

MINUTES

FORSYTH CITY COUNCIL MEETING

JANUARY 17, 2012

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND INVOCATION

Mayor Howard called the meeting to order at 7:00 pm and led the Pledge of Allegiance. Mayor Howard gave the invocation.

ROLL CALL

Present for the meeting was Mayor John Howard, Council members Mike Dodd, Jo Anna Banks, James Calloway, Desi Hansford, Eric Wilson, and Melvin Lawrence; City Attorney, Bobby Melton; City Administrator, Thomas White; and City Clerk, Janice Hall were also present for the meeting.

APPROVAL OF MINUTES OF THE JANUARY 3, 2012 COUNCIL MEETING

Mrs. Banks offered a motion to approve the minutes of the January 3, 2012 council meeting. Seconded by Mr. Hansford, the motion carried unanimously.

PUBLIC HEARING ON PROPOSED 2012 BUDGET

Mayor Howard opened the public hearing for comments for or against the approval of the proposed 2012 budget. Mr. Melton stated that this is the 2nd public hearing on the proposed 2012 budget; this first came before council on December 20, 2011; was properly advertised in the December 28, 2011, January 4 and 11, 2012 issues of the Reporter; the first public hearing was held on January 3, 2012; and is before council for the final public hearing tonight. Hearing no further comments for or against the proposed 2012 budget, Mayor Howard closed the public hearing.

APPROVAL OF 2012 BUDGET

Mrs. Banks offered a motion to table approval of the 2012 budget until a called meeting on January 25. Seconded by Mr. Calloway, the motion carried unanimously.

2012 APPOINTMENT OF DEPARTMENT HEADS AND PROFESSIONALS

Mr. Dodd offered a motion to reappoint all department heads and professionals as listed until further notice. Mr. Lawrence seconded the motion. Mr. Dodd stated that council will no longer be reappointing department heads at the first meeting in January each year and that the department heads are appointed and serve at the will until released by city council. Mrs. Banks stated that department heads serve until no longer fulfilling job duties. Mayor Howard stated that employees are "At Will" employees and as long as they are not spending time being written up by the City Administrator there should not be a problem with their employment. Mr. Lawrence stated that this does not apply to the professional services on the list as those still need to be bid

out occasionally and all agreed. Mr. Hansford stated that the goal of this change is to relieve the anticipation of the department heads each year in January for the reappointments. The motion carried unanimously.

2012 BOARD APPOINTMENTS

Mrs. Banks stated that the public affairs committee has reviewed the term expirations for all boards and found that some have term expirations throughout the year and that some terms expired in 2011. Mrs. Banks offered a motion to make the following reappointments and to extend all other appointments to December of their term:

Historic Preservation Commission – 3 Year Terms

- Eva Persons – term to expire 12/2014
- Maisie Nichols – term to expire 12/2013
- David Sewell – term to expire 12/2013

Downtown Development Authority – 6 Year Terms

- Ralph Ogletree – term to expire 12/2017
- Paul Jossey – term to expire 12/2016
- Ken Bowman – term to expire 12/2017

Seconded by Mr. Wilson, the motion carried unanimously. Mrs. Banks stated that the mayor has previously filled the appointment to the Monroe County Board of Health and offered a motion to appoint Mayor John Howard to the board. Seconded by Mr. Calloway, the motion carried unanimously.

APPROVAL TO ADVERTISE AMENDMENT TO CHAPTER 21 OF THE CITY ORDINANCE TO INCLUDE DRIVEWAY REQUIREMENTS

Mr. Dodd offered a motion to advertise the amendment and Mr. Hansford seconded the motion. Mr. Dodd stated that this amendment is to clarify issues with driveways. Mr. Dodd stated that the City currently does not have a written policy. Mr. Dodd stated that this policy is consistent with the policy that the County uses. Mr. Dodd stated that under this ordinance the customer would have to purchase a permit and pay a contractor to install the driveway and culvert pipe to City specifications. Mr. Melton asked if there was a preference as to the adoption date and Mr. Dodd stated that it should be upon adoption. Mr. Melton asked if fees would be involved and Mr. Dodd stated that there would be a fee and that it could change as with all other fees. The motion to advertise carried unanimously.

APPROVAL OF ACCOUNTS PAYABLE INVOICES

Mrs. Hall stated that the general operating invoices and special fund invoices total \$134,370.83 for approval tonight. Mr. Wilson offered a motion to approve the accounts payable invoices. Seconded by Mr. Lawrence, the motion carried unanimously.

COMMITTEE REPORTS

MR. LAWRENCE

Mr. Lawrence offered the following report from the parks/recreation/cemetery committee:

- Kynette Park work is progressing well and should be complete in the Spring
- Encouraged elected officials to attend the class that they signed up for at Mayors Day.
- Reported that the Downtown Parking lot is open and ready for use and encouraged business owners to utilize the parking lot
- Encouraged everyone to vote “Yes” in the upcoming SPLOST

MR. WILSON

Mr. Wilson offered the following report from the public safety committee:

- Next regularly scheduled meeting is February 7th at 3:30 pm

MR. HANSFORD

Mr. Hansford offered the following report from the administrative and telecommunications committees:

- The telecommunications committee will meet next Thursday at 11:00 am

MR. CALLOWAY

Mr. Calloway offered the following report from the public utilities committee:

- Need to call a meeting for next week and will get with the committee members for a date/time that is good for all

MRS. BANKS

Mrs. Banks offered the following report from the public affairs committee:

- Committee continues to work on annexation of the unincorporated islands project. The unincorporated islands are properties not annexed into the city and surrounded by property that is inside the city limits before 1981. Mrs. Banks stated that there are some properties that are inside the original one-mile radius that are not listed as being inside the city limits. Mrs. Banks stated that the City Attorney is working on a notification letter to all property owners affected and if all information is ready, it will be presented at the next meeting.
- Committee opened the bids received on the termite bond treatment for all city buildings and will review the information at the next committee meeting
- Dilapidated houses/properties surrounding Kynette Park area are being looked at and Mr. Walter Carter is getting inspections from the building department for presentation to the committee

- Would like to see the City work with the courts to include verbiage in their juror notices giving information on the downtown parking lot and encourage them to park there
- Mrs. Loraine Khoury will be working with Mr. White and Mayor Howard for ideas for Georgia Cities Week

MR. DODD

Mr. Dodd offered the following report from the public works committee:

- LMIG award from G-DOT for 2012 is to repave Patrol Road from Lee Street to Tift College Drive
- Streetscape Phase III – getting local survey companies to submit bids for the survey work on the project; the first part of the project will include from Lee Street to Harris Street
- Purchasing packing equipment and then should be able to begin patching streets
- Committee working on list of streets for Commissioner Evans for County SPLOST funds to repave city streets
- Mr. Calloway asked for an update on the Railroad Avenue project; Mayor Howard stated that Norfolk Southern is currently the holdup; Mr. Dodd stated that Norfolk Southern engineers have finally responded to our engineer; Mr. Melton stated that Advanced Auto has accepted the deed proposed but has not signed it yet; Mr. Dodd stated that we should hold up on finalizing anything with Advanced Auto until we find out exactly what Norfolk Southern is going to require; Mr. Melton stated that all other deeds have been signed except DOC; Mr. Dodd reviewed that Railroad Avenue project extends from Lee Street to Tift College Drive and will include regarding the roadway, adding curb and gutter, adding sidewalk on the opposite side of the roadway from the railroad, and will widen the roadway so that cars can meet and safely pass one another.

CITY ADMINISTRATOR REPORT

Mr. White offered the following report:

- Reviewed the Public Safety 2011 Accomplishments report that is in today's issue of the Reporter
- Highway 83/Tradewinds Sewer Project is still on hold; contractor has permission from DOT to complete the project and remove their bit that is stuck in rock under the interstate but due to the additional cost that the contractor expects to pass on to the city, different avenues are being reviewed
- Brentwood Apartment project is scheduled to begin this summer

CITY CLERK REPORT

Mrs. Hall offered the following report:

- As Chair of the Community Relations Committee for the Forsythia Committee, Mrs. Hall requested permission to close Jackson Street by noon on Friday, March 9th and then all other streets as usual for the Forsythia after 5:00 pm on Friday until Sunday night when all vendors have left and the streets are cleaned. Mr. Wilson offered a motion to close the streets as necessary for the Forsythia Festival for March 9 – 11. Seconded by Mr. Dodd, the motion carried unanimously. Council asked that only the portion of Jackson Street that is absolutely needed for the Friday concert be closed and Mrs. Hall stated they would do their best to keep ½ of the block open.
- Reminded everyone of GMA Mayor's Day Conference January 20 – 23 in Atlanta

CITY ATTORNEY REPORT

Mr. Melton had nothing further to report.

MAYOR'S REPORT

Mayor Howard offered the following report:

- Brentwood Apartment Project will provide much needed housing and will include 79 apartment units when complete
- Cable system is an ongoing issue and need to resolve what to do with the system; Mayor has discussed with Chairman Hansford and 30 days from Monday will know where the City is headed with the cable system; Mayor wants to discuss the cable system with anyone that has an opinion of the cable – want and need all opinions; Mayor wants an answer as to what to do and need to make sure in the process that all needs are met

ADDITIONAL BUSINESS

Mrs. Renita Pitman came before council to discuss the damage to her son's car. Mrs. Pitman stated that her son turned in a claim last year and the insurance company denied the claim. Mrs. Pitman stated that her son came to council and asked that the claim be resubmitted and it was denied again. Mrs. Pitman asked why the claim keeps being denied. Mr. Calloway stated that Mr. Randall was to talk with the insurance company. Mrs. Hall stated that the insurance company talked with Mr. Randall and the claim was denied due to public works department not being aware of the pothole. Mrs. Pitman stated that the cost to replace the tire and rim is \$630 and that is due to the type of rim and wheel on the car. Mrs. Hall asked if Mr. Pitman could come to city hall and meet with Mr. Dodd and Mrs. Pitman stated that he could.

Mr. Hansford offered a motion to go into executive session for personnel matters. Seconded by Mr. Calloway, the motion carried and council adjourned into executive session at 8:05 pm.

Mayor Howard called the meeting back in to open session at 9:00 pm and there being no further business to discuss, the meeting was adjourned.

Submitted by:

Janice L. Hall, City Clerk

BOARD REAPPOINTMENTS LIST

HISTORIC PRESERVATION COMMISSION – 3 YEAR TERMS

Eva Persons	–	term to expire 12/2014
Maisie Nichols	–	term to expire 12/2013
David Sewell	–	term to expire 12/2013
Ralph Bass	–	term to expire 12/2012
Hal Clarke	–	term to expire 12/2013

DESIGN & REVIEW BOARD – 3 YEAR TERMS

Ronnie Daniel	–	term to expire 12/2012
Jimmy Webb	–	term to expire 12/2012
Phillip English	–	term to expire 12/2012
Ralph Ogletree	–	term to expire 12/2012
Hal Clarke	–	term to expire 12/2014

PLANNING & ZONING COMMISSION – 5 YEAR TERMS

Martin Presley	–	term to expire 12/2013
Ralph Ogletree	–	term to expire 12/2014
Curt Reynolds	–	term to expire 12/2014
Laurie Kuckuck	–	term to expire 12/2016
Glen Bennett	–	term to expire 12/2016

DOWNTOWN DEVELOPMENT AUTHORITY – 6 YEAR TERMS

Ralph Ogletree	–	term to expire 12/2017
Mike Dodd	–	term to expire 12/2012
Bonnie Barker	–	term to expire 12/2013
Lena Jones	–	term to expire 12/2013
Hugh Mercer	–	term to expire 12/2016 (resigned)
Paul Jossey	–	term to expire 12/2016
Ken Bowman	–	term to expire 12/2017

2012 APPOINTMENT OF DEPARTMENT HEADS AND PROFESSIONALS

DEPARTMENT HEADS

1. Thomas White ----- City Administrator
2. Janice Hall ----- City Clerk
3. Alvin Randall ----- Electric Department Head
4. Keith Corley ----- Police Chief
5. David Herndon ----- Fire Chief
6. Steve Jones ----- Street Department Head
7. Loraine Khoury ----- Better Hometown Director
8. Steve Butler ----- Garage Supervisor
9. Steve Sikes ----- Meter Reading Department Head

PROFESSIONAL SERVICES

1. Kristi Lovelace ----- Chief Municipal Court Judge
2. Karen Pitman ----- Municipal Court Judge
3. Amy Boyer ----- Municipal Court Solicitor
4. Elmo Remick ----- Municipal Court Public Defender
5. Georgia Corrections Corp ----- Municipal Court Probation Office
6. Bobby Melton ----- City Attorney
7. Hodges, Harbin, Newberry, & Tribble --- City Water & Sewer Engineers
8. Elmo Richardson & Garry Garretson ---- Boxankle Plant Engineers and Withdrawal
Permit Engineers
9. GeoTechnical & Environmental Consultants ----- Landfill Engineers
10. Hewitt Utility Economic Service ----- City Utility Engineer
11. Buckley & Hopkins ----- City Financial Auditors
12. Charles Grinstead ----- City Financial Consultant
13. Karen Pitman ----- Election Superintendent