



CITY OF SUMMERVILLE REGULAR COUNCIL MEETING AUGUST 12, 2019 5 PM

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

ROLL CALL: Mayor Harry Harvey gave roll call. Council Members David Ford, Mayor Pro Tem Lloyd "Buddy" Windle, Earl H. Parris, Joe Money, Jr., and Zachary Martin were present. Also present were City Manager Janice Galloway 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 deletions or additions needed to the agenda. Council Member David Ford stated he would like to add the approval of the ARC walking trail bridge design. Mayor Harvey stated the ARC Grant would be discussed later, but recommended allowing Council the opportunity to review the design before making a decision. With no other changes requested, Council Member David Ford made a motion to approve the meeting agenda as presented. The motion was seconded by Council Member Earl H. Parris and carried unanimously.

WELCOME: Mayor Harvey welcomed everyone to the regular council meeting. Mayor Harvey offered visitors the opportunity to speak at this time, requesting comments be limited to three minutes. Mayor Harvey explained visitors would be given a chance to address Mayor and Council again at the end of the meeting.

DEPARTMENTAL REPORTS

MAIN STREET: Mayor Harvey requested Susan Locklear to provide her report. Susan reviewed the monthly Main Street activities, including events, training, and meetings she attended during the month. Susan explained the Hee Haw Tribute show raised \$4,300, and the funds would be used to purchase Christmas lights and Christmas décor for the Downtown area. A copy of Susan's report becomes part of these minutes.

CODE ENFORCEMENT: Mayor Harvey requested Joey Norton to provide his monthly report. Joey reported 20 permits were sold during the month for \$976.00 in permit fees. Joey explained he has 28 new property maintenance cases and continues to work on the existing cases. A copy of Joey's report is attached and becomes part of these minutes.

WATER TREATMENT PLANT: Mayor Harvey asked Jason Greene to provide the report for the Water Treatment Plant. Jason reviewed the work performed at Raccoon Creek, Lowe Springs, and the Distribution Plant for the month. Jason reported the monthly safety-meeting topic was reducing the risk of workplace violence. Jason said 5.77 inches of rainfall was recorded in July. A copy of Jason's report becomes part of these minutes.

**PAGE 2
CITY OF SUMMERVILLE
REGULAR COUNCIL MEETING
AUGUST 12, 2019**

DEPARTMENTAL REPORTS CONT:

WASTEWATER TREATMENT PLANT: Mayor Harvey requested Chris Tuggle provide the Wastewater Treatment Plant report. Chris reviewed the report submitted listing all work performed during the month at the Wastewater Treatment Plant, which included the volume of wastewater and sludge processed, and maintenance performed. Chris reported 4.26 inches of rain was recorded at the plant in July. A copy of Chris' report is attached and becomes part of these minutes.

PUBLIC WORKS: Mayor Harvey requested Terry Tinney present the Public Works report. Terry reviewed all work performed under his supervision by the street, water, and gas department. Terry reported the chert pit is progressing, marble relocation is underway, and the Streetscape project is 98% complete. Terry's report is part of these minutes.

RECREATION DEPARTMENT: Mayor Harvey asked Bo Chamlee to provide the monthly report submitted for the Recreation Department. Bo reviewed the monthly activities for the Summerville Recreation Department. Bo announced football, cheerleading, and soccer registration would end on Wednesday, August 14. Bo stated registration for Sum Nelly is underway. Bo reported the Third Annual Back to School Bash was recently held, with several agencies and individuals providing free school supplies and free haircuts to over 400 children in the county. A copy of Bo's report becomes part of the minutes.

POLICE DEPARTMENT: Mayor Harvey requested Chief Stan Mosley to present the monthly report for the Police Department and Probation. Chief Mosley reviewed his report stating officers patrolled 3966 miles, responded to 813 calls, as well as inmates housed, number of citations issued, accident and incident reports, and the money collected at the Police Department for the month. Chief Mosley reported \$8,332 was received in City Court fines and \$5,145 in State Court fines. A copy of Stan's reports becomes part of the minutes.

FIRE DEPARTMENT: Mayor Harvey requested Fire Chief Robbie Lathem provide the monthly Fire Department report. Robbie reviewed each of the 78 calls responded to by the department. Robbie reported the department had five training nights with 114 hours of training, and Trey Skelton completed 24 hours of training in Rescue Specialist and Hazmat Awareness. Robbie noted the department hosted the Chattooga County Chief's Mutual Aid Meeting, and members attended the Tri-State Mutual Aid Meeting. A copy of Robbie's report becomes part of these minutes.

CITY MANAGER: City Manager Janice Galloway reported a balance of \$1,983,329.03 in the operating account as of July 31, 2019. City Manager Galloway reported a balance of \$3,870,884.61 in all accounts, including the restricted fund account, with the current operating account balance as of August 12, 2019, of 2,064,713.27. City Manager Janice Galloway stated qualifying would begin Monday, August 19, 2019, and continue until Friday, August 23, 2019, for the November Municipal Election. City Manager Galloway stated an active shooter class would be held Wednesday, August 28 at city hall. Janice stated City Clerk Angie White had completed her Clerks' training, and Finance Director Carla Rutledge completed an additional certification in finance.

**PAGE 3
CITY OF SUMMERVILLE
REGULAR COUNCIL MEETING
AUGUST 12, 2019**

DEPARTMENTAL REPORTS CONT:

Mayor Harvey asked Council if anyone had any questions for department heads.

Council Member Earl H. Parris stated he appreciated the job the department heads do in the hot weather.

Mayor Harvey encouraged everyone to attend the upcoming August and September events. Mayor Harvey stated the next regular council meeting would be held on September 9, 2019.

UNFINISHED BUSINESS

REQUEST FOR PROPOSAL-WATER & SEWER RATE STUDY: Mayor Harvey stated the first item of business is to authorize City Manager Janice Galloway to proceed with the Request for Proposal (RFP) for a Water & Sewer Rate Study. Janice explained City Attorney Albert Palmour prepared the RFP, and it is ready to publish. Council Member Joe Money, Jr. made a motion to authorize City Manager Janice Galloway to publish the Request for Proposal (RFP) for a Water & Sewer Rate Study. Council Member Earl H. Parris seconded the motion. The motion passed 4 to 1, with Council Member David Ford voting in opposition.

NEW BUSINESS

MINUTES: Mayor Harvey stated the next item of business is the approval of the meeting minutes from the July 8, 2019, regular meeting. Council Member Joe Money, Jr. made a motion to approve the July 8 minutes. Council Member David Ford seconded the motion, which carried unanimously.

HOUSING AUTHORITY COMMISSIONER-MELVIN MOSLEY: Mayor Harvey stated the next item is to approve the re-appointment of Melvin Mosley, as Commissioner for the Housing Authority of the City of Summerville for a five-year term. Council Member David Ford made a motion to approve the re-appointment of Melvin Mosley as Commissioner for the Summerville Housing Authority. Council Member Earl H. Parris seconded the motion, which carried unanimously.

NEW LIBRARY BOARD MEMBER-DAN MOSTELLER: Mayor Harvey stated the next item of business is to consider appointing Dan Mosteller as a Library Board Member. Mayor Harvey explained Mr. Mosteller is a resident of Summerville, and he has agreed to serve as the new library board member. Council Member David Ford made a motion to approve Dan Mosteller as the new library board member. Council Member Zachary Martin seconded the motion, which carried unanimously.

QUITCLAIM DEED-CITY OF SUMMERVILLE & RAGLAND OIL: Mayor Harvey asked City Attorney Albert Palmour to provide more information regarding the Quit Claim Deed. City Attorney Palmour explained a portion of Mr. Ragland's is trying to sell his building, and a portion of the building is in the Right-of-Way, and the city does not have any use for it. Council Member David Ford made a motion to approve the Quit Claim Deed between the City of Summerville and Ragland Oil. Council Member Joe Money, Jr. seconded the motion, which carried unanimously.

PAGE 4
CITY OF SUMMERVILLE
REGULAR COUNCIL MEETING
AUGUST 12, 2019

REQUEST FOR PROPOSAL- SOLID WASTE SERVICES: Mayor Harvey asked City Manager Janice Galloway to provide information on the Request for Proposal for Solid Waste Services. Janice explained the current contract expires on October 1, 2019, and the RFP is ready to publish. Council Member David Ford made a motion to publish a Request for Proposal (RFP) for Solid Waste Services. Council Member Zachary Martin seconded the motion, which carried unanimously.

COURT WARE GOVERNMENT SOFTWARE SOLUTIONS: Mayor Harvey stated approval is needed for a one-year minimum agreement between Courtware Government Software Solutions and the City of Summerville as the Records Management Software, for the Police Department and the Municipal Court. Mayor Harvey asked City Manager Janice Galloway and Police Chief Stan Mosley to provide more information. City Manager Janice Galloway explained the cost would be \$350 a month. Chief Mosley interjected stating the minimum would be \$350 a month, and \$15 for each ticket, except tickets for seatbelts, and phone tickets. Council Member David Ford made a motion to approve a one-year agreement between Courtware Government Solutions and the City of Summerville as the Records Management Software for the Police Department and Municipal Court. The motion was seconded by Council Member Earl H. Parris and carried unanimously.

ENVIRONMENTAL MONITORING-WASTEWATER TREATMENT PLANT: Mayor Harvey stated consideration is needed to approve CCR Environmental, Inc. to conduct Environmental Monitoring for the Wastewater Treatment Plant for \$10,480 to be paid from technical services. Mayor Harvey explained this monitoring is mandatory. Council Member Earl H. Parris asked Chris Tuggle if there are more requirements for monitoring. Chris stated. "Yes." Council Member David Ford made a motion to approve CCR Environmental, Inc. to conduct Environmental Monitoring for the Wastewater Treatment Plant for \$10,480. The motion was seconded by Joe Money, Jr, and carried unanimously.

SURVIVAIR SELF-CONTAINED BREATHING APPARATUS (SCBA) - Mayor Harvey stated approval is needed for the Summerville Fire Department to sell 19 Survivair self-contained breathing apparatus (SCBA) and 37 SCBA cylinders that are out of service on GovDeals. Council Member David Ford made a motion to sell 19 SCBA and 37 SCBA cylinders on GovDeals. Council Member Joe Money, Jr seconded the motion, which carried unanimously.

UNIFORM APPRAISAL ACT-ALLEN SMITH CONSULTING: Mayor Harvey stated consideration is needed to approve Allen-Smith Consulting to conduct a Uniform Appraisal Act for the ARC Grant. Mayor Harvey explained funds are available to pay for the Uniform Appraisal Act through ARC Grant funds. Mayor Harvey asked City Manager Janice Galloway to provide more information. Janice explained when federal money is used, there are special guidelines for acquisitions and right-of-ways, and the fair market value of the property has to be determined. Mayor Harvey asked what the cost would be. Finance Director Carla Rutledge explained it is estimated not to exceed \$2,500. Council Member David Ford made a motion to approve Allen-Smith Consulting to conduct a Uniform Appraisal Act for the ARC Grant, to be paid out of grant funds. The motion was seconded by Council Member Zachary Martin and carried unanimously.

PAGE 5
CITY OF SUMMERVILLE
REGULAR COUNCIL MEETING
AUGUST 12, 2019

SEWER COLLECTION LINES-DISCUSSION: Mayor Harvey explained two engineering companies had provided reports concerning the sewer collection lines and what is needed to bring the lines up to date. Mayor Harvey asked City Manager Janice Galloway and Terry Tinney to provide more information concerning what needed to be addressed going forward. Janice explained both reports indicated a concern with infiltration in the sewer lines when there is heavy rain. Utilities Director Terry Tinney discussed the areas, age, size, and distance from the plant that is in need of repair or replacement. Terry explained sewer cleanouts in customer yards are also a problem for infiltration. Council Member Earl H. Parris asked how much money it would take. Terry stated, "millions." Mayor Harvey stated plans would need to be made in the near future on financing and the upgrades.

DOG PARK-DISCUSSION: Mayor Harvey explained there have been inquiries about establishing a dog park. Mayor Harvey stated information had been provided by Council Member Joe Money, Jr. concerning the benefits of a dog park. Mayor Harvey asked Council Member Money to review the information. Council Member Money discussed the features, benefits for owners and dogs, and the concerns that may arise from the community surrounding the park. Council Member Money explained some preliminary information had been discussed, including fencing and funding, but several questions still need to be answered, such as who and how would it be maintained, and when it would be in operation. Mayor Harvey recommended visiting other parks and speak with the people in the area about the benefits and any concerns. No action was taken.

VICIOUS DOG SIGNAGE-DISCUSSION: Mayor Harvey stated he would like to allow anyone to discuss signage for vicious dogs. Mayor Harvey explained signage and controls for vicious dogs are addressed in the Animal Control Ordinance. Mayor Harvey recommended using the Ordinance as a guideline for signage and vicious dogs.

PRESENTATION-CODE ENFORCEMENT JOEY NORTON: Mayor Harvey asked Code Enforcement Joey Norton for his presentation on clean and lien properties. Joey provided a powerpoint presentation on the properties that have been voluntarily demolished or properties that have been demolished through the legal process. Joey explained the legal process that he is required to follow before the city could acquire the property. Joey stated the clean and lien fund is empty, but there are still properties to sell. Council Member Earl H. Parris asked what happens when money is not available to demolish the houses. City Attorney Albert Palmour explained after 45 days, and the court would need to be petitioned to sell the property again. Attorney Palmour explained a court order still stands to demolish, but if the money is not available, then the city may consider stopping at the lien process. Council Member Earl H. Parris commended Joey on the progress thus far. Joey suggested a couple of times of year the city may want to consider providing a dumpster in areas to help people clean up around their property. Council Member Earl H. Parris asked how much money was invested at this point. Joey stated, "\$50,000." Finance Director Carla Rutledge explained there is a small amount of money left in the fund, but after legal fees, dump fees, back taxes, and the demolition it could add up to a substantial amount.

PAGE 6
CITY OF SUMMERVILLE
REGULAR COUNCIL MEETING
AUGUST 12, 2019

STREETScape-DISCUSSION: Mayor Harvey requested Public Works Director Terry Tinney to provide an update on the Streetscape Project. Terry explained the project is almost complete, except for parking lot striping, sod installation, and signal installation, which is scheduled for August 19 and once the installation is complete, DOT will perform a final inspection. Council Member Joe Money, Jr. commended Terry on the fantastic job with the project. Council Member David Ford agreed the area looks good.

REORGANIZATION OF UTILITY/PUBLIC WORKS DEPARTMENT: Mayor Harvey stated consideration is needed for the reorganization of the Utilities/Public Works Department. Mayor Harvey explained as these departments have grown and become more complex, the need to define the departments into two divisions has become necessary, the divisions would be water distribution lines, sewer collection lines, and the gas system as one department, and the street department as the other department. Mayor Harvey asked for comments, questions, or concerns from City Manager Janice Galloway and Council. Janice explained Terry has a tremendous load with having the largest gas system in the area, numerous water leaks, and the future work that will be needed on the sewer lines. Janice stated Terry does a great job, but she feels he is overloaded. Terry said he feels his department runs efficiently, under budget, everyone works well together, and there is no turmoil. Council Member Zachary Martin asked if there had been any complaints. Terry stated, "No." Mayor Harvey stated his recommendation would be to divide the departments to run more efficient and effective, but if it is the Council's wish to not separate, no vote will need to take place. No action was taken, the Street, Water, Gas, and Sewer Distribution departments will remain under the supervision of Public Works/Utilities Director.

EXECUTIVE SESSION-OPEN: Mayor Harvey stated an Executive Session is needed to discuss land acquisition, disposal of property, and personnel. Council Member David Ford made a motion to close the regular meeting and enter into Executive Session. Council Member Earl H. Parris seconded the motion. The regular meeting was closed at 6:05 p.m.

EXECUTIVE SESSION-CLOSED: Mayor Harvey stated the Executive Session is now closed, and no action was taken. The Executive Session was closed at 6:35 p.m.

REGULAR MEETING- RE-OPENED: Mayor Harvey stated a motion is needed to re-open the regular meeting to conclude business. Council Member David Ford made a motion to re-open the regular council meeting. Council Member Joe Money, Jr seconded the motion, which carried unanimously.

ALLEN-SMITH CONSULTING-REDEVELOPMENT FUND GRANT: Mayor Harvey stated consideration is needed to approve Allen-Smith Consulting as Grant Writers and Administrators for the Redevelopment Fund Grant for the Montgomery Knitting Mill property, contingent upon a legal contract to purchase the property. Council Member Earl H. Parris made a motion to approve Allen-Smith Consulting as Grant Writers and Administrators for the Redevelopment Fund Grant for the Montgomery Knitting Mill property, contingent upon a legal contract to purchase the property. Council Member David Ford seconded the motion. The motion passed 4 to 1, with Mayor Pro Tem Lloyd "Buddy" Windle voting in opposition.

PAGE 7
CITY OF SUMMERVILLE
REGULAR COUNCIL MEETING
AUGUST 12, 2019

CARTER WATKINS ASSOCIATES ARCHITECTS, INC-REDEVELOPMENT FUND GRANT: Mayor Harvey stated the next item of business is to consider approving Carter Watkins Associates Architects, Inc., for architectural services for Historical properties, for the design of the Montgomery Knitting Mill property for the Redevelopment Fund Grant for \$3,500. Mayor Harvey stated this would be contingent upon a legal contract to purchase the property. Council Member Earl H. Parris made a motion to approve Carter Watkins Associates Architects, Inc. for architectural services for the Montgomery Knitting Mill property for \$3,500, contingent upon a legal contract to purchase the property. Council Member David Ford seconded the motion. The motion passed 4 to 1, with Mayor Pro Tem Lloyd "Buddy" Windle voting in opposition.

PUBLIC COMMENTS: Jason Espy with *The Summerville News* asked for clarification concerning the legal contract for the purchase of the Montgomery Knitting Mill property. Mayor Harvey explained a legal contract is needed to purchase the property before applying for the grant, and if the grant is not approved, the city will not purchase the property. Jason asked if there was a price for the property. City Manager Janice Galloway stated, "\$150,000".

Jason asked about the vicious dog item listed on the agenda. Mayor Harvey stated the Ordinance provides information on vicious dogs. Mayor Harvey recommended council review the Ordinance to see if there are any changes they would like to make to the Ordinance. Council Joe Money, Jr. stated he would like to look at invisible fencing sometime in the future.

Jason asked about the previous bridge design. Mayor Harvey stated the previous bridge design was more expensive. Janice explained additional quotes were received, and Pioneer was the cheapest. Terry stated the first time the Request for Proposals went out for the bridge design, and the city received no response.

Jason asked if the new court ware program will add \$15.00 to every ticket. Chief Stan Mosley stated, "Yes." City Attorney Albert Palmour interjected, stating it is charged on the total disposition, not every ticket, and there are some provisions for exemptions. Jason asked if this would require an Ordinance change. City Attorney Albert Palmour stated, "It does."

ADJOURN: With no further business to discuss, Council Member Joe Money, Jr. made a motion to adjourn. The motion was seconded by Zachary Martin and carried unanimously. The meeting was adjourned at 6:43 p.m.

HARRY HARVEY – MAYOR

Attest:

ANGIE WHITE – CITY CLERK