

**MINTUES SPECIAL CALLED MEETING
TEMPLE CITY COUNCIL
March 17, 2014 DIRECTLY FOLLOWING THE WORKSHOP
TEMPLE CITY HALL**

Mayor Lester Harmon called the Meeting to order with the following members present constituting a quorum: Council Member Richard Bracknell; Council Member Hiley Miller; Council Member Howard Walden and Council Member Penny Ransom, Council Member Simmons was not present

INVOCATION: By: Mayor Harmon

1.) Discussion of Administration Building Project

City Administrator, Mr. Hill, read an email from Benchmark Construction in which they detail the options before the council as it pertains to the Administrative Building. In summary:

- \$135,835.03 within the next week. We will (Walk Away.)
- Benchmark would clean up the site and then walk away for \$175,835.00
- Benchmark can complete the project with the additional "Lost Days" for a lump sum of One Million, six hundred seventy one thousand, seven hundred fifty three dollars (\$1,671,753.00).
- Benchmark can leave the "Administrative Offices" as an open" Warehouse with a metal roof and plumbing in slab for future completion" for a price of One Million, five hundred forty four thousand dollars (\$1,544,000.00).
- Benchmark can do a Police Department "design / Build with a price of \$189 per sq. ft.

Council Member Ransom expressed some concern (*due to the 9 month term of the contract*) that we may have tried to circumvent the state construction law by deeding the property over to the company and then buying the property back with the building on it. *Council member Miller stated that the City was presented with a funding option like this but that the Council decided not to take that option. Council Member Ransom wanted to make sure that the City did not do this. City Attorney, Cynthia Daley, said that to the best of her knowledge this did not take place and she did not recall anything in the contract which indicated that this property had been deeded over to the contractor. Council Member Miller said that the City Council did not vote to sign the deed to the property over to Benchmark construction.*

Motion: Council Member Walden made a motion to pay Benchmark \$135,835.03 out of SPLOST contingent upon verifying that the deed to the property has not been signed over to Benchmark.

2nd: Council Member Ransom

Mrs. Daley clarified that if the third bill did not bring the total up to \$135,835.03 then the difference could not be paid out of SPLOST funds and would have to come from somewhere else. Council Member Ransom wanted to be sure to note that we are not abandoning a project and that the council still intends to work on a Police Department project as identified in the SPLOST agreement.

Motion passed 4-0

2.) Discussion of Assistance with the TBS Computer System

City Administrator, Mr. Hill, reported that we still need someone who can help to post transactions, reconcile bank statements and assist with payroll and its associated taxes. Mrs. Cook explained that

she was being trained to do these types of functions on this system when she retired 7 years ago and she recommended that the council bring in Brenda Norton to help with these functions. Under this topic the temporary employment contract with Pat Cook was discussed.

Motion: Council Member Bracknell made a motion to hire Brenda Norton at a rate of \$65.00 *per hour* plus mileage for not more than 20 hours of consulting services.

2nd: Council Member Ransom, Motion Passed 4-0

3.) Discussion of the Parameters of the Forensic Audit

Council Member Walden asked City Attorney, Cynthia Daley, for the definition of a forensic audit. Mrs. Daley said as she understands it is when an auditor comes in and matches up your receipts and checks and policies for each account that you ask them to look at.

The council indicated without a vote that they would like a quote for all accounts to cover 2 fiscal years, then a quote to cover all accounts for 4 years, then a quote to cover the SPOLST account since 1998. Mayor Harmon said that he understood that GMA could recommend three or four firms that work with cities for this type of need and that perhaps we should look into working with whomever they recommend.

There was no motion from council.

4.) Discussion of the Job Description for the City Clerk

City Administrator, Mr. Hill, asked the council to provide feedback on the proposed job description for the City Clerk.

Motion: Council Member Bracknell made a motion to go with the job description as presented with the following changes:

- Scratch from #9 “and maintenance personnel”
- Under knowledge, skills and abilities add to #5 “and elected officials”
- Under education, training add the list of physical demands of the job

2nd: Council Member Walden, Motion Passed 4-0

MAYOR AND COUNCIL CLOSING COMMENTS:

Mayor Lester Harmon: None

Council Member Penny Ransom: None

Council Member Howard Walden: None

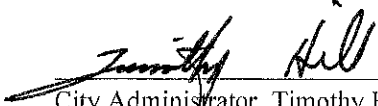
Council Member Hiley Miller: None

Council Member Richard Bracknell: None

ADJOURNMENT: **Motion:** Council Member Bracknell 2nd: Council Member Miller

Attest:

ATTEST:



City Administrator, Timothy Hill



Mayor, Lester Harmon

Noted Corrections in Italics.