

MINUTES

FORSYTH CITY COUNCIL SPECIAL CALLED MEETING

DECEMBER 28, 2010

CALL TO ORDER

Mayor Howard called the meeting to order at 10:00 am.

ROLL CALL

Present for the meeting was Mayor Tye Howard, Councilmembers Mike Dodd, Jo Anna Banks, James Calloway, Desi Hansford, and Melvin Lawrence. Also present was City Clerk, Janice Hall; Police Chief, Keith Corley; Fire Chief, Walter Carter; Assistant Fire Chief, Brandon Walker; and Utility Partners Project Manager, Pat Wright.

Councilmember Eric Wilson was unable to attend the meeting; therefore, all unanimous votes will be five (5) votes (Dodd, Banks, Calloway, Hansford, and Lawrence).

APPROVAL TO ADVERTISE FOR CITY ADMINISTRATOR

Mayor Howard stated that there will use the same ad that was used last year. Mr. Calloway asked if we could advertise the position to be open until filled and Mrs. Hall stated that there is a requirement to publish the top three candidates for the position. Mr. Dodd stated that the city administrator job description and the mayor duties listed in the Charter need to be reviewed for conflicts between the two. Mr. Calloway offered a motion to advertise the city administrator position for 30 days. Seconded by Mr. Dodd, the motion carried unanimously.

Mrs. Banks offered a motion to send a Technical Assistance letter to the MGRC for them to review the duties of the Mayor and City Administrator to make sure clear and defined. Seconded by Mr. Hansford, the motion carried unanimously.

APPROVAL TO ADVERTISE FOR FIRE CHIEF

Mr. Calloway offered a motion to advertise the fire chief position for 30 days. Seconded by Mr. Dodd, the motion carried unanimously.

DEPARTMENT REVIEW BY DEPARTMENT HEADS

Mrs. Hall stated that Mayor Howard met with all department heads last Wednesday and requested that each department head make a report for their department during the budget meeting today. Mrs. Hall stated that Mr. Johnny Hodges and Mr.

Alvin Randall are both on vacation and unable to attend the meeting; however, both have submitted written reports for their departments and copies of those reports have been provided to council. Each of the department heads in attendance gave a brief report to council. Mr. Calloway stated that it was good when the department heads would attend council meetings and make a report for their department.

REVIEW/DISCUSSION OF METER GRANT

Council briefly discussed the meter grant that Mr. Garry Garretson is working on for the city and decided that there are too many questions that they have that need to be discussed. Council requested that Mrs. Hall asked Mr. Garretson attend the work session prior to the January 4, 2011 council meeting.

(Council took a 20 minute recess)

PUBLIC HEARING FOR PROPOSED 2011 BUDGET

Mayor Howard opened the public hearing for comments for or against the proposed 2011 budget. Mayor Howard stated that he would like to further review the budget figures for clarity. Mayor Howard asked about the HUD Grant money that is in the budget. Council reviewed that this money was originally in the Competitive Trust Fund and pulled out to upgrade the infrastructure at Tift/DOC. Mr. Calloway offered a motion to transfer the \$343,000 received on the HUD Grant to the Competitive Trust Fund and to transfer the \$650,000 that has not been received yet to the Competitive Trust Fund when received. Seconded by Mr. Dodd, the motion carried unanimously. Mayor Howard stated that council will need to meet at least every other month to review the budget in 2011. Hearing no further comments for or against the proposed 2011 budget, Mayor Howard closed the public hearing.

ADOPTION OF 2011 BUDGET

Mr. Dodd offered a motion to adopt the 2011 budget as amended. Seconded by Mrs. Banks, the motion carried unanimously.

ADDITIONAL BUSINESS

Mrs. Banks offered a motion to appoint Mrs. Hall as the Acting City Administrator. Seconded by Mr. Calloway, the motion carried unanimously.

Mr. Calloway offered a motion to give city employees a 2.7% cost of living raise. Seconded by Mrs. Banks, the motion carried unanimously.

Mr. Calloway offered a motion to increase the mayor salary from \$8,820 to \$12,500 and the council salary from \$6,300 to \$10,046. Seconded by Mrs. Banks, the motion carried unanimously

Mayor Howard stated that he is looking forward to next year and stated that communication is key. Mr. Dodd stated that council must get involved and work hard next year.

There being no further business to discuss, the meeting was adjourned at 11:55 AM.

Submitted by:

Janice L. Hall, City Clerk