

**REGULAR MEETING OF TEMPLE
CITY COUNCIL MINUTES
July 7, 2014 6:30pm
TEMPLE CITY HALL**

Mayor Lester Harmon called the Meeting to order at 6:30pm 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 present via phone.

Invocation by Mayor Lester Harmon

The City Council made some corrections and approved the minutes of the following meetings:

A. June 2, 2014

Council Member Miller motioned to approve. Seconded by Council Member Walden. Motion passed 5-0

B. June 9, 2014

Council Member Miller motioned to approve. Seconded by Council Member Walden. Motion passed 5-0

C. June 26, 2014

Council Member Miller motioned to approve with corrections. Seconded by Council Member Walden. Motion passed 5-0

Motion to amend agenda to allow citizen Debbie McIntosh to speak regarding Founders Day – Motion by Council Member Hiley Miller, seconded by Council Member Walden, passed 5-0; added to agenda as item 15.

OLD BUSINESS

1.) Discussion of Library Project

This discussion was tabled from previous meeting. City Attorney Daly has stated an opinion that if the project was to be relocated from the original Sewell location, that a question for a referendum would need to be put on the ballot for the voters. Council Member Ransom motioned to table till the 7/14/2014 meeting when City Attorney Daly could be present. Seconded by Council Member Miller. Motion passed 5-0

2.) Progress report on Recreation Storage Building being done by Ty Dyer (Council Member Walden)

Council Member Walden presented some questions regarding the storage building that was approved last December, and at this point it is still not completed. Council Member Walden would like a date when it will be completed? City Administrator Hill contacted Ty Dyer and due to the budget being on hold and due to holiday and weather concerns, there have been numerous delays. Mr. Dyer is to contact City Administrator Hill with a date for completion. He will not be paid the remaining amount of \$3350.00 until project is completed. Council Member Ransom stated concern

b. **Avanti Helton to Discuss issue of damage to personal property caused by what may possibly be due to negligence of the City (Council Member Ransom)**

Mr. Helton addressed the council regarding the recent paving of Villa Rosa Rd. Mr. Helton stated for the record he does have a history with various employers that have experience with negligence. He further stated that on evening of Thursday, June 26th, he was driving his 2012 Chevrolet Corvette Grand Sport Supercharge, and at that time his vehicle was damaged due to the construction. He stated that damage caused is estimated to be \$4236.09. That does not include the depreciated value. (apprx \$900). Mr. Helton called City Hall and spoke with City Administrator Hill on Friday and followed that up with a written report on Monday. City Administrator Hill filed insurance claim, as of the date of meeting, the adjustor has accepted responsibility and is working to resolve the claim. Mr. Helton further stated that is not placing blame, however, he is asking that the city pay the claim outside of the insurance in order to reduce future increases in premiums. He will accept the city's decision and proceed as directed by the city. Mayor Harmon apologized on behalf of the city for the incident. This item will be put on the agenda for the July 14th meeting and the city will consult with City Attorney Daly for direction.

2. **Watershed Management Report to Council (Laurie Ashmore)**

Laurie Ashmore explained the importance of Watershed Management Report and its role to protect the community. She also discussed its compliance with local city ordinances and practices. They have also been able to provide the city with water conservation and quality information for our website and for public education. This has been an integrated effort by all departments. There was concern that this report had not been presented in previous years. This is an annual report that is required by the Environmental Department Agency of the State of Georgia. Council Member Bracknell motioned to approve the report as presented and the letter from the Mayor seconded by Council Member Miller. Motion passed 4-0- Council Member Ransom abstained

3. **Report on MS4 Waiver (Laurie Ashmore)**

Laurie Ashmore provided the MS4 Waiver and explained that the additional sampling that we would need to support our application for the wavier. Council Member Ransom stated that we have had some sewer spills that may have led to the increased amount of fecal coli forum and asked if this could possibly be taken into consideration with the application for the waiver. Mayor Harmon would like for us to apply for the waiver. Council Member Miller motioned to apply for the MS4 waiver seconded by Council Member Ransom. Motion passed 5-0

4. **Renewal of the Inmate Work Detail Agreement and Discussion of Work Duties per Prison Detail Contract between the City and County**

Captain Shane Taylor, Carroll County was present to answer questions about the new agreement. The biggest change in the contract is the amount of inmates. The current contract will call for 6. Council Member Ransom voiced concerns that we have had issues with the number of inmates provided not being able to meet the contractual agreement and therefore the work duties not being completed. Captain Taylor states that the contract amount is only for the salary of the guard provided, not the actual inmates. Citizen Linda Walden also voiced concerned that surrounding areas have stated that they receive work detail crews with more inmates for the same amount of

money. City Administrator Hill pointed out that the only time the contract allows for pro-rated services is if the detail misses more than 15 days. Council Member Walden stated that due to numerous days of inmate shortages, we actually missed 25 days of 'average' service, and we provided them with meals. He questioned Captain Taylor if we could receive 'credit' for this? Captain Taylor stated that the county provides the inmate with sack lunches and that no credit could be provided, as the service that is paid for is that of the guard, not the inmate. Council Member Bracknell motioned to approve the agreement presented seconded by Council Member Simmons. Motion passed 5-0

Council Member Ransom motioned to have the Department Heads create a list in the Monday Department Head meeting to be given to the detail officer. Council Member Ransom motioned to have the detail officer provided with a weekly list of tasks to be performed and a report be provided weekly to the Council on the completion of those tasks seconded by Council Member Miller. Motion passed 5-0

5. Request for Permission to use the gym free of charge to give away school supplies

City Administrator Hill brought before the council a request to allow Hands of Creation to use the gym to give away school supplies on July 26, 2014 from 10am – 1pm. Recreation Director Joe has agreed to this. The gym will be left clean after the event. Council Member Bracknell motioned to approve the request seconded by Council Member Walden. Motion passed 5-0

6. Special Sign Request from Freedom Baptist Church

Mayor Harmon has received a call from the church requesting to put a nice sign up. Council Member Bracknell motioned to approve a new sign and waive the permit fee with the condition that the church provide a completed sign application seconded by Council Member Miller. Motion passed 5-0

7. Discussion of the 2014 LMIG list, recommendations from Council (Mayor Harmon)

Mayor Harmon received a letter stating that we can start turning in a street names for the 2015 list. Council Member Ransom suggests Little Vine; Mayor Harmon instructed that these names be submitted to City Administrator Hill. LMIG stands for Local Maintenance and Improvement Grant. It is for any street that the city would like to have upgraded. The city makes recommendations. It must be a city owned street to be nominated. Citizen Morris would like to have Rome Street put on the list.

8. Discussion of Downtown Development Authority (Council Member Walden)

Council Member Walden stated that Debbie McIntosh has received some information in reference to creating a DDA for the city. Ms. McIntosh then addressed the council about the possibility of the City being eligible to receive grants and funding from Main Street, however, in order to do so we must have a DDA in place for at least a year in order to qualify. Mayor Harmon appointed Debbie McIntosh to the DDA Board and asked that the Council have their appointment recommendations ready at the July 14th called meeting.

9. Policy for Off duty Police Officers Working Side Jobs (Council Member Walden)

Council Member Walden received a concern from a citizen in reference to an officer working 'off duty' for Windy Hill Subdivision to provide security for the pools. The citizen was concerned about

the off-duty officer would be socializing with the 'on duty' officer. This has been addressed by the Police Chief. There was also concern that the 'off duty' officer was sitting in the car for hours while it was running and the car was running and therefore consuming fuel. Police Chief Thorn stated that he had instructed the off duty officers to stay in their cars unless they saw something that need to be addressed in an effort not to intimidate the residents of the subdivision. The off duty security guards are being paid for by Windy Hill subdivision. Council Bracknell asked for verification: The subdivision is paying the city for an officer to patrol the area? However, the off duty officer is in a city owned vehicle? Council Member Bracknell asked if this is standard practice? If anyone wants to contract with an off duty officer then the car goes with the off duty officer? Is this only for someone inside the city limits? Council Member Bracknell stated that the cars are city property and there needs to be a policy for this. Council Member Ransom stated that the policy is in the packet. Chief Thorn stated that is correct. That is the way it has been done.

10. Discussion of duties within the Public Works Department (Council Member Ransom)

Council Member Ransom expressed her desire for a better understanding of the job description for the Public Works Director. She stated that under the current written job description, the Public Works Director position does not have the appearance of a 'working' director. A majority of the duties listed are delegation tasks. Council Member Ransom continued that she has received various citizen complaints. One complaint is that of the grading at the storage building that is being built at the recreation department. Public Works Director Tommy Freeman explained that they were trying to make the area as safe as possible until the completion of the building construction. Council Member Walden asked about a water meter that had been uncovered in the same area and now provides a serious safety issue. Public Works Director Freeman stated that he was unaware of this issue. Council Member Ransom went on to clarify that her concern was that the city is contracting out more of the 'Public Works' portion of the job. For example, prisoners are contracted to cut the grass, the city is talking of bidding out the rehabilitation of the easements, and the water meters have not been changed out as scheduled, resulting in a contract for that to be outsourced. Council Member Ransom then presented the following question: Does it makes sense to outsource this, or do we make this part of Recreation and separate Water and Sewer into its own department? Council Member Miller addressed Public Works Director Freeman and asked if he had additional staffing could he maintain the tasks that are currently being outsourced due to lack of due diligence. Public Works Director Freeman stated that they can implement changes now, but they need a program for moving forward. Council Member Miller also suggested bringing in an employee just to maintain the changing out of the water meters. She also stated that it has been part of the hiring process in the past to seek versatile candidates that could work in the three different (Water, Sewer, & Public Works) departments. She then stated that it is not her desire to dissolve the Public Works Department. Public Works Technician Jesse Wilson stated that prior to being short staffed, there was a program in place to change the water meters out, but with the addition of new and unfamiliar staff, this had been left uncompleted. Council Member Ransom stated that she is simply looking for the most cost efficient way to solve the issue. Council Member Bracknell spoke to his concerns. He would like to hear the Public Works Directors side of the story. He suggested maybe a committee for this. He would like some insight into what suggestions and tools might be needed to solve the problem. Council Member Bracknell further stated that it is the elected officials' job to break down barriers and that interaction is the key. Mayor Harmon stated we have got to get these under control so that we ultimately eliminate the burden off of the people of Temple. Council Member Ransom stated that per the charter for the city, elected officials cannot direct city employees in their 'day to day' duties, therefore, she can only speak to citizens concerns in the council meetings. Citizen Debbie McIntosh asked that job descriptions be prepared for all city employees and be available for the citizens of Temple so that there is a standard of accountability. There was no motion on this item.

11. Discussion and updates regarding any unfinished jobs or repairs made by the Water or Public Works Department (Council Member Ransom)

City Administrator Hill stated that there are 3 jobs that citizens have requested that we work on. Public Works Director Tommy has put together estimates for each repair. Council Member Bracknell expressed that his concern is that this is not the city's liability.

12. Discussion of the use of community service workers (Council Member Ransom)

Public Works Director Freeman stated that there are people signed up for community service, however, only 3 have shown up recently. Generally there are 2 females and 1 male. The 2 females work at the senior center and the male often rides with Public Works Technicians and assists as needed. Any community service workers that report on the weekends are supervised by Recreation Dept Director Joe Wilson.

13. Discussion of File Retention

Citizen Linda Walden has been working on the file retention clean up at City Hall and spoke regarding her findings.. Council Member Bracknell stated that the law states that we can destroy after a certain date. Mrs. Walden states the records date back to the 1970s, it is her opinion, that these should be able to be destroyed. Council Member Miller stated that we need to adopt a file retention policy. Council Member Ransom stated that the state already has a retention policy that we must adhere to. City Administrator Hill stated that we can utilize the states retention policy. City Attorney Daly will need to be consulted to place a file retention policy on the agenda for July 14.

14. Personnel

City Administrator Hill would like permission to advertise for the Part Time position that is available at the Senior Center. Police Chief Thorn would like to hire David Yates. Council Member Ransom asked about employee that is out on Workers Comp. City Administrator Hill stated that we cannot fill that position while this employee is out on workers comp. City Administrator Hill will consult with City Attorney Daly. Council Member Miller motioned to hire David Yates as a Patrol Officer seconded by Council Member Bracknell. Motion passed 5-0

15. Art Guild

Ms. McIntosh would like to request the city to approve funds for the Founders Day signs. They would also like to rent port-a-potty Council Member Ransom would like to ask City Attorney Daly about the city being a co-sponsor of the event. Ms. McIntosh stated that the goal would be for this to end up being a money making event to be able to 'give back' to the community not to 'take from', however, they may need some help to get the event started.

Department Reports

City Administrator Hill passed out the digest report, will need to discuss over the next regular meeting. This concerns the millage rate. We would only need to lower the millage rate for Haralson county.

Executive Session – Personnel, Real Estate and Legal

No executive Session

MAYOR AND COUNCIL CLOSING COMMENTS:

Mayor Lester Harmon:

Council Member Penny Ransom: Thanked everyone for staying


Council Member Howard Walden:

Council Member Hiley Miller:

Council Member William Simmons:

Council Member Richard Bracknell: He was not challenging any employee on the phone.

ADJOURNMENT: Council Member Ransom motioned to adjourn the meeting at 11:21pm seconded by Council Member Walden. Motion passed 5-0.


Lester Harmon, Mayor

Felicia Wall, City Clerk