

MINUTES

City Council of the City of Jeffersonville
Tuesday, October 15, 2013, 6:00 p.m.
City Hall, Jeffersonville, GA

MEMBERS:

Mayor Shannon Hart
Councilman Mack Bryant
Councilperson Virginia Hollings
Councilman Victor Jordan
Councilman Jeff Lempke
Councilman Richard Stone
Councilperson Annie Williams
Councilman Daniel Young

GUESTS:

Oscar Basley, Chief of Police
Eddie Knott, City Police Officer
Pope Langstaff, City Attorney
Sonny Saini

CALL TO ORDER

Mayor Shannon Hart called the October 15, City Council meeting to order at 6:00 p.m.

INVOCATION AND PLEDGE

The opening prayer was given by Councilman Victor Jordan, and Mayor Shannon Hart led the Pledge of Allegiance.

ROLL CALL

Mayor Hart then called the roll and noted Councilpersons Williams and Young were absent.

GUESTS

Beer and Wine License

Mr. Sonny Saini did not appear to address Council.

Municipal Court Judge

Officer Eddie Knott did not appear to address Council.

APPROVAL OF SEPTEMBER 9, 2013 CITY COUNCIL MINUTES

Councilperson Williams arrived as Council considered the September minutes. Councilperson Hollings motioned to accept the minutes of the September 9th City Council Meeting into the record, seconded by Councilman Stone. The motion passed unanimously.

FINANCIAL REPORTS FOR SEPTEMBER 2013

For the month of September, city clerk Christopher Nelson reported that the General Fund account at CB&T, account ending 281, began the month with \$18,070.49. There were no deposits and one withdrawal of \$18,070.49 to close the account. That withdrawal was moved to the General Fund account at the Bank of Dudley, account ending 9831, which began the month with \$24,663.01. Including the funds from CB&T, there were 5 deposits totaling \$36,420.80, and 53 checks and debits totaling \$30,170.06. This left the ending balance for the General Fund at \$30,913.75 as of September 30, 2013.

The Recorder's Court account at CB&T, account ending 356, began the month with \$5,536.16. There were no deposits and one withdrawal of \$5,536.16 to close the account. That withdrawal was moved to the Recorder's Court account at the Bank of Dudley, account ending 0052, which began the month with \$4,731.43. Including the funds from CB&T, there were 3 deposits totaling \$7,646.16, and 8 checks and debits totaling \$1,732.91. This left the ending balance for the Recorder's Court at \$10,664.68 as of September 30, 2013.

The Water Fund account at CB&T, account ending 299, began the month with \$608.35. There were 3 pre-authorized withdrawals, totaling \$12,106.78, and one insufficient funds fee of \$36.00. One pre-authorized withdrawal was credited back to the account in the amount of \$11,881.00. There was a final withdrawal of \$346.57 to close the account. That withdrawal was moved to the Water Fund account at the Bank of Dudley, account ending 9849, which began the month with \$26,416.19. Including the funds from CB&T, there were 24 deposits totaling \$38,601.86, and 31 checks and debits totaling \$38,246.94. This left the ending balance for the Water Fund at \$26,771.11 as of September 30, 2013.

For the check registry supplemental, checks were written off the General Fund totaling \$43,289.40. Checks written off the Recorder's Court totaled \$1,470.28. Checks written off the

Water Department totaled \$35,646.42. Total checks written in August were \$80,406.10. For the month of September, the General Fund received revenue of \$21,191.00. For the month of September, Recorder's Court received revenue of \$2,218.50. The City spent a total of \$440.00 on plumbing contractors for the month of August.

Noting the CD summary, Mr. Nelson stated that the City had CD's totaling \$30,208.31 earning .15% interest. The City also has one CD in the amount of \$101,585.32 earning .35% interest.

Councilman Jordan asked how the revenue collection from Business Licenses had been. Mr. Nelson replied that he had collected roughly half of the license fees from the businesses on his list, pointing out that this list was probably incomplete. He added that the deadline for renewal was September 30, 2013. Councilman Jordan asked if all the accounts at CB&T were closed, Mr. Nelson replied that only the General Fund, Water Fund, and Recorder's Court accounts had been closed out at that bank.

Mayor Hart reported that there were two checks written off the GEFA account during the month of September, one to Elmo A. Richardson for \$680.15, and one to PCF for \$8,284.18.

Councilman Bryant motioned to accept the financial reports, seconded by Councilperson Williams. The motion passed unanimously.

COMMITTEE REPORTS

Mayor Hart notified Council of some important upcoming dates. On Monday, October 28th at 10:30am the Library Board would be having an open house and Council was invited to attend. Noting the library's projected budget, Councilman Jordan said the City would not be able to provide free water to the library, and that doing so would violate the stipulations of the City's water loan. Mayor Hart then notified Council that on Thursday, October 24th at 5:30pm there would be a workshop for revisions to the City's Charter and Code of Ordinances.

Beautification and Recreation: Councilman Bryant thanked Councilman Jordan and Commissioner Bryant for their help in getting inmates to clean up the City Park. Councilman Lempke distributed quotes he had gathered for the purchase of ExMark mowers.

Budget and Finance: Councilman Stone had nothing further to report. Councilman Lempke requested a meeting for the 2014 budget. There was general consensus to hold the meeting on Monday, October 21st at 5:30pm. Councilman Bryant noted that each department should bring their requests and figures to the meeting.

Building and Grounds: Councilman Jordan had nothing to report.

Fire Protection: Councilman Daniel Young was not in attendance at this time. Councilperson Williams asked if the Fire Truck had been repaired by McNeal Firetruck. Mr. Nelson stated that the repairs had not been done to date.

Industrial Development: Councilperson Williams had nothing to report.

Planning and Zoning: Councilman Stone had nothing to report at this time. Councilman Bryant requested information on how the City handles permits at this time. Councilperson Williams noted that the Twiggs County Planning and Zoning had been closed. Mr. Nelson relayed to Council that the City currently uses Michael Barnes, an inspector from the City of Macon, and charged the permit holder a fee equal to what Mr. Barnes charges the City. Mr. Nelson also pointed out that the City requires inspections to be performed whenever there is an initial electrical hookup, as well as when any wires at the junction box have been cut. Councilman Bryant mentioned that Mr. Jay Barnes had approached him requesting a letter on City letterhead. Mr. Nelson noted that upon a successful inspection, he would send a Certificate of Completion to either Georgia Power or Oconee EMC to enable the power to be turned on.

Councilman Jordan expressed hesitation with the upcoming Family Dollar development. He mentioned that some property surrounding the building site is zoned residential. Mayor Hart replied that Jeffersonville Planning and Zoning considers the area to be commercial. Councilman Jordan requested that information in writing.

Public Safety: City clerk Christopher Nelson informed Council that Chief Basley had complained of erratic blood pressure, and would not be in attendance at this meeting. He had requested that he be put on speakerphone. Mr. Nelson then phoned Chief Basley and placed him on speakerphone.

Referring to his Public Safety agenda, Chief Basley requested feedback from Council about hiring a part-time officer. Mayor Hart suggested advertising for applications before making a choice. Councilman Lempke notified Chief Basley about the upcoming budget meeting, and Mayor Hart requested a draft of the Police Department's budget by October 21, 2013. Chief Basley agreed to provide it. Chief Basley then referred Council to his request for a reserve officer, and briefly explained what a reserve officer was. Councilperson Hollings questioned whether the reserve officer would be on the City's insurance and Chief Basley replied that he would not. He mentioned that the person he would like for a reserve officer has experience with grant writing and would be willing to help out the City. At this time, the speakerphones battery began to fade and Councilperson Hollings requested that Chief Basley discuss the remaining matters with Council on October 21st at the budget meeting.

Councilman Jordan expressed suspicion about the reserve officer program, and Councilman Lempke asked Mr. Langstaff if he was familiar with the program and its legal obligations. Mr. Langstaff replied that he was not familiar with reserve officers. Officer Yates informed Council

that the program was used in Houston County and Jones County, and in exchange for working in an as-needed basis, the reserve officer is able to keep his POST certification, which would otherwise lapse. Mr. Langstaff remarked that he would look into the program.

Rural Development: Councilperson Williams reported that work had begun on the Streetscape project.

Streets and Bridges: Councilman Bryant had nothing to bring before Council at this time. Councilman Lempke mentioned that he had looked into the milled asphalt that was discussed at the September Council Meeting, and had found that it was better than crushed gravel for filling potholes. There followed discussion about pricing and quantities.

Councilman Jordan informed Council that the owner of Jeffersonville Package had requested that his drive-through remain open on the weekends while the Streetscape is under construction. Councilperson Williams replied that the owner was aware that his drive-through would be closed by the Streetscape. Mr. Nelson said that he had informed the project manager who would keep the drive-through cleared for as long as it was feasible. Councilman Jordan also said that the owner wanted the drive-through to remain open for the Harvest Festival. Both Mayor Hart and Councilperson Williams noted that all of Railroad St. would be closed for the Harvest Festival.

Water and Sewer: Councilman Lempke noted that the pumping station on Solomon Drive was still operating with only one pump. He remarked that Council had a few options: to do nothing, to rebuild the pump for \$11,247, or to purchase a new pump for \$23,000. Mr. Nelson remarked that he had located two used Flygt pumps in North Carolina. These pumps were 70hp instead of the 30hp pumps that were currently at Solomon Dr. He mentioned that Sidney Lattimore and Garry Garretson were looking into whether one of these pumps could be used at Solomon Dr. He added that these pumps were to be auctioned off, and that the current bids were around \$1,200 to \$2,000. Councilman Jordan expressed frustration with the engineers and contractors who have worked on the City's pumps. There followed discussion about how the damage to the Solomon Dr. pump occurred and what party was responsible for it. Mr. Langstaff replied that he would review his notes and make a recommendation about how the City should proceed.

Welfare and Sanitation: Councilman Richard Stone stated that he did not have anything at this time.

OLD BUSINESS

A. Open City positions

Mayor Hart noted that Council needed to set a date to interview the applicants for the Municipal Court clerk position and the Water and Public works director. Council decided to conduct interviews for the Municipal Court clerk position on October 21st beginning at

6:30pm, and for the Water and Public works director on October 24th beginning at 6:30pm.

NEW BUSINESS

A. Tree City USA

Mr. Nelson noted that on October 1st he and Mayor Hart had met with Joan Scales and Jerry Holcomb from the Georgia Forestry Commission and Mr. Nobles from the Twiggs County Forestry Department. He said that the Forestry Commission was offering many services to cities, but a prerequisite for many of these services is for cities to be labeled a Tree City USA. To be a Tree City USA a city must: establish a Tree Board or Department, implement a tree ordinance, observe Arbor Day, and spend at least \$2.00 per citizen on tree related expenses. Mr. Nelson remarked that observing Arbor Day is a mostly ceremonial gesture and can vary greatly from city to city. There are many sample tree ordinances to choose from, and any of them can be modified to fit Jeffersonville. A Tree Board or Department could consist of Councilmembers, public employees, and volunteers from the community. He noted that while the \$2.00 per capita expense may seem like a lot, the City has already spent \$1,200.00 just on contractors removing downed trees. The City can also count towards this the wages paid to City employees clearing limbs from roads, brush and scrub from right-of-ways, and any other tree-related work. Mr. Nelson felt certain that the City had already spent the \$2.00 per capita required to be a Tree City USA. Councilman Lempke requested some sample ordinances to review, and Mr. Nelson replied that he would provide those to Council.

Councilman Bryant relayed to Council a letter he had received from the Fort Valley State University Cooperative Extension Program requesting a donation from the City of Jeffersonville to assist with its Twiggs County Healthy Night out Event on November 15th. He noted that donations would be used to purchase door prizes for participants. Councilman Lempke questioned whether public funds could be used to purchase door prizes. Mr. Langstaff clarified that the City would be donating to Fort Valley State University to assist with an event held inside the City of Jeffersonville for the benefit of its citizens; there was no legal conflict with such a donation. There followed discussion about where in the budget the donation would come from. Mayor Hart suggested using half of the petty cash, an amount of \$20.00. Councilman Jordan replied that he would view that as an insult. Councilperson Williams requested that the City look for funds for the donation in one of the under-budget line items.

Judge Bobbitt presented to Council a letter acknowledging that he had provided the Jeffersonville Police Department with a computer for their use a few years ago, and that he was now giving it to the Police Department. He also commended Council on their initiative in working on the City's Charter and Code of Ordinances. Judge Bobbitt requested permission from

Council to hold a meeting at the end of each month with himself, the Chief of Police, a representative from the probation office, and the Municipal Court clerk to review necessary documents. Mayor Hart thanked Judge Bobbitt for the donation of the computer.

Before moving into closed session, Mayor Hart informed Council that the Open Records/Open Meetings Act required minutes to be taken during all closed sessions, and that the recorder would stay on during the closed session. All minutes from the closed session would be kept separate from the regular minutes.

Councilman Lempke requested an update on the SPLOST from Mr. Langstaff. Mr. Langstaff replied that the Twiggs County Board of Commissioners acknowledges that the City is entitled to part of the SPLOST funds. The County did not agree to add the City's projects into the SPLOST, but the County attorney noted that the two County projects for water and roads could be read to include the City's water and road projects. Councilman Lempke inquired about previous SPLOSTs and the County's obligation to pay back the City for failing to include it. Mr. Langstaff replied that neither he nor the County seem to know what happened prior to the current SPLOST, but that if the City sought legal action he could not represent it. He informed that a partner in his firm was the County attorney during the period when the previous SPLOST was enacted, and this would represent a conflict of interest. At this time Councilman Young arrived.

There being no further New Business, Councilman Bryant moved to go into Closed Session for personnel discussion with Councilman Stone seconding. The motion carried unanimously, and Council went into Closed Executive Session.

RECONVENE OCTOBER 15, CITY COUNCIL MEETING

After Closed Executive Session, Councilman Bryant moved and Councilman Stone seconded that Council reconvene: all in favor.

Mayor Hart noted that in closed session Council requested that the Mayor speak with the Municipal Court Judge concerning decorum in his courtroom.

ADJOURNMENT

Councilman Bryant moved to adjourn the October 15, 2013 Council Meeting, seconded by Councilperson Williams: all in favor.

After no further business, the October 15th meeting of the Jeffersonville City Council adjourned at 7:42 p.m.