

## MINUTES

City Council of the City of Jeffersonville  
Monday, August 12, 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

### CALL TO ORDER

Mayor Shannon Hart called the August 12<sup>th</sup> 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 that Councilmen Jeff Lempke and Daniel Young were not present.

### APPROVAL OF JULY 8, 2013 AND JULY 16, 2013 CITY COUNCIL MINUTES

Councilperson Hollings motioned to accept the minutes of the July 8<sup>th</sup> City Council Meeting into the record, seconded by Councilperson Williams. The motion passed with four votes, Councilman Bryant abstained due to his absence at the July 8<sup>th</sup> meeting. At this time Councilman Jeff Lempke arrived. Councilperson Williams motioned to accept the minutes of the July 16<sup>th</sup> Special Called Meeting into the record, seconded by Councilman Bryant. The motion passed

with four votes, Councilpersons Hollings and Stone abstained due to their absence at the July 16<sup>th</sup> meeting.

### FINANCIAL REPORTS FOR JULY 2013

For the month of July, city clerk Chris Nelson reported that the General Fund Account (Account 257) began at Sunrise Bank with a balance of \$72,525.70. There were a total of two deposits during the month for \$23,986.08. There were 42 withdrawals totaling \$21,667.81 leaving the account with an ending balance of \$74,843.97 on July 21<sup>st</sup>. At this date the account moved to CB&T in Warner Robins with an account number ending in 281. From that date, the account had withdrawals totaling \$40,048.64, and deposits totaling \$10,691.44. This left an ending balance at CB&T of \$45,486.77 as of July 31<sup>st</sup>. On July 10<sup>th</sup>, a secondary account for the General Fund was established at the Bank of Dudley, account ending 831. Starting at a balance of \$0.00, there were three deposits totaling \$32,999.57, two withdrawals totaling \$130.33, leaving that account with an ending balance of \$32,869.24 for the month of July. Councilman Jordan sought and received verification that the accounts at CB&T and Bank of Dudley were separate, and that the total General Fund would be a combination of the two accounts.

The Recorder's Court Account (Account 1131) began the month with a balance of \$9,352.23. There were two deposits totaling \$1,937.00, and three withdrawals totaling \$259.34. This left the account with an ending balance of \$11,029.89 on July 21<sup>st</sup>. At this date the account moved to CB&T in Warner Robins with an account number ending in 307. From that date, the account had no further deposits, and had withdrawals totaling \$5,493.73. This left an ending balance at CB&T of \$5,536.16. On July 10<sup>th</sup>, a secondary account for Recorder's Court was established at the Bank of Dudley, account ending in 052. Starting at a balance of \$0.00, there were two deposits totaling \$5,200.00 and no withdrawals. This left an ending balance of \$5,200.00 for the month of July.

Mr. Nelson noted the supplementary financial documents in the Councilmembers' packets. The General Fund received revenue of \$35,473.18 and wrote checks totaling \$43,900.59. Water Account wrote checks totaling \$20,774.36. Recorder's Court received revenue of \$917.00 and wrote checks totaling \$799.58 in the month of July. July checks totaled \$65,474.53. The plumbing expenses had dropped to \$0.00 in July.

Mrs. Durham-Height advised that the Water Fund Account (Account 281) began with a balance of \$28,186.46. There were 21 deposits totaling \$26,832.23, and 43 withdrawals totaling \$28,359.59. There was also interest paid on the account in the amount of \$0.50. The ending balance was \$26,659.60 on July 21<sup>st</sup>. At this date, the account was moved to CB&T in Warner Robins with an account ending in 299. From that date, there were deposits totaling \$10,358.29, and no withdrawals. This left an ending balance at CB&T of \$16,301.31. On July 10<sup>th</sup>, a secondary account for the Water Fund was established at Bank of Dudley, account ending in 849. Starting at a balance of \$0.00, there were eight deposits totaling \$12,319.03, and two

withdrawals totaling \$84.84. This left an ending balance of \$12,234.19 for the month of July. Councilperson Hollings requested a clearer portrayal of the finances for the next City Council Meeting.

In regards to the GEFA loan, Mayor Hart noted that there had been only one transaction. July started with \$46,706.35, expenditures totaled \$28,804.84 and ended the month with \$17,901.51. From the Georgia Department of Transportation Funds, the month began with \$50,000.00, there was one withdrawal totaling \$6,778.64, leaving a remaining balance of \$43,221.36. The DOT funds would be completely used up by the Watson Road project. Councilman Bryant questioned why the project engineer was paid two different amounts, and Mayor Hart noted that the engineer's salary is set at the time the project begins and that the separate bills are for incremental work that had been completed. Councilperson Hollings desired to know what work Robert Warren had performed on this project. Mayor Hart replied that Mr. Warren had located the shut-off valves, so that the water could be turned off during certain construction times.

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

#### COMMITTEE REPORTS

**Beautification and Recreation:** Councilman Bryant noted that with summer ending he would like to see work done at the City Park, mainly weeding and mulching.

**Budget and Finance:** Councilperson Williams wished to know if the City needed to advertise for the temporary position occupied by Gail Powell. Questions were raised regarding temporary and part-time work and whether the City should advertise for those positions. The question was referred to the City Attorney. Mayor Hart noted that direct deposits had been requested by many employees, and she was seeking Council's approval to implement the process. Councilman Lempke asked if there were additional costs associated with the process and Mayor Hart assured him that the costs would balance out. Councilman Jordan motioned that direct deposit should be offered to any employee who desired it. Councilperson Williams seconded the motion and it passed unanimously.

**Building and Grounds:** Councilman Jordan noted that he and Councilman Bryant had gone to the Twiggs County shop and seen some of the vehicles the County had received from Robins Air Force Base. He mentioned that the city clerk had spoken with Deputy Wyche from the Twiggs County Sheriff's Department about the program. Councilperson Williams noted that the County had a new annex furnished with supplies from the base. Councilman Lempke noted that the program gives preferential treatment to law enforcement agencies. Mayor Hart asked Council to look into the program to see what needed to be done.

**Fire Protection:** Councilman Daniel Young was not in attendance.

**Industrial Development:** Councilperson Williams remarked that there was progress with the Streetscape project. Mayor Hart said that PCF had finished moving the 2” water line under Railroad Street. Councilman Lempke mentioned that the next step would be the demolition, and that the County was responsible for that part.

**Planning and Zoning:** Councilman Stone asked Council if anything had been done regarding the trucks parking on the right-of-ways around the City. Mayor Hart noted that the trucks were still parking there, and would need to be ticketed. Councilperson Hollings mentioned that Delilah Basley wished to move into the City on property that she owns on Highway 96. Mr. Nelson noted that there were certain requirements that would have to be met by Ms. Basley to place a trailer on that location, and that it would be best if Ms. Basley came to City Hall to speak with him. Councilman Jordan said that he had heard many complaints about the building that used to house Robinson’s Fried Chicken, and wanted to know what could be done about it. Mayor Hart reminded Council that the City now had a delinquent property ordinance, and all that is needed is for tickets to be issued to the owners. Conversation turned to the trailers parked at the lot by the water tower. Mayor Hart noted that there are No Parking signs posted in the area and requested that Chief Basley begin ticketing the vehicles that parked there. Councilman Lempke requested clarification on where large trucks can park in the area. Councilman Jordan noted that when there were only four trucks that parked in the lot by the water tower, the City did not have any problems, but when more trucks began parking there, they blocked the City’s right-of-way. Discussion followed about where large trucks could park in and around the City.

**Public Safety:** Chief of Police Oscar Basley noted that he had spoken with Mr. Baxley from the Department of Public Safety about the sign for the school zone discussed in the July City Council Meeting. He mentioned that Mr. Baxley would have to come to the City to inspect the site where the sign was requested before he could make a decision about it. Mayor Hart asked about credit card payments for fines and Mr. Nelson replied that Courtware, the software used by the Police Department, offered a system by which fines could be paid online or in person with a credit card. He noted that there was no cost to the City, the individual paying the fine would be charged a 3.5% fee. Councilman Lempke voiced concern that the people paying the fee should be aware of it before agreeing to pay. Councilman Jordan asked if there was a way that people could pay their water bills the same way. Mr. Nelson responded that he was still looking into ways to enable that option. In reference to an application for employment, Councilperson Hollings requested that in the future all social security numbers should be blacked out when copies are made. Councilman Bryant requested that the Chief be prepared to start on the budget next month.

Councilperson Williams reminded the Chief to begin ticketing the trucks at the water tower. There followed discussion about whether the “No Parking” signs at the water tower were sufficient. Councilman Stone asked if the Chief could ticket the commercial truck parked on Main Street. Council briefly discussed the difference of parking commercial vehicles in

residential and commercial zones. Councilman Jordan asked if the City could work with the County to provide a pound. Mayor Hart noted that it would be beyond the finances of either the City or the County to provide this service, and listed some of the expenses that would be incurred. Councilman Lempke remarked that it would be much less expensive to run a spay and neuter campaign around the City. Councilman Bryant asked the Chief how many men he would need to have full coverage of the City. Chief Basley replied that he would need two additional officers. Councilman Stone asked about the application for Mr. Jordan. Chief Basley replied that Mr. Jordan was applying for a part-time position to help with night coverage.

**Rural Development:** Councilperson Williams reported that she had nothing to bring before Council at this time.

**Streets and Bridges:** Councilman Bryant noted that the City had been repairing its mowers frequently during the year, and that it was time for the City to purchase a commercial mower. Councilman Lempke advised that the City of Marshallville had purchased an Exmark mower at Powerhouse in Warner Robins years ago and had no problems with it. Mayor Hart asked that Council find out what it would cost the City to procure a new mower.

**Water and Sewer:** Councilman Lempke noted that the controls at the water plant were being worked on and should be completed within the week. He also reminded Council that the first automated meter read was coming up this month. He mentioned that a trial run had been performed and asked the water clerk what the results were. Ms. Durham-Height advised that the trial run had not gone well, and that she was attempting to sort out the differences with Mueller Systems and TBS. She stressed that it was a software problem and not a meter problem. Councilman Stone questioned whether the City water employees were trained to operate the system. Ms. Durham-Height replied that she set up the system before each run, and all that the employees had to do was drive down the street.

Councilman Lempke noted that all repairs were finished at the MLK well station. He also noted that one of the pumps for the Solomon Drive station was still out. Mr. Nelson informed Council that the pump was currently at Calibration Controls, the company that performed the work on the pump just prior to its damage. Calibration Controls was being given the opportunity to repair the work before it was sent to another company. Councilman Lempke said that the one pump at Solomon Drive was managing the flow by itself. He also advised that Bridges Electric had completed the work to install security lights at the wastewater treatment plant.

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

## OLD BUSINESS

### A. MLK-sidewalk

Mr. Nelson advised Council that MLK was considered a minor street and the right-of-way for minor streets was 40 feet. He noted that the City had enough right-of-way to construct sidewalks, but that he was unsure what the costs would be. Councilman Lempke remarked that there are ditches on the sides of MLK, and that would add to the cost.

Councilman Bryant asked where the revenue from the sale of the old water meters was placed. When informed by Mayor Hart that it had gone to the water department, Councilman Bryant requested that it be placed in the General Fund. Mayor Hart noted that the revenue had to be placed in the water department.

## NEW BUSINESS

### A. GMA 4-Year software lease

Mr. Nelson advised Council that that to complete the lease for the software upgrade, GMA's leasing department would need signatures from both the Mayor and the city clerk. He noted that the lease's APR was about 3.3%. Councilman Lempke reminded that a motion to accept the lease had already been made. Councilman Bryant asked what revenue was gained from the sale of the old water meters. Mr. Nelson replied that the City received \$3,700.00 from the sale.

### B. Library Funding

Mayor Hart remarked that the new County Library did not have an approved budget from its funding sources. She noted that the Library Board requested \$6,450.60 from the City of Jeffersonville. Councilman Bryant wondered at the increase in funding. Discussion followed about the City's obligation to fund the Library at various levels. Councilperson Hollings motioned that the City do its part to support the Library. Councilman Stone seconded the motion. Councilman Jordan inquired about the City's representation on the Library Board. Councilman Lempke voiced concerns about the City's ability to pay its share. Councilperson Williams requested that Council table the discussion until the City prepared its budget. A vote was taken on Councilperson Hollings motion, Councilpersons Jordan and Hollings voted yeah, Councilpersons Bryant, Lempke, Stone and Williams voted nay. Councilperson Williams requested a budget workshop so that the City could evaluate its proposed contribution to the County Library.

### C. Clerk Training-Shakela Durham-Height and Christopher Nelson

Mr. Nelson advised Council that his annual training was September 8-10 and the cost was \$325.00. He also noted that Mrs. Durham-Height's court clerk training was September 25-26 and the cost was about \$200. Councilman Bryant motioned to approve the training expenses for Mr. Nelson and Mrs. Durham-Height. Councilperson Williams seconded the motion and it passed unanimously.

D. Updating the City Code

Mayor Hart noted that the City Code was nearly 40 years old and needed to be revised. Councilman Bryant motioned for the City to update its Code, seconded by Councilperson Hollings. The motion passed unanimously. Councilman Lempke requested that Council be notified when the meetings occurred.

Mr. Nelson reported to Council that he had been notified by Twiggs County that the City could not file for a SPLOST because the County had already filed for one. The County had advised that the City could petition the Board of Commissioners for a portion of the SPLOST revenue, but that the Board was not obligated to grant the request. Mr. Langstaff advised Council that he would look into the matter.

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

RECONVENE AUGUST 12 CITY COUNCIL MEETING

After Closed Executive Session, Councilman Bryant moved and Councilperson Hollings seconded that Council reconvene, the motion passed with five votes, Councilperson Williams being temporarily absent.

Councilman Bryant moved that the City advertise for a full-time public worker, and grant the Mayor discretionary power to resolve personnel issues starting with a written reprimand. Councilman Stone seconded the motion, and it passed with five votes, Councilperson Williams still being temporarily absent.

ADJOURNMENT

Councilman Jordan moved to adjourn the August 12, 2013 Council Meeting, seconded by Councilman Bryant: all in favor.

After no further business, the August 12<sup>th</sup> meeting of the Jeffersonville City Council adjourned at 7:34 p.m.