level workers to help with the work load. City Manager Carroll stated that Terry has also requested materials for emergency gas line repairs that would help to expedite repairs if a problem occurs like we are currently experiencing. City Manager Carroll explained that the cost of the materials would be split three ways; Summerville, Trion, and Lafayette at a cost of approximately \$10,000 each. Mayor Harvey responded that the wish list items would be considered during the mid-year budget review. City Manager Carroll stated further that a request has been made of a heat and air system for the Dewey Hoskins gym.

POLICE: Captain Harold Tucker addressed Council stating that he would like to have another officer; preferably two in order to handle the increased number of calls officers have to handle. Captain Tucker stated that Police safety is at the root of his request. Captain Tucker stated that three officers were lost due to cut backs in 2011. Captain Tucker stated that those three positions have not been recovered. Captain Tucker stated that in 2011 officers responded to 8,080 calls and in 2015 there were 9,670 calls. Captain Tucker stated that limited officers have the potential to put staff in dangerous situations without back up. Mayor Harvey stated that this type of request will be worked on with the mid-year budget.

MAIN STREET: Susan Locklear was accompanied by several women on the Main Street Downtown Development Committee for discussion of what the group would like to accomplish. The ladies stated that they would like more money for advertising, money to provide food for vendors, lights at the Depot; especially in the back, establish a collaborative effort museum for Chattooga County which would include Summerville and surrounding areas, have decorations for Willow Springs Park, update/improve Summerville's public restrooms, and have a sound system for the Depot. The ladies also expressed that Susan does a fantastic job and is a huge asset to the community. Mayor Harvey responded stating that the committee's input is appreciated. Mayor Harvey stated further that some of the items can be accomplished in short order and others will take a little time.

MAYOR HARVEY: Mayor Harvey stated that the sheet listing categories of projects, infrastructure, and services have several items listed. Mayor Harvey asked that the list be reviewed with each person prioritizing the items listed for each category.

Mayor Harvey stated that the lowest bid for the Fairway Recreation Center is \$537,000. Mayor Harvey stated that the project was bid using high end materials. Mayor Harvey stated that he would like for Council to review the project for discussion at Monday's meeting. Mayor Harvey stated that while changes can be made the basic function and size of the facility needs to stay the same.

Mayor Harvey stated that work is being done on the Streetscape project. City Manager Tony Carroll stated that the project will be put out for bid sometime between January and July 2017. City Manager Carroll explained that there are a lot of documents to be resigned and resubmitted.

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Mayor Harvey stated that work has begun on phase two of the walking trail. City Manager Carroll explained that Carter and Sloop will prepare design information. City Manager Carroll stated that there is grant money up to \$100,000 for this kind of project.

Mayor Harvey stated that planning has been underway for the splash pad playground project. City Manager Tony Carroll explained that there is a municipal lease/purchasing program that would loan \$300,000 with no down payment and a five-year lease with the first payment being \$50,000. Mayor Pro Tem Lloyd "Buddy" Windle asked about the insurance for a splash pad. City Manager Tony Carroll stated that he doesn't think there will be any increase to the insurance for the splash pad but he will check. Mayor Pro Tem Lloyd "Buddy" Windle asked if the project is a money maker. Bo Chamlee responded stating that the splash pad will most likely not be a money maker. Bo explained that some other places have had splash pads with the ability to rent it and have birthday parties. City Manager Tony Carroll explained that he can get Murray County's numbers on revenue for their splash pad.

Mayor Harvey stated that another project is installing heat and air conditioning as well as lights at the Dewey Hoskins gym. Bo Chamlee explained that Lyerly is tearing down their gym to rebuild which will cause Summersville to have more activities. Bo explained that having heating and air at the Dewey Hoskins gym would make the facility a lot better. Mayor Harvey stated that lighting and the heat and air needs to be done as soon as possible.

Mayor Harvey asked Bo Chamlee to provide information concerning the tennis courts and ball field. Bo explained that the tennis courts were repaired a couple of years ago in order to fix substantial cracks. Bo explained that the cracks were repaired with tar which makes it impossible to do any more repairs. It is now necessary to dig up the existing tennis courts and rebuild them. Bo said that the folks that build tennis courts said they would not dig the old material out; the lots would have to be cleared. Bo said that it will cost between \$20,000 and \$25,000 to rebuild the courts. Bo explained that the ball fields are good but will need some lighting and bathroom upgrades.

Mayor Harvey asked about the progress made on digitizing city records. Jill Durham stated that she has talked with some providers that explained that some decisions need to be made about methodology of the project. Jill stated that she recommends digitizing permanent records first and setting an annual schedule for purging records that have exhausted their retention schedule. Jill explained that guidance is needed from Council concerning how the records will be retained; will they be on external hard drives for each department or will there be a dedicated server for the project. Jill explained that Council also needs to make a decision on what will be done with the originals. Jill requested that a RFP be prepared for the services to be bid. Jill stated that the first company she spoke with stated that a ball park estimate of cost is between \$160 and \$200 per banker's box to digitize documents if those documents were transported to their facility. Jill stated that the contact explained that if they come on-site to do the scan service cost is around 40% to 60% more. Jill stated that she will put together a plan for Council's review as soon as all information has been coordinated.

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MAYOR HARVEY CONTINUED: Mayor Harvey stated that infrastructure discussion will cover items that determine quality of life. Mayor Harvey asked City Manager Carroll to report on road paving and pot holes. City Manager Carroll stated that when the pot hole project began there were around 1,600 pot holes in the city. City Manager Carroll reported that the number of pot holes has been reduced to under 200 now.

Mayor Harvey asked about sidewalk projects. City Manager Tony Carroll explained that the bids for Highland Avenue will be opened at 11 am Friday. Mayor Harvey stated that he would like to see sidewalks all the way down Highway 27. Council Member David Ford said that it would be great to have sidewalks all the way down to the Boys & Girls Club.

Mayor Harvey stated that one thing that needs some thought is handicapped parking. Mayor Harvey stated that we need some ideas and consider including a few RV parking spots.

Mayor Harvey asked about sewer lines and repairs. Terry Tinney stated that they are about to finish up Ramey Street. City Manager Tony Carroll stated that the city has received 2 million dollars of CDBG grants since 2011 for sewer improvements.

Mayor Harvey asked how building and roof repairs are going. City Manager Tony Carroll reported that a couple of buildings have been torn down and the lots cleaned up. City Manager Carroll reported that there is an ongoing effort to work on this project.

Bo Chamlee interjected that the Scout Hut floors need to be fixed. Bo stated that the facility is rented every weekend from now to the first of the year.

Mayor Harvey stated that Council Member Money suggested that each department leader provide a five and ten-year plan for their area of operation.

Mayor Harvey stated that in the area of services customer service is important because that is usually the first point of contact for customers. Mayor Harvey stated that November 10th several city employees will participate in a customer service training session sponsored by the Chattooga County Chamber of Commerce and led by the University of Georgia to be held at the library.

Mayor Harvey stated that the city will look at providing retirement for employees that have 30 years of service and reach the age of 50. Mayor Harvey stated that GMA is working on providing information on that change. Mayor Harvey stated that what is done will be contingent on the money. Mayor Harvey stated that he would like to have 401K plans established for new employees. Mayor Harvey stated that he did not want to do anything to disrupt retirement benefits for those already participating in the GMA retirement plan. Mayor Harvey stated that 401Ks would be for new employees as a replacement method to plan for retirement.

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Mayor Harvey stated that medical insurance is going up everywhere. Mayor Harvey stated that he doesn't think the cost will go down. Mayor Harvey stated that there is a sheet listing the premium increase and employee contribution based on the type of coverage chosen. Mayor Harvey stated that no action will be taken until the December meeting. Mayor Harvey stated that the coverage the city currently carries is good and there is no need to change.

Mayor Harvey stated that personnel will be considered at mid-year budget time.

Mayor Harvey stated that he would like to have vacation and sick leave accrual limited to six to eight weeks. Mayor Harvey stated also that the personnel policy handbook needs to be reviewed to insure consistency.

Captain Harold Tucker asked Dee Windle if he has a 401K. Dee responded that he does and it has taken a beating. Captain Tucker stated that the retirement plan, insurance, and leave time are strong points when trying to attract new employees. Captain Tucker said it is hard to get police officers now with the prevailing anti-police rhetoric present. Captain Tucker stated that the benefits are one of the city's best draw for officers. Captain Tucker stated that if benefits are cut then the city is going to be like the county and not be able to keep anybody. Mayor Harvey responded that the city needs to do what is best and most responsible for our operation. Captain Tucker stated that what he has said is his personal opinion. Captain Tucker stated that he is afraid that cutting benefits for new hires is just the first step to cutting everybody's benefits. Mayor Harvey responded stating that there are only two ways to balance the budget; increase revenue or decrease expenses.

CONCLUSION: Mayor Harvey stated that discussions rendered that the things that need to be done now are restroom upgrades, repair Scout Hut floors, get better lighting in the parks and depot, and add electrical outlets for parks and depot.

Mayor Harvey asked that staff members review the items listed for projects, infrastructure, and services and assign prioritization of items in each category. Mayor Harvey asked that the lists be returned to him for review.

ADJOURN: Mayor Harvey stated that a lot has been discussed resulting in a lot of food for thought. Mayor Harvey stated that the meeting is now concluded.

HARRY HARVEY – MAYOR

Attest:

JILL DURHAM – CITY CLERK, G.C.M.C.

