

MINUTES

FORSYTH CITY COUNCIL MEETING

MAY 17, 2011

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND INVOCATION

Mayor Howard called the meeting to order at 7:00 pm. Mr. Lawrence gave the invocation.

ROLL CALL

Present for the meeting was Mayor Tye Howard, Councilmembers Mike Dodd, Jo Anna Banks, James Calloway, Desi Hansford (arrived late), Eric Wilson, and Melvin Lawrence. Also present was City Attorney, Bobby Melton, and City Clerk, Janice Hall.

APPROVAL OF MINUTES OF THE MAY 3, 2011 COUNCIL MEETING

Mr. Wilson offered a motion to approve the minutes of the April 19, 2011 council meeting as written. Seconded by Mrs. Banks, the motion carried unanimously.

WILLIAM CALLOWAY – ALDERMEN HALL RENTAL POLICY

Mr. William Calloway, Solomon Road resident, came before council to discuss his feelings about the city council no longer renting out Aldermen Hall for parties. Mr. Calloway stated that everyone needs to be looked at when doing something like this not just the people at the top. Mr. Calloway stated that hardwood floors should not have been put in the building especially since wanting to have as a public meeting room. Mr. Calloway stated that places like Aldermen Hall and the Clubhouse are needed for a safe place to have parties for children. Mr. Calloway stated that the citizens should be able to rent Aldermen Hall as they are the ones spending money not the businesses and council needs to look out for the children.

BRANT LANE – UPDATE ON WATER/SEWER PROJECTS

Mr. Brant Lane, HHNT engineers, came before council to provide an update on the following projects:

Tradewinds Sewer Line – paperwork submitted to DOT 3 to 4 weeks ago but the permit has not yet been issued but received verbal confirmation today that the plans will be approved; the change orders for the bore under I75 and the additional Hardee's line have been submitted to the city for approval.

Timberlake Water Line – water main and vaults are in and all have been tested; waiting on final pay request from the contractor; Mr. Dodd asked if Timberlake had been invoiced for their portion of the project and Mrs. Hall stated that they have not.

Landfill Methane Extraction – received approval from EPD on plans and preparing the specs to go out this week to contractors for bids.

Russellville Water Filters – notified today that approval letter has been mailed from EPD.

Railroad Avenue Road/Sidewalk Upgrade – the topo map was received today; conceptual design should be ready this week and will then bring design to city for approval.

NE Plant Air Pipe – the cost estimate for this project has been submitted to Pat Wright.

DDA Parking Lot Project at Public Safety Complex – survey and design are complete on storm water issue; cost estimate from Sam Hall & Son is reasonable for the project; needs to go to DDA for update and approval; Mrs. Hall stated that the change order is for storm water so is not included in the SPLOST project given to the DDA. Mrs. Hall asked that council consider the change order for approval. The change order for the storm water drainage is \$32,230. Mr. Lane reviewed the issues with the storm water runoff and stated that all storm water from Kimball Street runs into the parking lot. Mr. Calloway offered a motion to approve the change order for the storm water drainage on Kimball Street. Seconded by Mr. Dodd, the motion carried unanimously.

Mr. Calloway thanked Mr. Lane for attending tonight's meeting and keeping council informed on all projects.

APPROVAL OF RESOLUTION ACCEPTING AMENDMENTS TO THE GMA 457(B) DEFERRED COMPENSATION PLAN

Mrs. Hall stated that the resolution for the amendments to the GMA 457(b) Deferred Compensation Plan are requirements from the IRS. Mrs. Hall stated that the 457 (b) is the retirement that employees can contribute into and is completely separate from the retirement that the City contributes into for all employees. Mrs. Banks offered a motion to approve the Resolution amending the 457(b) Deferred Compensation Plan. Seconded by Mr. Lawrence, the motion carried unanimously.

APPROVAL TO ADVERTISE AMENDMENT TO UTILITIES ORDINANCE 23-120(c)(3) AND CHANGE THIS SECTION TO A DEPARTMENTAL POLICY

Mrs. Hall reviewed the changes being requested to Chapter 23 of the Utilities Ordinance. Mrs. Hall stated that the ordinance does not currently specify how many arrangements a person can make, if arrangements can be made on arrangements, and what happens if arrangements are not kept. Mrs. Hall stated that the Public Affairs Committee had requested that this ordinance be reviewed for possible changes. Mrs. Hall stated that Mrs. Alleta Mays called other cities and entities to get their policy on arrangements and that information is included in council packets. Mrs. Hall stated that customer notification will be required. Mrs. Banks offered a motion to advertise the amendments to the ordinance regarding arrangements. Seconded by Mr. Lawrence the motion to advertise carried unanimously.

APPROVAL OF AMENDMENT TO PERSONNEL POLICY 303 HOLIDAYS TO ADD CHRISTMAS EVE AS A HOLIDAY

Mrs. Banks stated that the administrative committee reviewed this amendment at their meeting. Mrs. Banks stated that most other cities and businesses give their employees 2 days off at Christmas and the city usually votes each year to give an additional day off at Christmas. Mrs. Banks offered a motion to amend the personnel policy to include Christmas Eve as a holiday. Mr. Wilson seconded the motion. Mr. Wilson asked Mrs. Hall what happens when a holiday falls on the weekend. Mrs. Hall stated that holidays on Saturday are observed on Friday and holidays on Sunday are observed on Monday according to the personnel policy. The motion carried unanimously.

APPROVAL OF ACCOUNTS PAYABLE INVOICES

Mrs. Hall reviewed all vendor totals greater than \$500 and presented \$218,397 accounts payable invoices to approval. Mr. Dodd offered a motion to approve the accounts payable invoices. Seconded by Mr. Calloway, the motion carried unanimously.

COMMITTEE REPORTS

MR. DODD

Mr. Dodd offered the following report from the Public Works Committee:

- Several Change Orders have been received on the Streetscape Project. Mr. Dodd reviewed the Change Orders for approval. Mr. Dodd offered a motion to approve the additional striping. Seconded by Mrs. Banks, the motion carried unanimously. Mr. Dodd offered a motion to approve the caulking for \$235. Seconded by Mr. Wilson, the motion carried unanimously. Mr. Dodd offered a motion to approve an additional rail for \$580 on Main Street. Seconded by Mrs. Banks, the motion carried unanimously. Mr. Dodd offered a motion not to approve the cobble at Lee Street and Main Street for \$3,215 as there is no explanation with the Change Order as to what this is for. Mr. Wilson seconded the motion. Mayor Howard stated that this is probably to replace the planting areas on the corner that are continually run over by large trucks not making the turn. The motion carried unanimously not to approve this portion of the change order. Mr. Dodd offered a motion to table the P&OH for \$888 as no one has been made aware of what this is for or what P&OH stands for. Mrs. Banks seconded the motion. Mr. Calloway stated that if this is something that is required, we need to allow Mr. Dodd and Mrs. Hall to approve. Mr. Wilson offered a motion to remove the matter from the table and place it back on the table. Seconded by Mrs. Banks, the motion carried unanimously. Mr. Calloway offered a motion to allow Mr. Dodd and Mrs. Hall to get an explanation from JHC as to what this is for and if required to approve the expenditure for this portion of the change order. Seconded by Mrs. Banks, the motion carried unanimously. Mr. Wilson asked what the additional 15 days on the Change Order is for. Mrs. Hall reviewed the process for the substantial completion date and how that works. Mrs. Hall stated that the additional 15 days on the Change Order covers all items listed on the Change Order and that amount should change with a portion of the Change Order not being approved.
- A committee meeting will be called for next Tuesday afternoon.

MRS. BANKS

Mrs. Banks offered the following report from the Public Affairs Committee:

- Committee is working with MGRC on a certified city map and the MGRC has gone as far as they can with the information that is available; they will return all the information that they have to Mrs. Hall and she is to get that information to Mr. Melton for his review for issues that he may see before we move forward with certifying a map.
- Committee reviewed the HVAC bids and has no bid that project and the Pest Control bids have been tabled until Mrs. Hall prepares a spreadsheet for the committee to review at the next committee meeting.
- Mrs. Loraine Khoury will attend a TE Workshop tomorrow in Macon to represent Forsyth even though her first day at work is not until May 31st.

MR. CALLOWAY

Mr. Calloway offered the following report from the Public Utilities Committee:

- There were no reported power outages this week; the new electric line to the Medical Mall is being installed; electric department will install the cameras at Boxankle Plant once they are received.

MR. HANSFORD

Mr. Hansford offered the following report from the Administrative and Telecommunications Committees:

- Telecommunications committee met last week and the process has begun for the RFP to be written on the cable system sell through a consultant.
- Telecommunications committee reviewed an ad insertion agreement during their meeting also; city would receive 40% of net profits from TechTV Media Inc. plus 10% of advertising spots for self promotion; Mr. Melton recommended that the city name be changed to City of Forsyth dba Forsyth Cable and that language should be added stating that this is governed in the State of Georgia; Mr. Wilson asked what is known about this company and Mr. Hansford stated that our consultant Paul Williams checked the references and received good references on them. Mayor Howard stated that this company serves several other companies in Georgia and our agreement will put them at over 30,000 subscribers; Mr. Wilson asked what happens if the cable system is sold and Mr. Melton stated that Section

2.3 of the agreement governs that and Mr. Hansford stated that Mr. Williams stated that having this agreement in place would be good for our RFP. Mr. Hansford offered a motion to approve the agreement with the recommended changes. Mr. Calloway seconded the motion. Mr. Dodd asked that Section 2.1 be reviewed and after review it was agreed to leave the wording as it is in that section. The motion carried unanimously.

MR. WILSON

Mr. Wilson offered the following report from the Public Safety Committee:

- The committee will meet June 7th at 3:30 pm.

MR. LAWRENCE

Mr. Lawrence offered the following report from the Parks/Recreation/Cemetery Committee:

- Committee continues to review the Kynette Park rehab.
- The Tree Board is marking trees around town with yellow ribbons that are to be removed.

CITY CLERK REPORT

Mrs. Hall reviewed the annual subscription with Electric Cities of Georgia and the addition of the pole attachment service. Mrs. Hall stated that a representative from ECG met with the Public Utilities Committee and reviewed the subscription. Mr. Calloway offered a motion to approve the addition of the pole attachment service to the ECG subscription. Seconded by Mr. Dodd, the motion carried unanimously.

Mrs. Hall stated that Mr. Lane reviewed the Tradewinds project and the Change Order for that project is \$183,590 which needs council approval to move forward. Mr. Calloway offered a motion to approve the change order. Seconded by Mrs. Banks, the motion carried unanimously.

CITY ATTORNEY REPORT

Mr. Melton had nothing further to report.

ADDITIONAL BUSINESS

Mrs. Banks stated that the house on Highway 83 has been demolished.

Mr. Hansford offered a motion to go into executive session for personnel matters. Seconded by Mr. Wilson, the motion carried unanimously and council adjourned into executive session.

Mayor Howard called the meeting back in to open session and there being no further business to discuss, the meeting was adjourned at 9:05 pm.

Submitted by:

Janice L. Hall, City Clerk