

## **MINUTES**

### **FORSYTH CITY COUNCIL MEETING**

**FEBRUARY 15, 2016**

#### **CALL TO ORDER, PLEDGE OF ALLEGIANCE, INVOCATION**

Mayor Wilson called the meeting to order at 6:00PM and led the pledge of allegiance. Rev. Charles Dumas of St. Luke A.M.E. Church gave the invocation.

#### **ROLL CALL**

Present for the meeting were Mayor Wilson, Councilmembers Mike Dodd, Julius Stroud, Greg Goolsby, Dexter King, Chris Hewett and Melvin Lawrence. Also present were City Attorney, Bobby Melton; City Manager, Janice Hall; City Clerk, Kristal Dunn.

#### **APPROVAL OF MINUTES OF THE FEBRUARY 1, 2016 COUNCIL MEETING**

Mr. Hewett offered a motion to approve the minutes from the February 1<sup>st</sup>, 2016 Council Meeting. Seconded by Mr. King, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

#### **APPROVAL OF ACCOUNTS PAYABLE INVOICES - \$389,497.95**

Mrs. Hall read the Accounts Payable totals for each Department. Mr. Dodd offered a motion to approve the Accounts Payable Invoices in the amount of \$389,497.95. Seconded by Mr. Lawrence. Mr. Dodd asked Mrs. Hall for a breakdown of the Street Department total. Mrs. Hall stated that the biggest portion of the total was for the LMIG Payment. Mr. Hewett asked about the sink hole at the old Wal-Mart parking lot. Mrs. Hall stated that Navicent Health was working on the problem. The motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

#### **AGENDA ACTION/DISCUSSION ITEMS:**

#### **PUBLIC HEARING – ALCOHOL LICENSE FOR BEER AND WINE POURING – 12 WEST MAIN STREET – OWNERS ALICIA RECORD AND SHAWN METZER FOR EPICUREAN LIGHTHOUSE LLC dba BLUETICK MERCANTILE COMPANY**

Mayor Wilson opened the public hearing for the Alcohol License for Beer and Wine Pouring for 12 West Main Street, Owners Alicia Record and Shawn Metzger for Epicurean Lighthouse LLC dba Bluetick Mercantile Company. Mr. Melton reviewed the application and stated that the legal advertisement had been published in the Monroe County Reporter on February 3<sup>rd</sup> and February 10<sup>th</sup>. Mrs. Hall stated that we were waiting on the Cities ORI number to be assigned before the owners could go and get their fingerprints done, but that we should have the ORI number within the next couple of days. Mrs. Hall stated that we would like to get approval pending the fingerprint report. Mr. Dodd asked when they thought they would open. Mr. Metzger stated that they hoped it would be no later than April 1<sup>st</sup>. After no further discussion, the Public Hearing was closed. Mr. Goolsby offered a motion to approve the application pending favorable fingerprint report. Seconded by Mr. Dodd, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

#### **APPOINT MICHAEL GLISSON TO TREE BOARD**

Mrs. Hall read an email from Mr. Glisson requesting to be appointed to the Tree Board. Mr. Stroud asked if it was for a lifetime and Mrs. Hall stated that there were no term limits. Mr. Stroud offered a motion

to approve Mr. Glisson as a member of the Tree Board. Seconded by Mr. King, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

#### **APPROVAL OF STREET CLOSING FOR LIVE FIRE TRAINING**

Chief Herndon came before Council to ask that they approve closing Indian Springs Drive between Adams Street and King Street, Morse Street at Phelps Street and Church Street between King Street and Adams Street for a Live Fire Training. Chief Herndon stated that the house belonged to the First Baptist Church. Chief Herndon stated that the closing of the roads was due to the fire hydrant that they would be using. Mr. Hewett asked if that was the closest one and Chief Herndon stated yes. Mr. Lawrence asked how they went about doing this. Chief Herndon stated that it was EPD approved; making sure that there was no asbestos. Mrs. Hall stated that it was the responsibility of the property owner to get the approvals. Chief Herndon stated that the Fire Department did fill out the paper work. Mr. Hewett offered a motion to approve the closing of the streets for the Live Fire Training. Seconded by Mr. Lawrence. Mr. Dodd abstained due to the house belonging to his Church. Mr. Stroud asked had the business owners and property owners been made aware. Chief Herndon stated yes. The motion carried unanimously, (voting in the affirmative were Stroud, Goolsby, King, Hewett and Lawrence with Mr. Dodd abstaining.)

#### **APPROVAL OF ENGAGEMENT LETTER WITH BUCKLEY & HOPKINS FOR 2015 AUDIT**

Mrs. Hall stated that this was to approve the letter of engagement with Buckley & Hopkins for the 2015 Audit. Mrs. Hall stated that we may need extension by end of June, not to exceed \$30,000. Mr. Hewett asked if his daughter came in to help and Mrs. Hall stated yes. Mr. Goolsby offered a motion to approve the engagement letter with Buckley & Hopkins for the 2015 Audit. Seconded by Mr. Dodd, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

#### **TRAVEL REQUEST AUTHORIZATION FOR ECG ECONOMIC DEVELOPMENT SUMMIT**

Mrs. Hall stated this was a travel request for approximately \$800.00, for Mayor Wilson and Mr. Goolsby to travel to Jekyll Island for the ECG Economic Development Summit. Mr. Lawrence offered a motion to approve the travel request authorization for Mayor Wilson and Mr. Goolsby for the ECG Economic Development Summit. Seconded by Mr. Dodd. Mr. Lawrence stated that it was nice to see Mr. Goolsby going to the conferences. The motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

#### **APPROVAL OF DEEDS FOR SALE OF BEVERLY STREET TO ADJOINING PROPERTY OWNERS**

Mr. Melton stated that this was the approval for sale of Beverly Street. Mr. Melton stated that the plat was made by Steve Coleman, so that the deeds could be prepared. Mr. Melton stated that this was to approve the deeds for Bran Hospitality and Dennis K. Pritchett. Mayor Wilson asked if there were any City utilities on the property. Mr. Melton stated no, that there were no City utilities. Mr. Dodd offered a motion to approve the deeds for sale of Beverly Street to adjoining property owners. Seconded by Mr. Lawrence, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

## PUBLIC COMMENTS

Mayor Wilson stated that the second meeting was to be used as a work session, but since there were people in the audience to speak that we would have Public Comments first.

## **PUBLIC COMMENTS**

- James Lyons – 865 Montpelier Road – Mr. Lyons stated that there would be a letter from his lawyer to Mr. Melton, and he wanted to know if they had reached a decision. Mr. Stroud stated that they had been talking about it and stated that he was glad that Mr. Lyons was fighting for it. Mr. Lyons stated he wanted to know how much we paid for the prison details. Mrs. Hall stated that we paid \$38,000 for two (2) details. Mr. Lyons wanted to know why they were getting free gas. Mrs. Hall stated that we have to provide gas, that we provide the vehicles and the equipment. Mayor Wilson stated that Mayor Howard had worked with them to get two (2) details for the price of one (1).

## WORK SESSION

### **CITY MANAGER REPORT**

- **Forsythia Festival Events**

Mrs. Hall stated that the upcoming Forsythia Festival Events were the Fashion Show on February 26<sup>th</sup>, the Harlem Ambassadors on March 4<sup>th</sup>, the Faith Fest on March 12<sup>th</sup> and the Arts & Crafts Festival on March 12<sup>th</sup> & 13<sup>th</sup>.

- **Renewal Of Rioch Lease**

Mrs. Hall stated that the Rioch lease would be renewed for \$9492 for a 48 mth/lease. Mr. Dodd requested that additional bids be received before approval.

- **February CVB meeting was moved to 2/22 at 9:00 am at Alderman Hall**

- **Change order will be coming on CDBG project; tanzanite pipe is in one location on Ensign that was thought to be PVC; have money left over in grant and will use those excess funds for the change order; not sure of cost yet as there are still some factors to be looked at.**

- **Contractor hit water main on Ensign Friday, had boil water advisory over the weekend that was lifted this morning.**

- **LEE STREET, SPRINGS DRIVE, AND EAST JOHNSTON STREET RAILROAD CROSSING PROPOSALS FROM DOT**

Mrs. Hall stated that 43 citizens signed in for the meeting with DOT regarding median in Lee Street and closure of crossing on Indian Springs Drive; DOT is reviewing the plans for possible alternate plan; citizens voiced repeated concern over both plans presented by DOT; requested if crossing is closed that another crossing is opened just north of that crossing; prepared draft resolution for your review. Mayor Wilson stated that it was critical that the City make a statement. Mayor Wilson stated that we understand the safety and support the safety. The last accident that happened at that crossing was 1982. Mayor Wilson stated that it was important that the City goes on record with our opposition. Mayor Wilson read the proposed resolution. Mr. Dodd offered a motion that the Council approves the resolution opposing the DOT

proposal. Seconded by Mr. King, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

- **FUEL DEPOT**

Tickets in the invoices for approval tonight included Watts Service Station as the fuel depot was down for a couple of days and Watts Service Stations agreed to allow the city to charge until the depot was back up; thank you to Ms. Watts for this service.

- **JOINT CITY/COUNTY MEETINGS**

Mrs. Hall stated that this was agreed to at the retreat that this was something that council wanted to start again and that the chamber should be the conduit to facilitate the meetings; Mrs. Cauthen, Mrs. Andrews and Mrs. Hall have met and agreed to schedule the meetings on a non-council/commission meeting night; the joint meetings will be the 5<sup>th</sup> Tuesday of the month which will be March 29<sup>th</sup>, May 31<sup>st</sup>, August 30<sup>th</sup>, and November 29<sup>th</sup>; The Governmental Affairs Committee is trying to obtain a sponsor for the remaining meetings; additional information will be sent out. The first Meeting will be held March 29<sup>th</sup> at GRITS and will be sponsored by United Bank.

- **TRAVEL POLICY CHANGES**

Mrs. Hall stated that we needed to narrow down the policy so that all are submitting their reimbursement paperwork the same way so that all reimbursements are equal; would like to remove “up to the federal per diem” and replace it with “at the federal per diem” with no invoices being required for reimbursement; also add the requirement of submission of an agenda to facilitate in the calculating of meals as no meals will be reimbursed if furnished by the conference; tips & gratuities should be included in the incidentals portion of the federal per diem and not in addition to; and while making changes change “administrator” to “manager”. Mr. Lawrence offered a motion that the travel policy changes be approved. Seconded by Mr. Hewett, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

- **POLICY CHANGE TO POLICE DEPARTMENT S.O.P.**

Chief Harris has requested amendment to Section 9.12 Selection Process, VIII Officer Selection score”; amendment clarifies the score to be 70% or higher overall for dispatchers and per section for Peace Officers; amendment further clarifies that the Peace Officer can retake if only fails one section; current policy states “if officer fails more than one section or dispatcher does not have an overall 70% or higher they can retake after 90 days”. Mr. Stroud offered a motion to approve the policy change to the Police Department S.O.P. Seconded by Mr. Lawrence, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

- **CONTRACTS WITH MONROE COUNTY FOR RENEWAL**

**ANIMAL CONTROL**

Previous contract stated an increase to \$7,500, but we were continued to be billed at \$5,000; \$22 per animal is same as previous as well; Mrs. Hall has spoken with Mrs. Cauthen and she is

checking with finance on why billed at lesser amount. Mr. Goolsby offered a motion to approve the contract with Monroe County for Animal Control. Seconded by Mr. Stroud, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

#### **FUEL DEPOT**

Mrs. Hall reviewed the proposed 2016 Fuel Depot contract giving a comparison for the percentages from previous years. The 2016 contact states that all parties agree to allow the Monroe County Head Start Center, Macon Bibb EOC, River's Edge, and the City of Culloden to use the fuel depot and be billed out directly to them including a 2% surcharge. Mr. Hewett offered a motion to approve the contract with Monroe County for the Fuel Depot. Seconded by Mr. King, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence.)

#### **- BUDGET REVIEW**

Mrs. Hall stated that there would be some budget adjustments at the next meeting. End of Year transfer for combined utilities. January 2016, all departments are at or above. Mrs. Hall and Mrs. Cauthen are working on SPLOST.

Mr. Goolsby stated that there was an awkwardness at the ribbon cutting for Sticker Shark. We need to working on streamlining, the incentive of waving business license for 1<sup>st</sup> year. We need to make a good faith effort and make it right. Did not realize the city had these things in place. Mrs. Hall stated that he was eligible for waving of the business license for the 1<sup>st</sup> year. Mayor Wilson stated that we are taking a stand for Economic Development. Mr. Stroud stated that we need to set precedence; selective about right businesses that come to Forsyth; what can City of Forsyth do for you. Mrs. Hall stated that current incentives include no water/sewer tap fees and no business license fee for 1<sup>st</sup> year. Electric Cities is looking at incentives for new electric services.

Mr. Stroud asked about the Grapple truck. Mrs. Hall stated that she meet with Jarred Lovett and he wants to buy the Grapple truck. Mayor Wilson stated that he had spoken with him.

Mr. Stroud asked if there had been interest in Budget Billing. Mrs. Hall stated that we had two (2) signed up at this moment.

Mayor Wilson asked about a Park clean-up day. Mrs. Hall stated that we could do it in conjunction with Georgia Cities Week, which is April 17<sup>th</sup> – 23<sup>rd</sup>. A date was set for Saturday, April 16<sup>th</sup>, 9:00AM – 12:00PM.

#### **ADJOURN**

There being no additional business to discuss, Mr. Lawrence offered a motion to adjourn. Seconded by Mr. Goolsby, the motion carried unanimously, (voting in the affirmative were Dodd, Stroud, Goolsby, King, Hewett and Lawrence). The meeting adjourned at 7:36PM.

Submitted by:

Kristal S. Dunn

City Clerk