

MINUTES

FORSYTH CITY COUNCIL MEETING

JULY 23, 2013

CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND INVOCATION

Mayor Howard called the meeting to order at 6:00 pm and led the Pledge of Allegiance. Mr. Wilson gave the invocation.

ROLL CALL

Present for the meeting was Mayor John Howard, Councilmembers Mike Dodd, Jo Anna Banks, Eric Wilson, and Melvin Lawrence. Also present was City Attorney, Bobby Melton; City Administrator, Thomas White; and City Clerk, Janice Hall.

APPROVAL OF MINUTES OF THE JULY 2, 2013 COUNCIL MEETING

Mr. Wilson offered a motion to approve the minutes of the July 2, 2013 as written. Seconded by Mr. Lawrence, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

TOURISM UPDATE FROM CHAMBER OF COMMERCE

Mrs. Tiffany Andrews reviewed a handout covering what Tourism is and how the Chamber promotes each city within Monroe County. Mrs. Andrews reviewed hotel tax receipt trend. Mrs. Darlene McClendon reviewed new event for 2013, The Public Safety Day which will be held on September 7, 2013. Mrs. Andrews stated that the new signage will be revealed at the August 14th Eggs & Issues and encouraged everyone to attend.

OTIS INGRAM – COMMUNITY IMPROVEMENT

Mr. Otis Ingram reviewed eight of his properties that he has repaired and/or demolished on Jones, Sharp, Kynette, and MLK. Mr. Ingram stated that there is some interest in the vacant grocery store. Mrs. Banks thanked Mr. Ingram for doing the work on the properties.

PATRICK WRIGHT – UTILITY PARTNERS UPDATE

Mr. Patrick Wright, Utility Partners, reviewed the 12” water main break experienced last Saturday night. Mr. Wright reviewed that the break was repaired by 2:00 am and was caused by an old repair which was probably done in the 80’s failing. Mr. Wright thanked the fire and police departments, Steve Jones, Ken Davis, and the Utility Partners employees for their work during the break. Mr. Wright stated that he failed to notify EPD during the night while the work was being done on the line but did notify them Sunday morning and a boil water notice was

issued for those serviced by that line. Mr. Wright is working with Mr. White to develop a SOP so that this oversight does not happen again; the SOP is to include contact information and a checklist of procedures. Mr. Wright stated that clean water test results came in today and the boil water notice for the area was lifted. Mr. Wright stated that he does not want his mistake to reflect badly on the work that the employees did over the weekend.

PUBLIC HEARING TO AMEND SECTION 4-5 OF THE CITY CODE RELATING TO THE ISSUANCE BY CITY COUNCIL OF TEMPORARY PERMITS FOR THE SALE BY NONPROFIT CIVIC ORGANIZATIONS OF ALCOHOLIC BEVERAGES

Mayor Howard opened the public hearing for comments for or against the amendments to Section 4-5 of the City Code relating to temporary alcohol permits for Nonprofit Civic Organizations. Mr. Melton reviewed the amendment stating that the current ordinance allows for only two (2) permits per year and State Law allows for six (6); this matter first came before council on June 18; was properly advertised in the July 10 and 17 issues of the Reporter; and this relates to non-profit organizations only. Hearing no further comments, Mayor Howard closed the public hearing. Mr. Dodd offered a motion to approve the amendments. Seconded by Mr. Lawrence, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

APPROVAL OF INTERGOVERNMENTAL AGREEMENT WITH JUDGE KAREN PITMAN AS ELECTION SUPERINTENDENT FOR CITY ELECTIONS

Mr. White reviewed the agreement between the City, Judge Pitman, and Monroe County for Judge Pitman's service as the City Election Superintendent. Mr. White stated that Judge Pitman, Mr. Melton, and County have reviewed the agreement and all are in agreement. Mr. Wilson offered a motion to approve the agreement and Mrs. Banks seconded the motion. Mr. Wilson asked what the county involvement in the agreement would be and Mr. Melton stated that equipment used belongs to the county and the Registrar's Office holds the early voting. Mr. White stated the cost is the same to Judge Pitman. Mr. Dodd asked if there is any additional cost and Mr. Melton stated there would be a cost for the Registrar's Office employees and actual cost to hold the election. The motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

APPROVAL OF CITY PARK GUIDELINES

Mr. White reviewed the guidelines draft for all city parks stating that the guidelines streamline the city ordinance and provides a cost to rent the building at Kynette Park. Mrs. Banks reviewed several items within the guidelines:

- Suggested different hours of operation for Country Club Park as it is off the regular path which leads to illegal activity at the park and suggested sunrise to sundown; Mr. White stated this would require a change to the ordinance as it states parks are open from 8 am until 10 pm
- Naming of the building at Kynette Park is not consistent throughout the guidelines and suggested naming the building Kynette Community Center Building
- City labeling is mentioned in the guidelines and asked the meaning of “labeling”
- Lee Street Park shows a playground is available and that is not correct
- Guidelines states that city approval is required to sell food at the parks but does not mention the Health Department approval

Mr. Wilson offered a motion to approve the guidelines with the noted changes and corrections to typographical errors. Mr. Dodd stated that he had some concerns with the guidelines that he would like to address. Mr. Dodd stated the pavilion at Lee Street Park will require a rental agreement and a fee and requested that this be addressed in the guidelines. Mr. Wilson offered a motion to approve the guidelines with all noted changes. Seconded by Mr. Dodd, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

UPDATE ON TRACTOR PURCHASE

Mr. White stated that Monroe County Bank cannot loan the City the funds to purchase the tractor. Mr. Melton stated that the Bank can loan the money; however, it would have to be through a TAN (Tax Anticipated Note) which must be paid by December 31. Mr. Melton stated that Monroe County Bank cannot provide a lease since the bank is not the vendor. Mr. White requested that the tractor be purchased through GMA or other financing. Mr. Lawrence offered a motion to finance the tractor purchase through GMA or other financing and Mr. Dodd seconded the motion. Mrs. Banks asked the interest rate and Mrs. Hall reviewed interest rate and payment amounts just received from GMA – 4 year financing would be at 3.32%. Mrs. Banks stated the previous motion included maintenance requirement and log sheet and requested an

update from Mr. White. Mr. White stated a maintenance sheet is being completed on all vehicles and reviewed the procedure each driver goes through each day. Mr. Dodd asked if any neglect is being noted on the maintenance sheets and Mr. White stated that it will be if any occurs. The motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

Mrs. Hall stated that GMA previously provided a Resolution that is required for the lease, which provides that the Mayor can execute documents to contract with GMA. Mr. Dodd offered a motion to approve the Resolution authorizing the Mayor to contract with GMA for the financing of the tractor contingent on the previous criteria for maintenance logs for all vehicles is followed. Seconded by Mr. Lawrence, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

APPROVAL OF ACCOUNTS PAYABLE INVOICES

Mr. Wilson reviewed totals for each department for a grand total of \$342,845.27. Mr. Wilson offered a motion to approve the accounts payable invoices. Seconded by Mrs. Banks, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

CITY ADMINISTRATOR REPORT

Mr. White offered the following report:

- Limb Debris Pickup – Mr. White asked if council wanted the grapple truck to begin running again. Mr. Wilson stated that two council meetings back, council requested a policy be drafted for council to review. Mr. Wilson stated that it is the will of council to pick-up the debris and just need a policy, procedure, and fee to review and approve. Council discussed the previous request that Mr. White develop the policy. Mrs. Banks stated that the city is operating under Advanced Disposal rules and requested that citizens not put out large debris for pickup until the policy is written and approved. Mrs. Banks stated that the large debris pickup will be a standalone service that needs to pay for itself including all cost for the service including employees, fuel, insurance, vehicle upkeep, etc. Council consensus to review policy, procedure, and fee at the next council work session.
- Mrs. Banks asked for an update on the Travel Policy, Family Leave Policy, and Solid Waste Policy. Mr. White stated that the Travel Policy, Family Leave Policy, Solid Waste Policy, Grease Trap Ordinance, and Cemetery Maintenance Policy are being written by

the Regional Commission and Mr. White has a meeting scheduled this Thursday to review the status of each policy

- Railroad Avenue Project – Mr. Dodd asked for an update and Mr. White stated we are waiting on Steve Coleman to redo the survey work for the project based on an old survey that the Railroad has supplied. Mr. Wilson requested an email update tomorrow on the status of the survey.
- Mayor Howard requested that Mr. White schedule a dinner to include the city and county and any other entities that would like to attend and asked that the dinner be scheduled for August 2nd meeting if possible.
- Website – Mayor Howard stated that Ms. Stacy Ladson is the city employee assigned to work on the website with the Regional Commission and he will get an update from her on the status and pass on to council.

CITY CLERK REPORT

Mrs. Hall had nothing further to report.

CITY ATTORNEY REPORT

Mr. Melton had nothing further to report.

MAYOR'S REPORT

Mayor Howard thanked City Council, City employees, and City residents for their condolences and support during the recent death of his daughter.

ADDITIONAL BUSINESS

Mr. Albert Mays came before council with several areas of concern:

- Rest Haven Cemetery roadway needs to be repaired as construction barrels have been in place for over four years.
- Sidewalks on Martin Luther King Drive need to be repaired
- Kynette Park has a playground, basketball courts, and a ballfield but no water fountain and no restroom facility that is open without a reservation of the park. Mr. Mays stated some type of restroom facility needs to be provided at the park. Mr. Mays stated that the nylon nets on the basketball courts need to be replaced with chain nets.
- Frontage Road from Highway 83 to Tift College Drive has huge potholes that need to be repaired.

- Cost of \$25 per grapple truck pickup previously suggested by Mr. White is too high and senior citizens will not be able to afford that cost. Mr. Mays asked how the city will know amount picked up at each location to be able to bill the citizen. Mr. White stated the cost and billing will be addressed in the policy.
- Mr. Mays asked how often the city does an inventory count and stated that the city needs to look at accountability of inventory. Mayor Howard stated that cameras are now in place at the warehouse and the employee over inventory has experience with inventory.

Mrs. Marion Josey, Sunset Terrace resident, stated that last week 4 or 5 properties in her neighborhood have limbs out for pickup and she has had limbs out for pickup for 3 weeks. Mrs. Josey stated that she has called City Hall and Advanced Disposal several times and Advanced Disposal finally picked up a portion. Mrs. Josey stated that the \$25 fee is too high and asked who she is supposed to call to have the debris picked up. Mayor Howard stated that a fee and procedure will not be set until council receives a policy from Mr. White to review and adopt. Mr. Wilson stated that council agreed six weeks ago to put the grapple truck back in service and requested a policy to approve. Mrs. Banks stated that Advanced Disposal needs to be held to the contract and ensure that they are picking up everything that is covered by the contract. Mr. Dodd stated that the city has no place to put yard waste as the EPD stopped the dumping behind the cemetery on Highway 41 and the county has a landfill to put the yard waste but they must grind it on a regular basis.

Mr. William Calloway came before council and stated that the city truck has been picking up limbs cut by the city electric crew but some of the areas they picked up did not have electric lines. Mayor Howard requested that Mr. White ride around the city this week and see what is going on with the limb debris pickup.

Mr. Calloway asked how often council visit all city parks? Mr. Calloway stated that the restroom at Country Club Park is open every day but the restroom at Kynette Park is only opened when someone reserves the park. Council discussed the problem with the restrooms at Kynette Park not being open when groups had the park reserved. Mayor Howard stated that this is not a guideline policy but an employee problem and this needs to be addressed. Mr. Wilson stated that the restrooms should be open when the park is open and stated that we know there will be issues but will have to address those when they happen. Mr. Calloway stated that there are no steps down to the ballfield. Mrs. Banks stated that the steps were to be rebid and requested an update

form Mr. White. Mr. White stated that council only accepted part of the bid and will rebid the steps. Mrs. Banks stated that the bid for the steps should have already gone out and Mr. White stated that he was not sure if it had been resubmitted yet or not. Mayor Howard stated that the people in charge of issues are not taking care of what they are tasked with and will begin tonight taking care of those issues.

Mr. Calloway stated that he was at Kynette Park last week when the burglar alarm went off and it took the police 2 hours before they came to the park. Mayor Howard stated that he was able to get the alarm cutoff at 1:00 am and discussed the need for a policy.

Mr. Fred Dungan, 430 Sunset Terrace, came before council and asked if the meetings officials attend are mandatory and several stated that they are not mandatory but city officials use the meetings to gain knowledge of how to be a better public official.

Mr. Dungan stated that council worked hard to provide a service at a lower cost but it is now less service (referring to the garbage pickup). Mr. Dungan stated that there is confusion as to the size of piles to be picked up and reference is made to pickup being less than 50 pounds but the flyer stated any one item cannot be over 50 pounds. Mr. Dungan stated that if it is in the contract for Advanced Disposal to utilize a grapple truck for pickup then the city should hold them to the contract and require them to provide the pickup. Mr. Dungan recommended council go back to the \$20 per month cot and put the grapple truck back on the road and redo the contract to renewal time with Advanced Disposal. Mr. Dungan stated that if the city has an ordinance that limits the size of the pickup then the ordinance should be changed.

EXECUTIVE SESSION

Mrs. Banks offered a motion to adjourn into executive session to discuss personnel, land acquisition, and pending litigation. Seconded by Mr. Wilson, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence). Council adjourned into executive session at 8:20 pm. Mrs. Tiffany Andrews and Mrs. Darlene McClendon joined council in the executive session for land acquisition.

Mayor Howard called the meeting back into open session at 9:35 pm.

Mr. Wilson offered a motion to instruct Mr. Jim Faircloth to prepare a RFP for the cable system and Mrs. Banks seconded the motion. Mrs. Banks asked that as part of the process, the email previously sent to Mr. White requesting information on the cable system be addressed.

The motion carried with three (3) votes for (Banks, Wilson, and Lawrence), one (1) vote against (Dodd), and Mayor Howard voting in the affirmative for the fourth (4) affirmative vote.

ADJOURN

There being no further business to discuss, the meeting was adjourned at 9:35 pm.

Submitted by:

Janice L. Hall, City Clerk