

## **Minutes of Hahira Council Meetings for July, 2011**

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### **HAHIRA CITY COUNCIL WORK SESSION July 05, 2011 6:30 P.M. COURTHOUSE**

Mayor and Council met for a Work Session July 05, 2011 at the Courthouse with Mayor Wayne Bullard presiding.

#### **PRESENT:**

Councils: Ralph Clendenin, Mayor Pro Tem Bruce Cain, Terry Benjamin, Rose Adams, City Manager Jonathan Sumner, Police Chief Terry Davis, Fire Chief Dwight Bennett, PW Director Donnie Warren, City Clerk Belinda Chappell.

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

- A.) May 02, 2011 Work Session
- B.) May 05, 2011 Council Meeting
- C.) May 31, 2011 Work Session
- D.) June 02, 2011 Council Meeting

Mayor Bullard asked if there were any questions concerning the minutes. Councilman Clendenin stated the corrections were made that he requested. There were no further corrections from Council.

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

Mayor Bullard asked if there were any questions concerning the bills. Councilmember Adams stated she was concerned with why the bill from G Waste Management was down from the previous billing statements. City Manager Sumner stated the reason for the difference in the billing statement was due to the inert debris and tonnage charges paid to Veolia Landfill which was deducted from the G Waste Management bill each month. Adams stated that the tonnage charges were coded incorrectly and needed to be corrected. Sumner stated the corrections would be made. Councilmember Adams stated there had also been an increase in the bill for G Waste Management from March through June and needed an explanation for the increase. Sumner stated that he would research the increase and report back to Council. Adams stated she noticed a check to Belinda Chappell for transportation and travel to Nashville TN for training for \$580.80 and then another check was made to Belinda Chappell for the same amount, Adams asked what was the reasoning for the second check. Sumner stated the first check was voided due to misplacing the check and a stop payment was made on the first check and the second check was reissued for reimbursement for travel to Nashville for training purposes. Adams asked what the charges

of \$234.48 for guest services were for. Chief Bennett stated the charge was for his Fire Marshall to attend training classes at the National Fire Academy. Adams asked what were Berrien Mobile Tire Service charges for. Director Warren stated that was for John Nettles. Adams asked why the City was paying Gov Deals \$248 dollars. Chief Davis stated that was for selling the surplus vehicles that gov deals charged 7% to post on their web site. Councilman Clendenin asked what the City was paying for tonnage fees to the Landfill, that if it was \$32 per ton, and the landfill was giving the City a cheaper rate, then Griffin should reimburse the City the difference. City Manager Sumner stated he would get with Director Warren, the Finance Clerk and Mr. Griffin to get the questions answered and would report back to Council at the Council meeting Thursday night.

#### DISCUSSIONS:

##### A.) Family Dollar (Greg Ferrell)

A representative for Family Dollar stated to Mayor and Council that the Family Dollar Corporation had asked Mr. Ferrell and the developer to investigate sites in Hahira for a future store, and they had looked at several places and have settled on one site, the site was located in the Gateway District of the City. Mr. Ferrell stated there were some issues with the ordinances that they were having problems complying with. They were having complications with the landscape setback amount required by the City. Ferrell stated that the property was not fully zoned for commercial, that it was part commercial and part residential zoning. City Manager Sumner asked if Family Dollar was looking to purchase the entire portion of the property or part of the property. Mr. Ferrell stated that Family Dollar was only interested in purchasing a portion of the property. Councilman Clendenin asked if Family Dollar would be selling beer or wine in the store. Mr. Ferrell stated no beer or wine sales would be sold in the Family Dollar. Councilman Clendenin asked if Family Dollar would have a problem with the facade requirements on the sides of the building. Ferrell stated that the City of Hahira did not have a definition of facade in the ordinance written, but stated the materials that they would like to use on the building, such as stucco, columns, etc. Ferrell stated that Family Dollar would be willing to extend the streetscape of sidewalks and street lights in the Gateway District. City Manager Sumner stated that the purpose of meeting with Mr. Ferrell about the Family Dollar store was to hear about development before taking it to the planning and zoning committee and that more would be discussed about the Family Dollar in future meetings.

##### B.) Lana Hall request to speak on behalf of the Hahira Historical Society (Councilmember Adams)

Councilmember Adams stated before this item was discussed that she was a member of the Historical Society and would like to recuse herself from the discussion due to any conflict of interest issues. Adams asked the City manager to discuss the issue with the City Attorney to see if she needed to recuse herself from the meeting on Thursday night. Mr. Tim Coombs addressed Mayor and Council on behalf of the Hahira Historical Society. Coombs stated that they had acquired access to the old hospital building for their meetings each month and was requesting for help with the utilities for the building by the City of Hahira in an effort to minimize costs. Mayor Bullard stated that with the CDBG grant, the City could not pay for utilities for any residential or commercial building. Councilman Clendenin stated he felt it would benefit the City to come up with a way to help fund the utility costs for the Historical

Society. City Manager Sumner suggested that the City donate the funds for the utility costs for a year. Sumner stated it would be a donation from the City to a non profit organization. Coombs also asked if the City could investigate the lighting issues on the corner where the building is located. Sumner stated Director Warren would speak to Georgia Power to try and solve the lighting issue. Mr. Coombs thanked Mayor and Council for their time.

#### C.) FY10 Audit Acceptance (City Manager)

City Manager Sumner stated to Mayor and Council that the audit had no substantive changes made and all of the corrections from the June meeting had been made. Sumner stated the audit was complete and was available for Mayor and Council to accept.

#### D.) Agenda Policy (Mayor Bullard)

Mayor Bullard stated this was discussed at the special called meeting. Councilmember Adams stated she thought the City of Hahira had a good agenda policy already written and did not see any need for changes. Mayor Bullard stated if Council was in agreement with the agenda policy on hand, then no changes were needed. Council agreed.

#### E.) Planning Commission Appointment (Mayor Bullard)

Mayor Bullard stated that John Bailey was stepping down from his position on the planning commission and he recommended that Mr. Ted Raker take the position on the planning commission. Mayor Bullard stated he was waiting on a reply from Mr. Raker regarding the position. Councilmember Adams stated she felt Raker would be a good candidate for the position. Mayor Pro Tem Cain stated he had spoken to Mr. Clayton Milligan about the position, and Milligan expressed interest in the position. Councilman Clendenin stated he had spoken to Mr. Greg Fender, who was also interested in the position. Mayor Bullard stated all three names could be voted on Thursday night at the Council meeting.

#### F.) LMIG SFY12 (City Manager)

City Manager Sumner stated to Mayor and Council that the LMIG was formerly called LARP. Sumner stated he had included a list in Council packets of the roads in need of repaving in Hahira. Sumner stated the list included priority streets, so if Council had roads that were not on the list or roads that needed to be moved up to the priority list, then the list could be changed. Councilmember Adams stated she would like to wait until the Thursday night meeting to make changes to the LMIG list. City Manager Sumner stated he needed a priority list from Council to submit to LMIG SFY12.

#### G.) Redistricting (City Manager)

City Manager Sumner stated to Mayor and Council that he had an email exchange with the election supervisor. Sumner stated the 7% variance submitted may not be approved. Sumner stated the goal was a 3% variance between districts. Councilman Clendenin, Mayor Pro Tem Cain, and Councilman Benjamin stated they would like to meet with the City Manager to discuss the redistricting map to be able to come up with the 3% variance between districts.

#### H.) Review of Hahira Travel Policy (Councilmember Adams)

Councilmember Adams stated that when she went through the invoices and the reimbursement checks for travel for Belinda and Paula, that was about \$1300 dollars spent. Adams stated that the City's travel policy stated that when two or more people go to training classes, they should drive one vehicle, that if separate vehicles were driven, it would not be approved for reimbursement. City Manager Sumner stated the rationale behind it was due to insurance coverage for their spouse or significant other, if they had driven the City vehicle they would not be covered by the insurance. Adams stated the City had a travel policy in place and believed the employee's should abide by it. Councilman Benjamin stated that was a special circumstance due to the training being a week long and the employee not wanting to be away from their family for over a week. Adams stated it did not cost any extra for a spouse to spend the night in a hotel room. Councilman Clendenin stated the City needed to abide by the policy or have the policy changed.

#### I.) Dangerous and Ugly Condition of the Stanfill Building (Councilmember Adams)

Councilmember Adams stated to Mayor and Council that the metal was falling off of the building and into the street. Adams stated that was dangerous for the building to be in that type of condition. Adams stated she would like to have the building inspected and have something done about the condition of the building.

#### J.) Cost of Repairs and Progress for the EMT Building (Councilmember Adams)

Councilmember Adams stated to Mayor and Council that she believed that the City Manager had spoken to several people on the costs for repairs on the EMT building and was wondering where the City stood on the progress of repairing the building. Mayor Bullard stated the City was waiting on more bids to be submitted at that time.

#### K.) Road Scraping of Streets in District 4 (Councilmember Adams)

Councilmember Adams stated to Mayor and Council that she was wondering where the Public Works department was on scraping the streets in district 4. Director Warren stated that the blade was being put together for the scraper, and then they could start scraping the streets.

### DEPARTMENT REQUESTS

#### A.) Police Department Server (Chief Davis)

Chief Davis stated to Mayor and Council that about a year ago he had spoke about a records management system for the Police Department which could keep up with the records management for the Courts, etc. Davis stated he had spoken to Robert Mellott, the City's IT professional and he stated that the PD needed a new server to be able to keep up with the records management.

#### B.) Fire Equipment (Chief Bennett)

Chief Bennett stated to Mayor and Council that he would like to purchase two sets of firefighter gear and two sets of boots. Bennett stated he was also requesting three fire pagers for the fire department. Bennett stated he would also like to request that he and three of his officers go to the National Firefighter training classes. Councilman Clendenin asked if there would be any travel expense. Bennett stated the meals are all that would have to be paid for during the training. Councilmember Adams asked what was the total for all of the equipment requested. Bennett stated it would be close to \$5500 dollars. Councilmember Adams asked why the pagers were needed. Bennett stated the pagers were needed for the 911 emergency calls that they receive.

Set July Council Meeting Agenda:

Mayor Bullard stated the items to be placed on the Council meeting agenda will be:

- Ñ°°° **Review Correction of Minutes**
- Ñ°°° **Review of Bills/Budget Overages**
- Ñ°°° **FY10 Audit Acceptance**
- Ñ°°° **Planning Commission Appointment**
- Ñ°°° **LMIG SFY12**

Mayor Bullard stated the items to be placed on the Consent agenda will be:

- Ñ°°° **Historical Society Request for Utility Expense**
- Ñ°°° **Police Department Server**
- Ñ°°° **Fire Equipment**

There being no further business to discuss, the meeting adjourned at 8:00 P.M.

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Mayor, Wayne Bullard

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City Clerk, Belinda Chappell

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**HAHIRA CITY COUNCIL  
COUNCIL MEETING  
JULY 07, 2011  
7:30 P.M.  
COURTHOUSE**

**Mayor and Council met for a Council meeting July 07, 2011 at the Courthouse with Mayor Wayne Bullard presiding.**

**PRESENT:**

**Mayor Bullard, Councils: Mayor Pro Tem Cain, Ralph Clendenin, Rose Adams, Terry Benjamin, City Manager Jonathan Sumner, Fire Chief Dwight Bennett, Director Donnie Warren, City Clerk Belinda Chappell.**

**Call To Order: Mayor Bullard**

**Establish Quorum: Mayor Bullard**

**Pledge of Allegiance: Mayor Bullard**

**Invocation: Councilman Terry Benjamin**

**REVIEW/CORRECTION OF MINUTES:**

- A.) May 02, 2011 Work Session**
- B.) May 05, 2011 Council Meeting**
- C.) May 31, 2011 Work Session**
- D.) June 02, 2011 Council Meeting**
- E.) June 06, 2011 Special Called Meeting**

**Mayor Bullard asked if there were any questions concerning the minutes. City Manager Sumner stated the corrections were made to the minutes. Mayor Bullard asked for a motion. Councilman Clendenin made a motion, seconded by Mayor Pro Tem Cain, vote was unanimous.**

**REVIEW OF BILLS/ BUDGET OVERAGES:**

**Mayor Bullard asked if there were any questions concerning the bills. City Manager Sumner stated the questions that Councilmember Adams had regarding the miscoding on the Veolia portion of the garbage bill was corrected. Sumner stated the amount shown deducted from the Griffin invoices, correspond to the tipping fee tickets sent to the City from Veolia. There were no further questions concerning the bills. Mayor Bullard asked for a motion. Councilman Benjamin made a motion with the amendment stated, seconded by Mayor Pro Tem Cain, vote was unanimous.**

**CITIZENS TO BE HEARD:**

**There were no citizens wishing to be heard.**

**DISCUSSIONS:**

Mayor Bullard asked for a motion to move the discussion of the Hahira Historical Society up to discussions on the agenda. Councilmember Adams made a motion to move the Hahira Historical Society from the Consent agenda to Discussions, seconded by Councilman Clendenin, vote was unanimous.

A.-D.) Removed

E.) Planning Commission Appointment (Mayor Bullard)

Mayor Bullard stated to Council that he needed the nominations for the planning commission appointment. Councilmember Adams stated she would like to nominate Ted Raker for the position. City Manager Sumner stated he had spoken to Mr. Raker and that he expressed he was actively interested in the position. Mayor Bullard asked if there were any other nominations. Mayor Pro Tem Cain stated he would like to nominate Clayton Milligan for the position. Councilman Clendenin stated he would like to nominate Greg Fender for the position. Mayor Bullard asked who was in favor for Mr. Raker to be appointed for the position, Councilmember Adams and Councilman Clendenin were in favor, and Mayor Pro Tem Cain and Councilman Benjamin were opposed. Mayor Bullard broke the tie and went with Mr. Raker for the planning commission appointment.

F.) LMIG SFY12 (City Manager)

City Manager Sumner stated to Mayor and Council that this used to be called the LARP program. Sumner stated a list of streets are submitted to the GDOT for repaving. Sumner stated the list would be submitted by prioritization and he would like to remind Council that GDOT was not bound by priority number one or so on. Sumner stated that GDOT could pick any street on the list as their choice. Sumner asked Council if there were any streets that needed to be added to the list or any on the list that needed to be made a priority street. Sumner stated the list of streets were included in the Council packets. Mayor Pro Tem Cain asked if GDOT chose a shorter street to pave, would they pave more than one street. Sumner stated that GDOT usually only paved one street from the list submitted. Councilman Clendenin stated that N. West Street was really in bad shape and should be a priority street on the list. Sumner stated he had E Stanfill Street at number one, N West Street at number two, and the only two streets eliminated from the list were W Park Street and Sargeant Street. Sumner read the list of streets to be submitted to GDOT for repaving. Mayor Bullard asked for a motion to submit the LMIG priority list to GDOT. Councilman Clendenin made a motion, seconded by Mayor Pro Tem Cain, vote was unanimous.

G.) Hahira Historical Society (City Manager)

Councilmember Adams recused herself from the discussion on the Hahira Historical Society due to her being a charter member of the society and for there to be no reason for a conflict of interest issue. City Manager Sumner stated the Historical Society, a non profit organization, was looking into moving into a building owned by Citizens Community Bank, the former hospital building located on Lawson Street. Sumner stated the Historical Society was requesting help from the City for utility costs. Sumner stated the City was not able to give credit for utility payments, but a

suggestion was made at the Work Session meeting, that the City could make a donation for a years worth of payments to the Historical Society and from the fund; they could pay the utility bill payments each month. Sumner stated the amount donated would be for minimum consumption each month, which would total \$387 dollars for a year. Sumner stated the donation could be made in perpetuity, so it would not have to be voted upon each year. Mayor Bullard asked for a motion. Councilman Clendenin made a motion to donate \$387 a year to the Hahira Historical Society, seconded by Councilman Benjamin, vote was unanimous.

#### **CONSENT AGENDA:**

- A.) Moved to Discussions**
- B.) FY10 Audit**
- C.) Police Department Server –SPLOST VI**
- D.) Fire Equipment-SPLOST VI**

Mayor Bullard asked for a motion to accept the consent agenda. Mayor Pro Tem Cain made a motion, seconded by Councilman Benjamin, vote was unanimous.

Mayor Bullard read the proclamation for Agnes Butler Williams.

#### **REPORTS:**

Councilperson Adams stated that the donation made to the Hahira Historical Society was for the purpose of a historical museum for Hahira. Adams stated that the Historical Society would be asking citizens of Hahira and Lowndes County for donations of items to go into the museum. Adams stated she appreciated the vote from her fellow Council members for the donation to help with the utilities of the museum. Adams thanked Councilman Clendenin for his contribution in coming up with a way to donate the money to the museum. Adams thanked the citizens for attending the meeting and the Williams family for the birthday proclamation. Adams thanked Councilman Clendenin for the effort in recording the past meeting minutes and transferring them over from cassette tapes to cd.

Councilman Benjamin thanked everyone for attending the meeting. Thanked the citizens of district one for the opportunity to serve. Benjamin stated he attended the GMA conference in Savannah and would be discussing some of the information that he gained while at the conference in future meetings. Benjamin thanked all the departments for doing a great job day in and day out. Benjamin thanked the City manager and the City Clerk for a job well done and stated it was a pleasure to work with the Mayor and his fellow Council members.

Mayor Pro Tem Cain thanked everyone for attending the meeting and thanked all the departments for doing a great job for the City. Cain thanked Director Warren for a great job of working with all the storms that Hahira has had in the past, as well as the Police Department and Fire Department. Cain thanked Sharon, the PW secretary for helping at the front office. Cain



thanked the City Clerk and Finance Clerk for doing a great job. Cain stated he had heard some great comments about Hahira's Fire Department and helping with the fires in other areas in the past. Cain thanked his fellow Council members, the City Attorney, the City Manager, City Clerk, and Mayor for the great job they do for the City, day in and day out.

Councilman Clendenin thanked everyone for attending the meeting, and a special thanks to the Boy Scout who attended the meeting. Clendenin complimented Councilmember Adams for taking special interest in Downtown Hahira and keeping it beautiful.

City Manager Sumner thanked the Mayor and Council for the opportunity to serve and the department heads for the good work that they do for the City, as well as, the City Clerk and Finance Clerk for the work they do each day. Sumner stated he had a very educational trip in Savannah at the GMA conference.

Mayor Bullard thanked everyone for attending the meeting and a special thanks to the Boy Scout for his interest in attending the meeting. Mayor Bullard stated he appreciated all the hard work that all of the staff put in for the City of Hahira. Mayor Bullard thanked Councilman Clendenin for transferring the meeting minutes over to cd. Mayor Bullard asked for a motion to adjourn. Councilmember Adams made a motion, seconded by Councilman Clendenin, vote was unanimous.

There being no further business to discuss, the meeting adjourned at 8:15 P.M.

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Mayor, Wayne Bullard

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City Clerk, Belinda Chappell

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