

**HAHIRA CITY COUNCIL
WORK SESSION
JANUARY 3, 2012
6:30 P.M.
COURTHOUSE**

Mayor and Council met for a Work Session January 3, 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 Lisa Mashburn.

REVIEW/CORRECTION OF MINUTES:

- A) November 28, 2011
- B) December 1, 2011

REVIEW OF BILLS/OVERAGES:

Councilmember Adams had a question regarding the Adel Ice Company bill in the amount of \$1200.00. City Manager Sumner stated that The Station and Astro Exterminating donated the money to the City to pay for the snow.

DISCUSSIONS:

LEASE RFP FOR ODUM BUILDING FITNESS SPACE

Councilmember Adams stated that the building was donated by the Odum Family and was now owned by the City. She then stated that the City needed new business to locate there. She stated that a lot of residents are disappointed by the gym closing, and that she felt the City needed to put out an RFP for a new gym business for the City. City Manager Sumner stated that the City could put out RFP for that purpose. He then stated that the old sign needed to be removed. Mayor Pro Tem Cain then asked if all paperwork for the building had been signed. Sumner then stated that all the paperwork was signed, but that the City needed to obtain a key. He stated that Mr. Odum would maintain an office space on the second floor for the next 12 months.

PURCHASE OF TICKETS FOR BIRD SUPPER

City Manager Sumner stated that it was time to purchase tickets for the Annual Bird Supper in Atlanta on February 1st. He stated that the price of the tickets would be \$50.00 each. He stated that he had spoken to Chief Davis and that they recommended that the Mayor/Council attend but that staff would not attend this year to save money. He praised the accessibility of the City's representatives and

senator. Mayor Pro Tem Cain and Mayor Bullard stated that they would attend. Councilmember Benjamin stated that he would check to see if he would be available to attend and let City Manager Sumner know later that week.

TRANSPORTATION ENHANCEMENT ENGINEERING RECOMMENDATION

City Manager Sumner stated that at the last meeting Mayor Pro Tem Cain, Councilmember Clendenin and himself were designated to review the bids and score them. He stated that they met in December 2011 and recommended that Ingram and Associates be chosen to complete the job.

CDBG ENGINEERING RECOMMENDATION

City Manager Sumner stated that the ad for the RFP appeared in the Valdosta Daily Times as needed. He stated that the City received a total of eight proposals. He stated that he needed to have a committee meet on Wednesday or Thursday to review and score them before the Thursday night meeting. It was then decided that City Manager Sumner, Mayor Pro Tem Cain and Councilmember Benjamin would set up time to meet and review the proposals. Councilmember Adams stated she would make arrangements to attend in the event Councilmember Benjamin could not attend.

GMEBS INFORMATION UPDATE, ORDINANCE, AND AGREEMENT

City Manager Sumner stated that this was a standard ordinance that was needed periodically for membership and insurance with GMA. He stated that hundreds of other Cities in Georgia are members and that this was to update information in general. He then stated that it had been reviewed by the City Attorney. Sumner then recommended a Public Hearing and execution of the Ordinance on Thursday night.

RESOLUTION TO ADOPT SHORT TERM WORK PROGRAM

City Manager Sumner stated that this was previously presented by Matt Martin and that he was made available for questions. He stated that he needed action to adopt and execute the resolution that would then be sent to Department of Community Affairs.

DEPARTMENT REPORTS:

CLERK'S CONFERENCE

City Clerk Lisa Mashburn stated that she would like to attend the annual clerk's training in Athens on February 5, 2012 to February 7, 2012. She stated that the cost for classes would be \$360.00 and that the classes she would like to take are marked on the list. This will help to achieve clerk certification.

TRAFFIC ENFORCEMENT UNIT

Chief Terry Davis stated as previously discussed that he would like to start a traffic unit for I-75. He presented Council with the cost estimates for equipment and personnel that he would need to get started. Mayor Pro Tem Cain asked if he would pull two employees from the City patrol and Davis

stated that he would hire two new officers for the I-75 traffic unit. He stated that they would be trained especially for this work. Chief Davis then stated that the proper signs were posted on December 16, 2011 and that they could start running radar on January 16, 2012. Councilmember Clendenin stated that he would like to postpone this item until next month. Mayor Pro Tem Cain then stated that he did not want to postpone until next month. Councilmember Adams stated that it was not the responsibility of the Police Department to bring in revenues for the City and that she would like to talk the people in her district about this. She then stated that she would like to postpone this item also. Mayor Pro Tem Cain stated that Mayor/Council started talking about this issue for months, concerning the annexation of property in that area and the patrol as a secondary effect.

SALARY STUDY UPDATE

City Manager Sumner stated that four years ago they tried to close the loop on salaries by doing a salary classification study to fall into place with the rest of Georgia. He stated that in 2008 the implementation funds were not available. He then stated the City now has two consecutive audits with surplus to implement the results of this study and to update the salary classifications. He stated that the update would cost \$1750.00 after negotiation with the Carl Vinson Institute. He then stated that the vote would be to update the salary study, and that any implementation of its recommendations would come in a separate vote. Councilmember Benjamin then stated that it was an eye opener when he reviewed it previously. He then stated that he felt the salaries were an issue for the City and that this would help clarify employment turnover. He then stated that he was curious as to where the City would stand and that this study by the Carl Vinson Institute would give the City a chance to see where it stood. Councilmember Adams then asked if the City's salaries were posted on the DCA website. Councilmember Clendenin then stated that it was on the web site, and that the City is about average. City Manager Sumner then stated again that the Carl Vinson market data info would be very valuable information not contained in DCA's salary information. He then referred to the City's \$330,000 surplus last year, crediting the department heads for the savings.

SET JANUARY COUNCIL MEETING AGENDA

Mayor Bullard then stated Public Hearing for

GMEBS Information Update, Ordinance and Agreement

Mayor Bullard and Council stated that items to be placed on the Council meeting agenda would be:

Engineering Recommendation

Traffic Enforcement

Mayor Bullard and Council stated that items to be placed on the Consent agenda would be:

Lease RFP for Odum Building Fitness Space

Purchase of Tickets for Bird Supper

Transportation Enhancement Engineering Recommendation

Resolution to Adopt STWP

Clerks Conference

Salary Study Update

Meeting Adjourned at 7:00 p.m.