



CITY OF SUMMERVILLE REGULAR COUNCIL MEETING NOVEMBER 11, 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.

PLEDGE OF ALLEGIANCE: Council Member Earl H. Parris led the pledge of allegiance.

AGENDA: Mayor Harvey asked if any changes are needed to the meeting agenda. With no changes requested, Council Member Earl H. Parris made a motion to approve the meeting agenda as presented. The motion was seconded by Council Member Joe Money, Jr., and carried unanimously.

INVOCATION: Mayor Harry Harvey gave the invocation.

WELCOME: Mayor Harvey welcomed everyone to the regular council meeting. Mayor Harvey requested visitors sign in listing their name, address, and reason for attending. Mayor Harvey asked visitors to limit their comments to three to five minutes.

ANNOUNCEMENTS: Mayor Harvey invited everyone to attend the upcoming events, including the Annual Christmas Parade and Christmas in the park. Mayor Harvey stated the Santa Train Rides would begin in the near future, and he reminded visitors that regular council meetings are held the second Monday of each month, and encouraged everyone to attend. Mayor Harvey congratulated the candidates from the recent Municipal Election and stated he looked forward to working with them.

DEPARTMENTAL REPORTS

MAIN STREET: Mayor Harvey asked Main Street Director Susan Locklear to review her monthly report for the Council. Susan highlighted the events, meetings, and training she attended during the month. Susan announced she would host a live broadcast in front of the Courthouse from 5 p.m. to 7 p.m. before the Christmas Parade on Monday, December 2, 2019. A copy of the Main Street report is attached and becomes part of these minutes.

CODE ENFORCEMENT: Code Enforcement officer Joey Norton reported 10 permits were sold during the month generating \$843 in permit fees, and he has started twenty property maintenance cases and continues to work on existing cases.

WATER TREATMENT PLANT: Mayor Harvey requested Jason Greene to provide his monthly report to the council. Jason reviewed the work completed at Raccoon Creek, Lowe Springs, and Harlow Hill water tanks during the month. Jason reported 9.81 inches of rainfall was recorded at the plant during the month. A copy of Jason's report becomes part of these minutes.

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DEPARTMENTAL REPORTS

WASTEWATER TREATMENT PLANT: Mayor Harvey asked Chris Tuggle to provide the monthly report for the Wastewater Treatment Plant. Chris reviewed his monthly report, including repair work, the amount of waste processed, the amount of water treated, and compliance inspections performed. Chris stated 9.61 inches of rainfall was recorded at the plant for the month. A copy of Chris' report is attached and becomes part of these minutes.

PUBLIC WORKS: Mayor Harvey asked Terry Tinney to provide the Public Works report submitted to Mayor and Council. Terry reviewed all work done by the Street, Water, and Gas Department for the month. Terry reported the smoke testing on the sewer system is complete, and over 200 infiltration points were found. Terry's report is part of these minutes.

RECREATION DEPARTMENT: Mayor Harvey requested Bo Chamlee provide the monthly report for the recreation department. Bo reported the standings of the North Georgia Youth Football League Playoffs and the outcome of the games played. Bo stated basketball and Christmas Parade registration is underway. A copy of Bo's report is attached and becomes part of these minutes.

POLICE DEPARTMENT: Mayor Harvey asked Chief Stan Mosley to provide the monthly police department report for Mayor and Council. Stan reviewed each category of calls reported for his department for the month of October. Chief Mosley reported \$7,700 was collected in State Court fees, and \$6,105 was collected in City Court fees. A copy of Chief Mosley's report becomes part of these minutes.

FIRE DEPARTMENT: Mayor Harvey asked Fire Chief Robbie Lathem to review the report submitted. Robbie reviewed each category of the calls his department responded to in the month. Robbie explained October was fire prevention month, and his department provided a safety class for Saratoga Apartments and visited pre-k, kindergarten, and first-grade classes in the county to talk about fire safety. Robbie's report becomes part of the minutes.

CITY MANAGER: Mayor Harvey requested City Manager Janice Galloway to provide the monthly financial report. Janice reported the operating account had a balance of \$2,103,998.08 at the end of October. Janice announced the city had been awarded the 2019 CDBG for \$750,000. Janice explained the project would go out for bid next year, and the funds would be used for sewer improvements in the Highland Ave area. Janice's report is attached and becomes part of these minutes.

Council Member Earl H. Parris asked if the radio read meters are working better. Terry stated, "still having the same issues."

Council Member Joe Money, Jr. asked Bo Chamlee for an update on the tennis courts. Bo explained the tar has to be removed from the courts before anything else can take place. Bo stated it also depends on the weather once the tar is removed, Bo stated he would like to have them ready for the high school tennis season, but he is not sure if that is possible.

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NEW BUSINESS

MINUTES: Mayor Harvey stated approval is needed for the minutes of October 14, 2019, and October 28, 2019 meetings. Council Member Joe Money, Jr. made a motion to approve the minutes from both meetings. The motion was seconded by Zachary Martin and carried unanimously.

CHRYSAN THOMAS: Mayor Harvey asked Chrysan Thomas to discuss the recent audit. Chrysan stated the audit is completed earlier than in the past and went a lot smoother. Chrysan explained the City Manager is monitoring and reviewing the budget and reports monthly, and the new clerk has assisted the finance director in reconciling reports, and the files were complete and in order due to the reallocation of job duties in accounts payable and payroll. Chrysan stated \$726,000 was added to the city's fund balance, and a \$2,373,866 transfer was made from the water and gas fund to the general fund. Chrysan explained previous audit findings were removed for the 2019 audit, due to having compensated controls in place. Chrysan reported unapplied credits, and small balances are still an ongoing issue, but new accounts are being monitored and kept current. Chrysan stated the recently changed incentive program with MGAG needs to be monitored closely, and the staff has procedures in place to do so. Chrysan stated everything looked good, and the staff was great to work with. Chrysan stated the finance director had a copy of the budget if anyone would like a copy.

ANNUAL CHRISTMAS BONUS: Mayor Harvey stated the next item of business is the approval of the employee's annual Christmas bonus. Mayor Harvey asked City Manager Janice Galloway to provide more information on this item. Janice stated the city has ten part-time employees that would receive \$100, and 79 full-time employees that would receive \$300. Janice noted the total amount to be given to employees would be \$26,589.55, including taxes. Council Member Earl H. Parris made a motion to approve Christmas bonuses in the amount of \$100 for part-time employees and \$300 full-time employees. Council Member David Ford seconded the motion, which carried unanimously.

WASTEWATER TREATMENT PLANT-R&W CONTRACTORS: Mayor Harvey stated the next item of business is to consider approving R&W contractors to replace rings and impeller on the pump at the wastewater treatment plant to be paid from SPLOST. Mayor Harvey requested Chris Tuggle to provide more information on this item. Chris explained the replacement of rings and impeller is necessary after five years due to wear and tear. Mayor Harvey stated the cost to replace these items is \$30,145.82. Council Member David Ford made a motion to approve R&W Contractors to replace rings and impeller on the pump at the wastewater treatment plant for \$30,145.85. The motion was seconded by Council Member Joe Money, Jr., and carried unanimously.

SIGN PERMIT-DIRT DESIGN AND DÉCOR: Mayor Harvey requested Code Enforcement Joey Norton to provide more information on this item. Joey explained the sign is within the city's guidelines for signs. Council Member Earl H. Parris made a motion to approve the sign permit for Dirt Design and Décor located at 10034 Commerce St. Council Member Joe Money, Jr. seconded the motion, which carried unanimously.

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PUBLIC COMMENTS: No comments or concerns were addressed by visitors.

Mayor Harvey explained a planning session would be held on Monday, November 18, 2019, at 5:00 p.m.

ADJOURN: With all business concluded, Mayor Pro Tem Lloyd "Buddy" Windle made a motion to adjourn. Council Member Joe Money, Jr. seconded the motion, which carried unanimously. The meeting adjourned at 5:38 p.m.

HARRY HARVEY – MAYOR

ANGIE WHITE – CITY CLERK

Attest: