

**CITY OF HAHIRA**

**WORKSESSION**

**OCTOBER 2, 2018**

**6:00 P.M.**

**COURTHOUSE**

The Mayor and Council met for a Work Session on October 2, 2018 with Mayor Bruce Cain presiding.

**PRESENT:** Mayor Bruce Cain, Councils: Kenneth Davis, Patrick Warren and Mayor Pro Tem Mason Barfield. City Manager Jonathan Sumner, City Clerk Lisa Mashburn, Fire Chief Dwight Bennett, PW Director Donnie Warren and Police Chief Terry Davis. Councilman Terry Benjamin was not present.

**REVIEW/CORRECTION OF MEETING MINUTES:**

- A. SEPTEMBER 4, 2018 WORK SESSION**
- B. SEPTEMBER 6, 2018 COUNCIL MEETING**

The Mayor asked if anyone had any had any questions or corrections regarding the minutes. None noted.

**PUBLIC HEARING:**

- A. HA-2014-04 REQUEST BY DR. BEN MOYE FOR AMENDMENT TO PLANNED DEVELOPMENT IN AUDUBON HEIGHTS SUBDIVISION (PLANNING AND ZONING ADMINISTRATOR)**

Matt Martin Planning and Zoning Administrator Matt Martin gave Mayor and Council handouts for discussion and comparison purposes. These are high density single development samples. As requested weeks ago Dr. Moyer would like an amendment to the planned development in Audubon Heights Subdivision and this has been advertised. It was then presented to the Planning Commission and they made a recommendation. The planning commission had a split vote with favor of denial due to density and design set back. Martin stated we must keep in mind that there is a difference in the gross and net density. Martin stated the master plan is zoned R-15 starting back in 2001 and amended at later time. This is request is for single family subdivision, conservation subdivision with more green space. The lots are now proposed less than R-15 with each house about 1200 square foot on smaller lots. Audubon Heights Subdivision is full. The concern is the limited access to the proposed subdivision, there is not much frontage from Stanfill Street. The original plan had 64 apartments with 8 buildings and 8 units in each building with parking around the edge. The proposal is to change it to 21 single family homes. It was redesigned with R-10 lots, 55 foot wide and 80 foot deep, these lots are a lot smaller than Audubon Heights. There would only be 10 foot between buildings. It has a narrow set back on the design, this is not unusual in Valdosta but not in Hahira. The biggest difference would be the overlay approval, special approval because the houses would be close together and the driveways and sidewalks batting up to the curve. Martin reviewed the handouts which showed several neighborhoods in Valdosta. We talked about garden homes but this does not seem like garden homes to me. There is zero lot line development, the house will be on property line on one side. This is different because it is not townhomes or duplex. This is

a lot to look at we can discuss this on Thursday night. There was then discussion about parking, who enforces the number of vehicles allowed in planned development. Martin stated this would be in the planned development, master plan and would stipulate in houses the number of cars that can be parked at the house.

**B. ANTI-LITTER ORDINANCE (FIRST READING-CITY MANAGER)**

City Manager Sumner stated that this is to modify the construction site anti liter amendment. This is required for MS4 permitting and it has been reviewed by the City Attorney. This is something required of all urban areas starting about 4 years ago. This will require monitoring of liter on construction sites; construction site waste. If this can be voted on unanimously on Thursday night then it will be adopted and sent off to the EPD and satisfy this part of the MS4.

**C. FY19 BUDGET FINAL ADOPTION (COUNCIL MEETING-CITY MANAGER)**

City Manager Sumner stated that the FY19 Budget has been advertised as required. This is the final stop Thursday night for the FY19 Budget. We have had no public comments. Does anyone have any questions? None noted.

**REVIEW OF BILLS/BUDGET OVERAGES:**

The Mayor asked if anyone had any questions or concerns regarding the bills. None noted.

**DISCUSSIONS:**

**A. HEALTH INSURANCE (CITY MANAGER)**

City Manager Sumner stated this is an annual process regarding the health care. It is time to look at the renewal amount for budgeting. I am happy to report we have a little wiggle room after receiving the renewal quote. Ronnie Blanton our current insurance agent stated that in 2018 the max per individual was \$7350.00 and now the 2019 max per individual would be \$7,900.00. I think the renewal package enhances benefits for employees. The renewal would be \$2,000 out of pocket cost to employee with low co pays. This will help with hiring new employees. The deductible is \$1,500 with 2,000 out of pocket and emergency room cost of \$250.00. Sumner stated this is a good package and will enhance benefits for the employees. This will include long term disability and Life insurance that is two times the salary of the employee. We have to look out for our employees. Sumner said that he would like to add that the monthly cost per employee would be around \$1,041.00. Sumner stated that he recommends this renewal for the City. The Mayor stated that we did reach out to GMA for insurance hoping it would be cheaper but the out of pocket was more and it was not cheaper. I think UHC is the best plan for the City and the employees.

**B. 2019 MAYORS DAY CONFERENCE (CITY MANAGER)**

City Manager Sumner stated the 2019 Mayor Day Conference will be January 25<sup>th</sup> –January 29<sup>th</sup>. It will be in Atlanta again and the registration is set to be released in a few days. The cost for training per person will be about \$850.00 and the room will be \$185.00 per night. I will need to

know who plans to attend. Councilman Warren, Councilman Davis, Mayor Pro Tem Barfield and Mayor Cain stated they would like to attend.

**DEPARTMENT REQUESTS:**

**A. CLERK'S CONFERENCE (CITY CLERK)**

City Clerk Lisa Mashburn would like to attend the Annual Clerk's Convention at Jekyll Island February 2<sup>nd</sup> to the 6<sup>th</sup>. The cost of training will be estimated at \$325.00 and the room will be about \$150.00 per night. Registration has not been posted yet.

**B. GEORGIA URBAN FOREST COUNCIL ANNUAL CONFERENCE (MDS DAVENPORT)**

MDS Davenport would like to attend the Georgia Urban Forest Council Annual Conference. This is a statewide Conference November 14<sup>th</sup> and 15<sup>th</sup>. The cost of training is \$195.00 and the room is \$150.00 per night.

**C. DOWNTOWN WASTE RECEPTACLES-SPLOST VII (MSD DAVENPORT)**

MSD Davenport would like to replace the waste receptacles/cans in the downtown area. They are falling apart and I think we would need about 8 cans. The total cost would be \$4,340.00 and would be a SPLOST VII expense.

**D. 2019 MEETING AND HOLIDAY SCHEDULE (CITY MANAGER)**

City Manager Sumner reviewed the 2019 Meeting and Holiday schedule for 2019. Changes to the schedule include the January 8 Work session is a later date followed by the January 10 Council meeting. The July Work session has been moved to July 9 due to the holiday and the Council meeting to July 11<sup>th</sup>.

**E. 2018 CHRISTMAS PARTY-DECEMBER 11 (CITY MANAGER)**

City Manager Sumner stated the 2018 Christmas party is set for the December 11, 2018 and it will be at the New Depot. The cost is in your packet.

**F. FY19 RETREAT-FEBRUARY 8 (CITY MANAGER)**

The FY19 Retreat is set for February 8, 2018 which is the first Friday in the month. The time will be from 8:00 a.m. to about 4:00 p.m. Please mark your calendar.

**G. TRACTOR CLUTCH-SPLOST VII (PWD WARREN)**

PWD Warren stated he needs a new tractor clutch for the Big John Deere. The cost is \$2800.00.

**H. POLICE DEPARTMENT RADIOS-SPLOST VII (CHIEF DAVIS)**

Police Chief Davis said that it is time to purchase more Police department radios and the dead line for stopping the old radios is December 31, 2018. The cost will be \$23,893.20 and this is a trade in process. This is a SPLOST VII expense.

**I. AIR PACKS-SPLOST VII (CHIEF BENNETT)**

Chief Bennett stated that he tried to write a grant to purchase air packs that are out of date with no success. The air packs have a 15 year shelf life and ours were purchased in 2013. We will need to discard 12 bottles and the cost to purchase new would be \$857.00 each for a total SPLOST VII expense of \$10,982.00.

**J. FY18 CHRISTMAS BONUSES & EXCESS SICK LEAVE (CITY MANAGER)**

City Manager Sumner stated that for many years this is an annual expense for our employees. We generally disburse to the employees at the Thanksgiving luncheon and we use a formula that was created back in 1984. The employees really appreciate this and it is in the fund for the FY2018 budget.

**K. RECEIPT PRINTER-SPLOST VII (CITY CLERK)**

City Clerk Lisa Mashburn would like to purchase a new receipt printer. The original was purchased in 2008 and she has been sending it for repairs on a regular basis. It is time for a new machine and the cost would be \$1,253.00 and it is a SPLOST VII expense.

**SET SEPTEMBER COUNCIL MEETING AGENDA:**

All items moved to Consent agenda

**SET SEPTEMBER CONSENT AGENDA:**

- Health Insurance
- 2019 Mayors' Day Conference
- Clerks Conference
- Georgia Urban Forest Council Annual Conference
- Downtown Waste Receptacles
- 2019 Meeting & Holiday Schedule
- 2018 Christmas Party-December 11, 2018
- FY19 Retreat
- Tractor Clutch
- Police Department Radios
- Air Packs
- FY18 Christmas Bonuses & Excess Sick Leave
- Receipt Printer

**THE MEETING WAS ADJOURNED AT 7:30 P.M.**

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**Mayor Bruce Cain**

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**City Clerk Lisa Mashburn**