

## Minutes of Hahira Council Meetings for the month of June 2008

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### **HAHIRA CITY COUNCIL WORK SESSION JUNE 02, 2008**

Mayor and City Council met for a Work Session June 02, 2008 at the Courthouse with Mayor Wayne Bullard presiding.

#### **PRESENT:**

Mayor Wayne Bullard, Councils, Mayor Pro Tem Rose Adams, Terry Benjamin, Bruce Cain, Ralph Clendenin, City Manager Jonathan Sumner, Police Chief Terry Davis, Director Donny Warren, Fire Chief Dwight Bennett, Director Chris Stevens, City Clerk Diane Bellflower.

#### **REVIEW/CORRECTION OF MINUTES:**

April 28, 2008 Work Session

May 01, 2008 Council Meeting

There were no comments concerning the minutes.

#### **REVIEW OF BILLS / BUDGET OVERAGES:**

There were no questions concerning the bills.

#### **DISCUSSIONS:**

##### **Hahira Gateway Project – Question and Answer Session (Avery Waldrin)**

Mr. Avery Waldrin expressed to the Mayor and Council his interest in the property which is known as the pick in park area. Mr. Waldrin stated that he is interested in building a supermarket and other stores for this area. He stated that what he wants to create Hahira as a destination area, rather than just another interstate exit. Mayor Pro Tem Adams asked Mr. Waldrin if this project was going to take away from the Downtown area of Hahira, rather than add to it. Mr. Waldrin stated that he hoped the project would enhance Hahira's downtown, linking it to the Interstate. He stated that the project was still in the early phases of planning.

### **Stevenson and Palmer Contract for Upcoming Projects (City Manager/City Engineer)**

City Manager Jonathan Sumner turned this discussion over to City Engineer Ronnie Dudley. Mr. Dudley presented a cost estimate to the Mayor and Council for engineering costs for the City of Hahira. The Mayor and Council had questions and concerns about City Engineering Projects in the future and the cost of these projects. Councilman Clendenin was concerned with the difference in the previous cost estimate that was given for the Nursery and the Winery. Mr. Dudley answered his question, by explaining that the first estimate that was given to Council was only an estimate for the Nursery. The present estimate included the Nursery and the Winery which makes up the difference in costs. Mr. Dudley stated that he hoped to be able to group some of these projects together to be able to save the City of Hahira some engineering costs.

### **Discussion of Manhole Rehabilitation in District 4 (City Manager/City Engineer)**

City Engineer Ronnie Dudley discussed issues of past sewer overflows and

backup problems. He stated that a system leak check was performed by doing a smoke test, and that this test was performed by the Public Works Department. Mr. Dudley recommended that the City perform a manhole rehabilitation project as the next step to ensure that all the leaks have been eliminated. He produced a cost estimate for this manhole rehab project to Mayor and Council. Mayor Pro Tem Adams encouraged Council to consider this project. He stated that this estimate could be tailored to an amount that the City could spend and still repair the problems.

### **Anti Fraud and Capitalization Policies – Mandated by Audit ( City Manager)**

City Manager Sumner stated that there were findings regarding policies that needed to be adopted before completion of the next audit could be done. He asked Council to consider implementation of these policies for better operation of the City.

### **Discussion of Modification of Finance Portion of Code – Mandated by Audit (City Manager)**

City Manager Sumner expressed that unless the budget is amended, the City would be out of compliance with the code. Sumner stated that if the Council votes

to spend money that is not allocated for, the budget would have to be amended to do so, and the budget cannot be amended because the code restricts it.

### **Probation Report (Police Chief Davis)**

Chief Terry Davis reported on probation fines. He expressed to the Mayor and Council the importance of having Probation Officer Jessica Freeman with the City. He explained the amount of money that this brought into the City each month. Councilman Clendenin expressed concern over how much the City has received through collection of these fines. Chief Davis answered these concerns, stating that the City should receive close to \$12,000 this year for probation fines.

### **DEPARTMENT REQUEST:**

#### **Purchase of Truck ( Director Warren)**

Director Warren suggested that the City surplus two of the older trucks in the Public Works Department. Warren also suggested going with Langdale Ford on the purchase of a new truck.

#### **Incode Contract – Modification of Accounting System (City**

#### **Manager)**

City Manager Sumner stated that there are numerous reconciliations that need to be corrected in the Incode System. Sumner stated that the contract will schedule an Incode professional to come in for about a week and work with the system to correct the issues.

#### **Request to Host Clerk’s Luncheon (City Clerk)**

City Clerk Diane Bellflower stated to Mayor and Council that she would like to host a Clerks Luncheon in October for clerks from surrounding cities. She stated that she has been employed with the City for three years and has attended several of these luncheons. She stated that it would be a benefit to the City to host a luncheon in Hahira.

The meeting was adjourned at 9:15 P.M.

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**Mayor, Wayne Bullard**

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**CITY OF HAHIRA  
COUNCIL MEETING  
JUNE 9, 2008  
7:30 PM  
COURTHOUSE**

**PRESENT:** Mayor Wayne Bullard, Councils: Mayor Pro Tem Rose Adams, Terry Benjamin, Ralph Clendenin, Bruce Cain, City Manager Jonathan Sumner, Police Chief Terry Davis, Fire Chief Dwight Bennett, PW Director Donny Warren, PW Director Chris Stevens, City Attorney Rob Plumb, Interim City Clerk Belinda Chappell.

**CALL TO ORDER:** Mayor Wayne Bullard

**Establish Quorum:** Mayor Wayne Bullard

**Pledge of Allegiance:** Mayor Wayne Bullard

Mayor Wayne Bullard asked to have a moment of silence for City Clerk Diane Bellflower who passed away on June 05, 2008. The Mayor stated that Diane was employed with the City of Hahira for three years and she was a very dedicated employee. She will be greatly missed.

**Invocation:** City Manager Jonathan Sumner

**REVIEW/ CORRECTION OF MINUTES:**

April 28, 2008 Work Session

May 07, 2008 Council Meeting

Mayor Wayne Bullard asked for a motion to accept the minutes. **Mayor Pro Tem Adams made a motion to approve the minutes, seconded by Councilman Clendenin, vote was unanimous.**

## REVIEW OF BILLS/BUDGET OVERAGES:

Mayor Wayne Bullard asked if there were any questions concerning the bills. Mayor Bullard asked for a motion to accept the bills **Councilman Cain made a motion to accept the bills, seconded by Councilman Benjamin, vote was unanimous.**

## PUBLIC HEARINGS:

### Ordinance for Modification of Finance Portion of Code Mandated by Audit (First Reading) (City Manager)

City Manager Sumner stated that there was a flaw in code discovered by the City Auditor. He stated that if the expenditures exceeded the revenues, the City would be out of compliance with code. Sumner also stated that no savings can be expended without Council approval. Mayor Pro Tem Adams stated that she would like to wait until the retreat to discuss this matter. Councilman Clendenin agreed with Mayor Pro Tem Adams and stated that he feels that we should wait until the retreat to discuss this issue further. Mayor Pro Tem Adams asked City Manager Sumner if he could assure her that the City would not have to use surplus savings to balance the 2008 budget this year. City Manager Sumner assured her that expenditures are moving so that savings will not have to be used in FY08, and expressed this assurance to Council with a 95% guarantee of accuracy.

Mayor Wayne Bullard asked if there was anyone wishing to speak in favor on this. There was no response. Mayor Bullard asked was there anyone wishing to speak against this. There was no response. This concludes the First Reading.

**Councilman Clendenin asked to make a motion to postpone the second reading until further discussion, seconded by Mayor Pro Tem Adams. Councilman Clendenin, Councilman Cain and Mayor Pro Tem Adams in favor and Councilman Benjamin opposed, motion was carried.**

## CITIZENS TO BE HEARD:

John Bailey 5561 Sumner Road Hahira, Georgia 31632. Mr. Bailey expressed his care and concern for the family of Diane Bellflower and thanked the City for honoring her for her time of service with the City. He also thanked the City and the Fire Department for doing a great job with the property on College Street. Mr. Bailey asked the City to take into consideration filling in the ditch from Francis Street to College Street to Lafayette Street.

## DISCUSSIONS:

### Stevenson and Palmer Contract for Upcoming Projects (City Manager)

City Manager Sumner stated that the contract that was presented to Mayor and Council by the City Engineer at the Work Session was unchanged. Sumner explained that the Winery was in fact going to move forward with development and that they were interested in using the grey water from the City. Mayor Pro Tem Adams was concerned on whether the City will be charging the Winery and the Nursery for the grey water they will be using. Sumner stated that there has been no written communications with the Winery or the Nursery, only verbal discussion. Mayor Pro Tem Adams asked the City Manager to determine the operational costs of the six fresh water wells in the Nursery. Mayor Pro Tem Adams stated that she would like to be clear on who has operational control of this project. City Manager Sumner responded that the City would absolutely have control over its system. City Manager Sumner stated that Mr. Dudley recommended moving forward with all elements of this contract. Mayor Bullard asked for a motion, **Councilman Cain made a motion to approve, seconded by Mayor Pro Tem Adams, all in favor was Councilman Cain, Councilman Benjamin, and Mayor Pro Tem Adams, opposed Councilman Clendenin, motion was carried.**

### Discussion of Manhole Rehabilitation in District 4 (City Manager)

City Manager Sumner stated that this was an additional project that Mayor Pro Tem Adams asked to be considered. Councilman Clendenin stated concerns about the cost of this project. City Manager Sumner responded that there are two components of this project, there was the larger portion and there was the problematic area focused around Stanfill and Lawson Street. Councilman Benjamin stated a concern on whether the City can afford to do this manhole project as well as the project discussed earlier on the Winery and the Nursery. City Manager Sumner responded with the City would have to determine the path of the financing before moving forward with this project. Mayor Bullard asked for a motion, **Councilman Benjamin made a motion to move forward with the design on the manhole rehab, seconded by Mayor Pro Tem**

**Adams, all in favor, Councilman Cain, Mayor Pro Tem Adams, Councilman Benjamin, opposed Councilman Clendenin, motion was carried.**

**DEPARTMENT REQUESTS:**

**Surplus of Back-Up Garbage Truck (Director Warren)**

PW Director Donnie Warren would like to surplus the PW garbage truck. Mayor Bullard asked for a motion, **Councilman Clendenin made a motion to surplus the backup garbage truck and requested '89 model pickup, seconded by Councilman Cain, vote was unanimous.**

**CONSENT AGENDA:**

**Purchase of Truck**

**INCODE Contract – Modification of Accounting System**

**Anti Fraud & Capitalization Policies – Mandated by Audit**

City Manager Sumner explained that Item B on the Consent Agenda was for INCODE to come and modify certain issues identified by the City Auditor for correction within the financial system. Mayor Pro Tem Adams asked what the concern was. Belinda Chappell responded that the Auditor had to make many corrections to close the books each year due to incorrect set up issues when the City's financial system was originally put in place. Mayor Bullard stated that process should correct the books per the Auditor's recommendation. City Manager Sumner stated that the expert that would be dispatched to correct the system was in great demand from INCODE customers across the country, and that timely execution of the contract would ensure the issues would be corrected by September.

Councilman Clendenin asked if there was any resolution to the questions referred to the United States Department of Agriculture on the City's bond ordinances. City Attorney Plumb replied that USDA was waiting on the setup of required accounts for the issuance of a response. City Manager Sumner stated that the accounts were in the process of being set up. Councilman Clendenin asked if separate water and sewer revenue accounts would be set up. Mayor Bullard stated that the purpose of this contract with INCODE was to facilitate compliance with the bond ordinances. Sumner stated that INCODE would set up the accounts per the opinion handed down from USDA. Councilman Clendenin asked again if the requested accounts would be set up. City

Manager Sumner stated that the City would comply with whatever decision was handed down from USDA, and that INCODE personnel would be instructed accordingly for the financial system modifications.

City Manager Sumner stated that Item C on the Consent Agenda included policies that were required by the last audit. There were no questions on this item.

Mayor Bullard asked for a motion to accept the Consent Agenda. **Councilman Clendenin made a motion to accept the Consent Agenda, provided that various separate accounts be set up per the Auditor's findings on the bond ordinances.** Mayor Bullard stated that it was the City's intention to set up the required accounts per USDA's reply to the City's request. **Councilman made a motion to accept the Consent Agenda. The motion was seconded by Councilman Benjamin, vote was unanimous.**

Mayor Bullard asked for a motion to welcome Belinda Chappell as Interim City Clerk until the position can be advertised for, **Mayor Pro Tem Adams made a motion to accept Belinda Chappell as the Interim City Clerk, seconded by Councilman Clendenin, motion**

**was carried.**

#### **REPORTS:**

Councilman Clendenin welcomed Belinda Chappell aboard as Interim City Clerk. He also asked the Council to consider how City volunteer fire fighters can be compensated in pay. He also thanked Fire Chief Dwight Bennett for his good ideas on bio-diesel fuel. He ended with thanking the Police Department for doing a great job.

Councilman Cain thanked all the employees for doing a great job. He also stated that Diane is in all our hearts and our prayers and will be greatly missed by all of us.

Councilman Benjamin stated that Diane will be missed dearly and that he has never been more proud to be a part of the City of Hahira in seeing how staff and Council and everyone came together in a time of need. He asked that we continue praying for the Bellflower family.

Mayor Pro Tem Adams thanked Belinda Chappell for the table decorations during the Georgia Power employee luncheon, and also thanked her for the donation of the table decorations to the City. She also thanked all the Department Heads, and gave a special thank you to Mayor Bullard for putting in many hours with the City and doing a great job.

City Manager Jonathan Sumner stated that all of our thoughts and prayers are with Diane's family. He also thanked all the Department Heads for the tremendous job they do each day.

Mayor Wayne Bullard asked to keep Diane's family in our prayers, he also thanked all the Department Heads for doing an exceptional job. He thanked Belinda Chappell for getting up all the food for the family and carrying it to the Bellflower house.

Mayor Bullard asked for a motion to adjourn. **Councilman Clendenin made a motion to adjourn, seconded by Councilman Benjamin, vote was unanimous.**

Meeting was adjourned at 8:45 P.M.

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**Wayne Bullard, Mayor**

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**Belinda Chappell, Interim City Clerk**

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