

## **MINUTES**

**AUGUST 6, 2013**

### **FORSYTH CITY COUNCIL MEETING**

#### **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. Dodd 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 23, 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).

#### **AMEND AGENDA – REPRESENTATIVE ROBERT DICKEY**

Mayor Howard called on State Representative Robert Dickey who was present for the meeting and came forward to thank Mayor and Council for all that they do and offer his assistance in any way that they need.

#### **APPROVAL YIELD ANALYSIS, COMPENSATION SURVEY FOR TOBESOFKEE RESERVOIR – CARL HOFSTADTER, CITY ENGINEER**

Mr. Carl Hofstadter, City Engineer, reviewed presentation previously presented to council and stated that the Yield Analysis/Compensation Survey is to determine the amount of water that is available at the reservoir and submit a report to the EPD. Mrs. Banks stated that the \$147,000 cost for this survey will be funded from SPLOST funds. Mr. Dodd offered a motion to approve the survey. Seconded by Mr. Lawrence, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

#### **LORAIN KHOURY – APPROVAL OF REQUEST FROM MINISTERIAL ASSOCIATION AND BHT TO CLOSE JACKSON STREET AFTER EACH HOME FOOTBALL GAME**

Mrs. Khoury reviewed the request stating that the Ministerial Association will provide all equipment and requested that the city close the block in front of City Hall and open the electrical outlets for their use. Mrs. Khoury stated that there will be four (4) events following each varsity home football game except the homecoming game. Mr. Wilson offered a motion to approve the request. Seconded

by Mr. Lawrence, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

**PUBLIC HEARING FOR APPROVAL OF VARIANCE APPLICATION FOR DAYCARE WITH OVER 17 STUDENTS AT 351 TIFT COLLEGE DRIVE – F14 008 – OWNER OTIS INGRAM**

Application withdrawn.

**APPROVAL OF TRAVEL POLICY**

Mr. White reviewed the policy stating that this is a new policy and all changes requested during the work session have been included in the policy before council tonight. Mr. Wilson offered a motion to approve the travel policy. Mr. Lawrence seconded the motion, the wording in the last paragraph of #2 was discussed and remained as written, and the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

**APPROVAL TO ADVERTISE BEER & WINE PACKAGE LICENSE FOR PANSY'S STORE LOCATED AT 140 POWERHOUSE ROAD – OWNER TONIA MAYS**

Mr. Melton reviewed that the City Code requires the advertisement to announce the public hearing and that the motion tonight is to satisfy that requirement. Mrs. Banks offered a motion to advertise the application and Mr. Lawrence seconded the motion. Mr. White stated that an application has been submitted several times by the owner for this location and has been denied each time and asked Mr. Melton if there is a limit to the number of times an application can be submitted and Mr. Melton stated that there is not. Mr. Wilson asked if the advertisement is required why council has to vote on the application. The motion failed with two (2) votes for (Banks and Wilson) and two (2) votes against (Dodd and Lawrence). Mr. Wilson stated that he voted in favor of based on Mr. Melton's statement that this is a requirement.

**APPROVAL OF RENEWAL AGREEMENT WITH GEORGIA DEPARTMENT OF HUMAN SERVICES AS A VENDOR FOR THEIR LOW INCOME HOME ENERGY ASSISTANCE PROGRAM**

Mrs. Hall reviewed the renewal agreement stating that being a vendor for the Department of Human Services provides that any monies provided to an applicant for Low Income Home Energy Assistance Program will be sent directly to the City rather than to the applicant. Mrs. Banks offered a motion to approve the renewal agreement. Seconded by Mr. Dodd, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

Mrs. Banks asked later in the meeting if the renewal agreement can be put on automatic renewal. Mrs. Hall stated that the Department of Human Services requires a new signed agreement each year. Mr. Melton stated that all contracts and agreements must be approved by council.

### **CALL FOR ELECTION, SPECIAL ELECTION, AND REFERENDUM ON NOVEMBER 5, 2013**

Mr. Wilson offered a motion to call for the General Election, Special Election to fill the unexpired terms, and the Sunday alcohol sales Referendum on November 5, 2013. Seconded by Mr. Lawrence, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence). Mr. Melton stated that qualifying will be held August 26 – August 30.

### **EXTENSION OF EMERGENCY ORDINANCE SUSPENDING CITY CODE SECTION 2-10 WITH REGARD TO CITY COMMITTEES**

Mrs. Banks offered a motion to extend the emergency ordinance to suspend city committees. Seconded by Mr. Wilson, the motion carried with three (3) votes for (Banks, Wilson, and Lawrence), one (1) vote against (Dodd), and Mayor Howard cast the fourth (4) affirmative vote.

### **APPROVAL TO CLOSE MORSE STREET FROM LEE STREET TO INDIAN SPRINGS DRIVE FOR HABITAT RUN/WALK EVENT AUGUST 24, 2013**

Mr. Wilson offered a motion to approve the street closing for the Habitat for Humanity Run/Walk event on August 24, 2013. Seconded by Mr. Dodd, the motion carried unanimously. Mr. Dodd stated that request should be from Jackson Street to Indian Springs Drive.

### **APPROVAL OF ACCOUNTS PAYABLE INVOICES**

Mr. Wilson reviewed invoices for each department for a total of \$266,446.20. Mr. Wilson offered a motion to approve the accounts payable invoices. Seconded by Mr. Lawrence, the motion carried with three (3) votes for (Dodd, Wilson, and Lawrence), one (1) abstention (Banks due an invoice for business owned by stepson being included in the totals), and Mayor Howard cast the fourth (4) affirmative vote.

### **CITY ADMINISTRATOR REPORT**

Mr. White offered the following report:

- The signage at Memorial Hills Cemetery will be replaced within 30 days as it was and moved up the hill
- Council has agreed to run the Grapple Truck one day per week at no cost beginning this Friday and citizens can call in to City Hall to schedule pickup
- Tractor lease through CNH would be \$5,786.24 annually for four years; Mr. Melton asked if city would have the option to opt out each year and Mr. White stated we would; Mrs. Banks stated the contract shows immediate payment of first annual payment is due when contract is signed and asked Mr. White if the money is in the bank and Mr. White stated that it is; Mrs. Banks asked Mrs. Hall if all pas due invoices are paid and Mrs. Hall stated there is still \$118,000 from

the last council meeting that has not been paid in addition to tonight's invoices; Mr. Lawrence offered a motion to lease the tractor for four (4) years with the option to buy and Mr. Wilson seconded the motion. Mayor Howard stated that the tractor is needed due to the old tractor failing and cannot be repaired, the citizens need to be served, and the landfill needs to be cut as the EPD has been lenient where the landfill is concerned. Mr. Dodd asked Mr. Randall if the grass at the landfill is being cut and Mr. Randall stated that he brought in a contractor to cut the grass and the inmates will follow the contractor to do the cleanup work. Mr. Randall stated the landfill will be cut at least four times each summer for \$5,000. Mr. Wilson asked if the new tractor will have the equipment needed to cut the landfill and Mr. White stated that we own a bush hog just need a tractor to use it. Mrs. Banks asked if we have asked the county to help out until we get financially solvent. Mr. Lawrence stated that he has been told by the department head that we need the tractor. The motion failed with two (2) votes for (Wilson and Lawrence) and two (2) votes against (Dodd and Banks).

- Mr. White stated that the police department has lost officers from the department and they need to be replaced and called on Chief Keith Corley to review with council. Chief Corley passed out an organizational chart for the police department and reviewed which positions need to be filled. Chief Corley stated that he needs three officers per shift and is having to pay overtime now while he is short-staffed. Chief Corley stated three part-timers have left this year and the fulltime grant position needs to be filled. There was a lengthy discussion regarding budgeting and the spending/hiring freeze. Mr. Wilson offered a motion to replace two (2) part-time positions and Mrs. Banks seconded the motion. Mayor Howard asked for explanation why council not in favor of the fulltime position and why money within the budget cannot be moved to cover the position. Mrs. Banks stated there is no money to move. Mr. Wilson stated that council enacted the spending/hiring freeze due to the budget being so tight and that supersedes the budget. The motion carried unanimously.
- Mr. White stated an electric lineman has turned in his resignation and needs to be replaced and called on Mr. Alvin Randall to review with council. Mr. Randall stated that the department is working with a force that has been cut as much as possible; the department needs four (4) lineman and two (2) groundsmen; already working without a truck driver or apprentice; and trying to work within the budget. Mr. Dodd asked if anyone will conduct an exit interview with the lineman and Mr. Randall stated that the lineman is leaving due to other company doubled money that the city offered him and he will be much closer to his home. Mrs. Banks asked if

there was someone in the department that would be moved up and Mr. Randall stated that the C lineman in the department will be moved up and a junior lineman will be hired if approved by council. Mr. Randall stated that the department is working with maximum truck power but not maximum manpower. Mr. Dodd offered a motion to approve hiring a lineman. Seconded by Mr. Lawrence, the motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

- Family Leave Policy draft has been provided to council and will come back for approval at the next council meeting.

#### **CITY CLERK REPORT**

Mrs. Hall had nothing further to report.

#### **CITY ATTORNEY REPORT**

Mr. Melton had nothing further to report.

#### **MAYOR REPORT**

Mayor Howard had nothing further to report.

#### **ADDITIONAL BUSINESS**

Mrs. Banks stated that the water/sewer management contract will expire in December and offered a motion to put out an RFP for the service. Mr. Lawrence seconded the motion. Mr. Dodd asked if the RFP will be for multiyear and Mayor Howard stated that it would. Mayor Howard stated that a decision needs to be made by the end of the year along with the 2014 budget. Mr. Dodd asked who would write the RFP and Mr. White stated that he would use the same one that was sent out for 2013. Mrs. Banks stated that interviews should be conducted by November and Mr. Dodd stated that the decision needs to wait until after the election when there is a full council. Mrs. Banks agreed and stated that RFP should be for 3 years with a 1 year renewal clause. The motion carried unanimously (voting in the affirmative was Dodd, Banks, Wilson, and Lawrence).

#### **ADJOURN**

There being no further business to discuss, the meeting was adjourned at 7:05 pm.

Submitted by:

Janice L. Hall, City Clerk