

**City of Temple
Monthly Council Meeting
September 14, 2017 6:30pm
Temple City Hall**

Call to Order:

The meeting was called to order at 6:0PM by Mayor Lester Harmon.

Council Members Present:

Richard Bracknell, Penny Ransom, Todd Rothwell, Howard Walden, Thomas Wallace

Invocation and Pledge of Allegiance

The invocation and Pledge of Allegiance was led by Mayor Lester Harmon.

Approve the published agenda of this date's City Council Meeting, as presented:

There was a motion by Councilmember Bracknell to approve the agenda, second by Councilmember Walden. Vote 5-0.

Public Comments:

none

Approval of Minutes:

August 7, 2017.....Mayor Lester Harmon
There was a motion to approve by Councilmember Walden, second by Councilmember Bracknell. Vote 4-1, Ransom abstained.

August 15, 2017 Special Called Joint Meeting with Planning Commission...Mayor Lester Harmon
There was a motion by Councilmember Bracknell to approve, second by Councilmember Walden. Vote 4-1. Ransom abstained.

Old Business:

1. Updated staff report concerning the City of Temple's activities to reduce the percentage of water purchased from the Carroll County Water Authority from entering this municipality's distribution system through the Rainey Road meter and correspondingly to increase the percentage which comes through the City's other four intake points.

City Administrator Bill Osborne reported that Howard Ray and his group have made some progress with decreasing the water coming through the Rainey Road meter, but there is still work to be done. There have been very few calls from citizens complaining about water pressure.

2. Updated staff report concerning work now underway to produce a current Zoning Map of the City of Temple and a draft copy of a new Future Land Use Map for the City, with the second joint meeting of the City Council and the City Planning Commission scheduled for at 6:00 p.m. Tuesday, September 19, at the Temple Senior Center.

City Administrator Bill Osborne reported that there will be further discussion of the zoning and future land use map at the meeting on Tuesday, September 19th. The goal is to get the zoning map acted on and approved at the October 2nd council meeting. There will be more discussion on the future land use map, they are not looking for action on that in October.

3. Updated staff report concerning a stormwater management problem on Creek Run Place in the Windy Mill residential subdivision.

City Administrator Bill Osborne reported that he was going to get together with Mr. Helton and his neighbors, but that has not been done yet. He does not think the City has a legal obligation to do anything, but agreed there is a problem there. He is going to get the attorney's legal opinion and hopes to come up with something that is agreeable with the citizens, mayor, and council. The Mayor asked that he continue to work on this and report back to the council.

4. Updated report on plans for Founder's Day, to be held on Saturday, September 23.

Councilmember Todd Rothwell said that everything is rolling along with Founder's Day. He hopes to see everyone there. The parade starts at 9:30am and the festivities will follow at the Senior Center; the event will end at 5:00pm.

New Business:

1. Staff report on the Intergovernmental Agreement with the Haralson County Board of Commissioners to enable the City of Temple to receive its proportionate share of funds if the voters approve a countywide Transportation Special Purpose Local Option Sales Tax (TSPLOST) in a referendum on November 7.

City Administrator Bill Osborne reported that he was contacted by the Chairman of the Board of Haralson County Commissioners who said that the City needs to sign an intergovernmental agreement so that we could receive our share of TSPLOST funds. This will give the City almost \$20,000 over five years. The Mayor was out of town and not available to sign the IGA, but Mayor Pro Tem Bracknell signed in his absence.

2. Staff report on the status of the Special Conditional Use Permit approved on October 27, 2016, for Grace City Church, Inc., in the commercial center at 104 Perennial Drive.

City Administrator Bill Osborne reported that special land use permit for Grace City Church expires at the end of October. The Church will appear before the Temple Planning Commission on September 19th to request a new permit.

3. Staff report on the unrestrictive reserve balances for the City of Temple, as reflected in the 2015 and 2016 audits.

City Administrator Bill Osborne reported that at the end of the intergovernmental agreement with Villa Rica, Sarah Hefty put together charts regarding the reserve balances and the City is in better shape this year as opposed to last year.

4. Staff report on Water – Sewer Fund income over the past five years.

City Administrator Bill Osborne reported that the second chart in the book is the five year report. Councilmember Ransom mentioned if anyone were to request a copy of the chart, to get a copy of the memo as well. She stated there was a transfer that made us look a little bit better.

5. Staff report concerning the selection of a CPA firm to prepare the 2017 Audit for the City of Temple.

City Administrator Bill Osborne explained that the council needs to decide what is going to be done about the 2017 fiscal audit. Osborne stated if you want to keep Warren Averett, he thought that would be good and that every 3-5 years you should make a change. Councilmember Ransom questioned whether or not the council decided in 2014 or 2015 that we have to bid it out every three -five years, or if there was a choice. Osborne stated we would look through the minutes and determine what the council approved as far as choosing a CPA firm for the fiscal audit.

6. Staff report on the proposed schedule for development and adoption of the City of Temple's 2018 Fiscal Year budgets.

City Administrator Bill Osborne reported that there will be a budget meeting with Department Heads on Monday afternoon. The goal is to have the council adopt a budget in December. He stated there would be 5-6 work sessions with the council; the first will be Monday October 9th at 5:30pm.

7. Staff report concerning the possible development of an application to the Georgia Environmental Finance Authority (GEFA) for financial assistance through this State agency's grant and loan programs.

City Administrator Bill Osborne reported that he met with a GEFA representative a couple of weeks ago. They are looking to see what types of grants or assistance they may be able to provide the City with. Osborne stated that he would be back with the specifics later.

8. Staff report on a September 6 meeting of representatives of the governments of Carroll County and the municipalities located in Carroll County concerning development of a new State-required Solid Waste Management Plan.

City Administrator Bill Osborne stated that he and the Mayor attending a meeting in Carrollton regarding the solid waste management plan. Ten years ago Temple and Carrollton were the only municipalities not to participate in this plan. If Temple does not want to be a part of the plan, we would have to prepare our own plan. The plan is at the expense of Carroll County. Councilmember Bracknell made a motion to enter into the agreement with Carroll County, second by Councilmember Wallace. Vote 5-0.

9. Staff report on a proposed directional sign to the Sonoco facility on Sage Street , to be located on City property for traffic direction purposes.

City Administrator Bill Osborne reported that the City received a request by Sunoco to put a directional sign up at Sage Street and HWY 113 so that trucks would not cross over the railroad tracks when it is not necessary. City Attorney Mike McRae stated that he did not think a permit would be needed and codes did not think it is a violation so he sees no problem with allowing them to put up the sign. There was a motion by Councilmember Bracknell to allow Sunoco to put up the sign, second by Councilmember Walden. Vote 5-0.

10. Consider approval of a contract to repair the sidewalk adjacent to the Temple Elementary School property.

City Administrator Bill Osborne reported that in front of the elementary school there is a dangerous situation with a sidewalk that needs to be repaired. Contact was made with Charles Pope of the county to see if they could help, but he has not responded. Public Works Director Dwayne Ebehart did get a quote from TJ Lyle of \$12,500 for the repair. Osborne asked if the council would like for them to get more quotes. After some discussion the council agreed that the procurement policy needs to be followed. There was a motion by Councilmember Walden to get bids for this project, second by Councilmember Bracknell. Vote 5-0.

11. Approve a contract services agreement with Ashley Swann for the period of September 12 through December 31, 2017, for services pertaining to Caselle not to exceed 25 hours per month at an hourly rate of \$25.00 and for training of new personnel not to exceed a total of 32 hours at an hourly rate of \$30.00, with funding for both areas of service and for mileage reimbursement to come from the Contingency line item in the Water Distribution budget of the Water and Sewer Fund.

City Administrator Osborne stated that due to issues with our email, he did not receive the contract from the City Attorney's office for this item. The Mayor stated that he was not comfortable with deciding on this without seeing a contract. Councilmember Bracknell made a motion to table this item until the Special Called meeting next week, second by Councilmember Walden. Vote 5-0.

12. Report by the City Attorney's Office concerning qualifications of Temple candidates for office.

City Attorney Mike McCrae stated there was no reason to appoint City Clerk Kristin Etheredge as anything, as mentioned in item 13. He stated that there was a challenge raised against Candidate Avanti Helton and that a hearing will have to be conducted to determine his qualifications. He stated that we would use a hearing officer to determine whether or not he is qualified. The Mayor stated that when he was challenged in 2009 that the County handled this appeal and he thinks it should be handled through the County, not the City. Mr. McCrae explains that the intergovernmental agreement with the county states that the City Attorney should handle this. The Mayor said it was the same IGA from when he was challenged. Councilmember Ransom also expressed concerns about the City being involved in this and there being a conflict of interest. Councilmember Rothwell questioned who would be the hearing officer, who pays for that and what the approximate cost would be. McCrae explained they would hire one and the City would pay; the attorney charges \$155 an hour and hearing officers are probably more. He estimated that there would be at least 7 hours for the preparation and hearing; that is without an appeal. There was a motion by Councilmember Bracknell to appoint a hearing officer, second by Councilmember Wallace. Vote 4-1, Ransom abstained.

13. Adopt a resolution to appoint City Clerk Kristin Etheredge to conduct a qualification hearing regarding candidates for office.

This was covered in item number 12. It was determined that there was not a need to adopt a resolution.

14. Report by the City Attorney's Office concerning development of a Social Media policy for City of Temple government personnel.

City Attorney Mike McCrae explained that there has been some question as to whether or not the City needs a policy regarding social media and that any policy that would help govern people to work in an appropriate fashion would be an appropriate thing to consider. He suggested that we see if GMA had any policies that we could use. Councilmember Ransom stated that there is a social media policy in the employee handbook, but that it might need to be updated. Councilmember Walden suggested that Mr. Osborne get something from GMA.

15. Recommendation of an individual to fill the Utility Billing Clerk (Accounting Technician) position in the Finance Department at City Hall.

Mayor Harmon stated that several candidates were interviewed for this position and that he is recommending Samantha Knight. There was a motion by Councilmember Bracknell to hire Ms. Knight, second by Councilmember Walden. Vote 5-0.

16. Approve a job description for the position of Code Enforcement Officer in the Administration Department, and to establish one job slot in said position.

City Administrator Bill Osborne stated that we need a job description and we need to create one job slot since the Intergovernmental agreement with Villa Rica ended, and Code Enforcement was part of this. He proposed adopting the Villa Rica job description and modifying it as needed. Councilmember Ransom stated that the City should have a current job description and wanted to know if the pay scale would be changing as well. She also questioned if this was in this year's budget. After a lengthy discussion, there was a motion by Councilmember Bracknell to accept the job description and create a pay scale, second by Councilmember Walden. City Attorney Mike McRae added that you should vote your intention. You have to develop a job description and determine if it is done by ordinance. Vote 5-0.

17. Recommendation of an individual to fill the Code Enforcement Officer position in the Administration Department at City Hall.

Mayor Harmon stated that he is not prepared to appoint anyone to this position at this time.

Closing Comments:

Councilmember Bracknell- He is glad everyone is safe from the storms.

Councilmember Rothwell- He hopes to see everyone at Founder's Day.

Councilmember Walden- He asked when a codes enforcement person could be hired. He said he thought we should keep Ricky Watts on board and keep him on a contract. Mayor Harmon stated that he appoints all employees, and Mr. Watts will be interviewed.

Councilmember Ransom- Thanked all of the candidates who qualified, she offered her sympathy and support.

Chief Lee- gave out the police department report to the councilmembers

Joe Wilson- gave an update on the work the Rec Department has been doing. On the walking trails they have repaired and stained the broken bridges. Some trees had fallen and those were cleared off. With the help of the work detail, they are going to try to clean the trails twice a week. The playground was pressure washed and new wood chips were added.

Adjournment:

There was a motion to adjourn by Councilmember Bracknell, second by Councilmember Walden. Vote 5-0. The meeting adjourned at 8:21PM.

Mayor Harmon

City Clerk