

**City of Temple  
Monthly Council Meeting  
November 7, 2016, 6:30pm  
Temple City Hall**

**Call to Order:**

The meeting was called to order at 6:30pm by Mayor Lester Harmon.

**Council Members present constituting a quorum:**

Richard Bracknell  
Penny Ransom  
William Simmons  
Howard Walden

**Council Members Absent:**

Todd Rothwell

**Public Comments:**

None

**Approval of Minutes**

October 3, 2016, Regular Meeting  
October 27, 2016, Special Called Meeting.

There was a motion by Councilmember Bracknell to approve the minutes from the October 3, 2016 and October 27, 2016 meetings, second by Councilmember Simmons. Vote 3-1, Councilmember Ransom abstained.

**Old Business:**

1. Tabled from the October 27, 2016 Meeting: Consider/approve a memorandum of understanding from the State Attorney General.

City Attorney Rob Monroe stated the only update he had is that there is no rush to get this done. A new Attorney General had just been appointed and he recommend this item be table until the next meeting. There was a motion by Councilmember Bracknell to table this item until the next meeting, second by Councilmember Walden. Vote 4-0.

2. Consider approval of an agreement between the City of Temple and the Haralson County Water Authority to provide for the purchase of water from the City of Temple to help meet Haralson County's needs during current drought conditions there, with the per unit sales price to be determined.

After a brief discussion about the drought conditions getting worse and Haralson County Water Authority wanting to buy water from Temple, there was a motion by Councilmember Simmons to approve an agreement between the City of Temple and the HCWA, second by Councilmember Bracknell. Vote 4-0.

3. Consider the agreement between the City of Temple and Absolute Environmental Plumbing, LLC, prepared by the City Attorney, for the removal and disposal of certain wastes from the City's sewer treatment plant.

City Attorney Monroe stated the agreement was drafted in the Attorney's office and he has been over the changes with City Administrator Bill Osborne and Vernon Harris. It reads that once it goes across state lines, Absolute Environmental Plumbing, LLC is responsible. There was a motion by Councilmember Bracknell to approve the agreement, second by Councilmember Walden. Vote 4-0.

4. Approve a resolution setting forth the special conditions included in the City Council's October 27, 2016, approval of a Special Conditional Land Use Permit for Grace City Church.....Michael McRae

City Attorney Rob Monroe stated that a draft resolution was prepared with the conditions that were approved at the October 27th meeting listed. He proceeded to read the resolution. There was a motion by Councilmember Walden to approve, second by Councilmember Simmons. Vote 4-0.

5. Updated staff report concerning the City of Temple payroll taxes paid in calendar year 2013.

Finance Director Sarah Hefty reported that the City received a notice from the IRS that they are still researching this matter. The City had received a letter in 2014 stating there were two sets of Christmas bonuses that weren't taxed properly and there is now a fee of \$6,000+ with interest and penalties. The hope is that with the documentation that the City sent in, we will not have to pay this fee. Mayor Harmon asked that she keep the City informed on this matter.

#### **New Business:**

1. Report on the annual Christmas parade and related activities in the City of Temple, to be held Saturday December 3rd.

Mayor Harmon stated that the parade and lighting of the tree will take place on December 3rd and we are in need of volunteers.

2. Report on the City of Temple's planned community activities this year on Thanksgiving, November 24th.

Councilmember Bracknell stated there will be an organizational meeting for this next Tuesday at 7:30pm at the Senior Center.

3. Approve a resolution recognizing and honoring Daphine Wynne for being selected Teacher of the Year in Carroll County.

Mayor Harmon read the resolution to honor Ms. Daphine Wynne for being selected as Teacher of the Year in Carroll County.

4. Approve the hiring of Tara Hatfield as a part-time cook and driver at the City of Temple Senior Center, pending the results of her background check.

Senior Center Director Sandra Stillwell reported that Ms. Hatfield is a former truck driver, she has worked for several companies, is a good cook, and believes she will be a good addition to the center. Mayor Harmon stated that he is appointing Tara Hatfield to the position of part-time cook and driver for the Senior Center. Motion by Councilmember Simmons to approve, second by Councilmember Bracknell. Vote 4-0.

5. Consider a resolution pertaining to approval of a one-time holiday season payment to each eligible City of Temple employee.

After some discussion, there was a motion by Councilmember Walden to approve a bonus of \$600 to eligible full time employees and a bonus of \$200 to part time employees, second by Councilmember Bracknell. Vote 3-1, Councilmember Ransom opposed.

6. Consider changing the compensation of the City of Temple positions of Senior Center Director, Recreation Director, and City Clerk from salaried to hourly-pay due to changes in overtime regulations issued by the U.S. Department of Labor, to be effective December 1, 2016.

City Administrator Osborne reported that due to overtime regulations from the US Department of Labor, he recommends changing three positions (City Clerk, Director of Recreation Department, Director of Senior Center) from salary to hourly. He stated otherwise, the salaries would have to be raised to \$47,500 a year. He stated that because these positions don't typically have a lot of over time that it would be more cost effective to make them hourly. After some discussion, there was a motion by Councilmember Bracknell to change these positions to salary, second by Councilmember Simmons. Vote 3-1, Councilmember Ransom abstained.

7. Consider arrangements for the conduct of the City of Temple audit for the 2016 fiscal year.

Finance Director Sarah Hefty stated that the City has used Warren Averitt the past two years and it is her recommendation to keep them a third year. Councilmember Bracknell made a motion to keep Warren Averitt for a third year, second by Councilmember Walden. Vote 4-0.

8. Authorize approval of a Software and Services Proposal from Caselle for the software, training, and setup to enable the City of Temple to have online/electronic payments and processing as part of the new system being installed to replace the City's old payment system, with a one time cost of \$5,000, with said funds coming from the 2008 SPLOST program.

Finance Director Sarah Hefty reported that Caselle has a preferred credit card system vendor; Villa Rica uses it and it is flawless and gives customers three options for payment. It eliminates human error. There was a motion by Councilmember Bracknell to proceed with the cost of this, second by Councilmember Simmons. Vote 4-0.

9. Staff report on comparative cash balances for the City of Temple General Fund, Water and Sewer Fund, SPLOST programs and special revenues.

Finance Director Sarah Hefty reported on the City's General Fund, Water and Sewer Fund, SPLOST programs and special revenues. There was also discussion regarding this topic.

10. Staff report on the unrestricted reserve balances for the City of Temple, as reflected in the 2014 and 2015 audits.

Finance Director Sarah Hefty reported on the reserve balances for the City of Temple. There was also discussion regarding this topic.

11. Staff report on Water- Sewer Fund income over the past five years.

Finance Director Sarah Hefty gave a report on the City's water and sewer fund over the past five years. There was also discussion regarding this topic.

12. Staff report concerning the recommended write-off of receivables over a period of some years, being shown as balances on old closed accounts.

Finance Director Sarah Hefty reported on almost \$325,000 of uncollected money from old accounts. She stated that over 90% of these seem uncollectible. She said you won't see a big hit on the books because you have reserves for potential losses and recommends cleaning them out and not carrying

them over to the new system, Caselle. After some discussion, Councilmember Bracknell motioned to write these accounts off, second by Councilmember Simmons. Vote 4-0.

13. Updated staff report on development of the proposed City of Temple budgets for Fiscal Year 2017. City Administrator Osborne stated there are two more workshops on November 17th and November 28th to keep us on track to adopt the budget on December 5th. He included a schedule of the upcoming meetings in the packet. Councilmember Ransom stated that she had addressed the City Administrator, City Attorney, and Mayor because she could not find where these meetings were called and she will not go to any other meetings until she knows they are legally called.

14. Updated staff report on various upcoming meetings of the Temple City Council. City Administrator Osborne stated that he had covered this information in the previous agenda item #13.

15. Updated staff report on the Land and Water Conservation Fund project in the City of Temple's park, including the anticipated receipt of \$100,000 from the State of Georgia as the final reimbursement of City funds previously expended on this project.

City Administrator Osborne reported that we are getting close to wrapping things up with the land and water conservation grant. He stated the City is expecting \$100,000 back from the State and when we get it back we will put it back in the 2008 SPLOST account. Councilmember Ransom stated that the City might have paid something out of the General Fund and if possible we should pull up on accounts payable where the checks went to.

16. Authorize the City Administrator to solicit bids for the re-roofing of the City of Temple Senior Center, with funding to come from 2008 SPLOST program revenues which are expected to be reimbursed to this local government within a few weeks from the Georgia Department of Natural Resources following completion of the Land and Water Conservation Fund project in the City's park. City Administrator Osborne stated to keep in mind what Councilmember Ransom said on the previous agenda item and we will double check on that. Assuming that the money can go back in 2008 this will apply to what he has to say. He stated the leaks on the roof at the Senior Center are getting worse and he has been tracking down some quotes. Sandra Stilwell would like a metal roof, but it will cost almost twice as much as shingle. After some discussion, there was a motion by Councilmember Bracknell to proceed with bids for shingle and architectural shingles, second by Councilmember Walden. Vote 4-0.

17. Accept the proposal from Environmental Labs & Services for the required monthly drawing and testing of water samples from the City of Temple Water System, in order to meet State of Georgia water quality requirements.

City Administrator Osborne stated that each month the City is required to draw and test water samples and the employee who did the samples is no longer with us. Environmental Labs & Services can do the analysis and take it to the State for \$170 per month. There was a motion by Councilmember Bracknell to accept the proposal from EL&S, second by Councilmember Walden. Vote 4-0.

**Council Comments:**

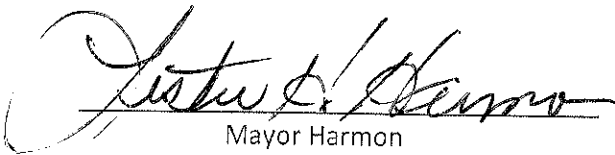
**Richard Bracknell-** Asked about the Staff Christmas party. He also mentioned that donations to the Backpack program have been down the past couple of months. He also mentioned the upcoming Thanksgiving dinner.

**Howard Walden-** Stated that for a while there hasn't been anywhere to put anything for the backpack program. He also mentioned we want to address the Christmas get together.

**Mayor Harmon-** stated he would get a committee of employees together for the Christmas party and he would keep them updated.

**Adjournment:**

There was a motion to adjourn by Councilmember Bracknell, second by Councilmember Walden. Vote 4-0. The meeting adjourned at 7:50PM.

  
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Mayor Harmon

  
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City Clerk