

Minutes of Hahira Council Meetings for the month of November 2008

**HAHIRA CITY COUNCIL
WORK SESSION
NOVEMBER 3, 2008
6:30 P.M.
COURTHOUSE**

Mayor and Council met for a Work Session November 3, 2008 at the Courthouse with Mayor Wayne Bullard presiding.

PRESENT:

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

SPEAKER: Gary R. Zeigler and Tommy Griffin with Zeigler Accounting.

REVIEW/CORRECTION OF MINUTES:

September 22, 2008 Budget Workshop V

September 29, 2008 Budget Workshop VI

October 6, 2008 Work Session

October 9, 2008 Council Meeting

Mayor Bullard asked if there were any questions concerning the minutes. There were no questions concerning the minutes.

REVIEW OF BILLS/BUDGET OVERAGES:

Mayor Bullard asked if there were any questions concerning the bills. There were no questions concerning the bills.

PUBLIC HEARING:

Consideration of FY2009 Budget (City Manager)

City Manager Sumner stated to Mayor and Council the budget had no changes from the budget that was preliminarily approved by Council on September 29, 2008. Sumner stated the budget included all the cuts that were made in the preliminary budget. Sumner stated to Mayor and Council there was a Public Hearing scheduled for October 6, 2008 at the Council Meeting to formally adopt the budget.

DISCUSSIONS:

FY 2007 Audit (Gary Zeigler / Tommy Griffin)

Tommy Griffin presented to Mayor and Council the FY 2007 Audit. Griffin stated the details of the Audit and asked if there were any questions concerning the Audit. Councilman Clendenin stated he was concerned if the Proprietary Fund had been reimbursed. Griffin stated the Proprietary Fund had been reimbursed and the details were explained in the Audit. City Manager Sumner stated if there were no questions concerning the Audit, Council would have the opportunity to approve it on Thursday night at the Council Meeting.

Fines and Forfeitures (Councilman Clendenin)

Councilman Clendenin stated to Mayor and Council he had received information on bond forfeitures and stated he had a better understanding of the fines and forfeitures. Chief Davis stated if the City did not increase the fines, the fines received would be significantly less in the upcoming year. Clendenin stated if the City wanted to increase the fines, it should not be misleading by saying the fines received would be going to the State. Mayor Bullard stated the City was going to leave the fines and forfeitures as voted on in the past Council meeting. Councilman Benjamin stated he was concerned if the fines had been increased since they were voted on. Chief Davis responded that the software used in the Police Department had to be implemented to be able to increase the fines and start receiving the increased amount. Mayor Pro Tem Adams stated she was concerned if the City of Hahira was in line with other cities on the fines and forfeitures received. Chief Davis responded that Hahira was in line with some cities but lower than other cities as well. Chief Davis stated he does a survey every few years to try and stay uniform with other cities on their fines and forfeitures.

Purchase of Back-Up Server (Councilman Clendenin)

Councilman Clendenin stated to Mayor and Council the City needed to purchase an additional back up server for City Hall in the instance the server the City was currently using was destroyed as it was in March of 2008 when the City lost all operating privileges for about two weeks. Clendenin stated no water payments could be received, no payroll checks could be written, as well as, numerous other job related issues could not be done, without the use of the server. Clendenin stated the additional server needed to be placed in a separate location other than City Hall in case of a natural disaster; the City would be able to continue operating. City Manager stated he would check with Robert Mellott, who the City has a contract with on the computer issues and see if he can get a quote for the additional server.

Volunteer Christmas Party (City Manager)

City Manager Sumner stated to Mayor and Council it was time for the Christmas Party for the Volunteers of the City. Sumner stated a venue needed to be decided on and a menu for the Volunteer Christmas Party. Sumner stated the question was brought to his attention, if the volunteer and the employee Christmas parties should be held together. Councilman Benjamin stated he thought the two parties should be held separate, to not take away from the employees or the volunteer's appreciation for their hard work. Mayor and Council agreed.

Discussion of Sanitation Service (Mayor Bullard)

Mayor Bullard stated he would like to check into getting bids to contract out the sanitation service for the City of Hahira. Mayor Bullard stated the expense of the City keeping the service was increasing. City Manager Sumner stated he would look into getting bids from several sanitation companies and would have the bids ready for Council at the next Council Meeting in December.

Red Flag Ordinance- Mandated by Federal Trade Commission (City Manager)

City Manager Sumner stated to Mayor and Council the Red Flag Ordinance was an ordinance that encouraged the City to treat proprietary information, such as credit card, drivers license, and social

security number information private. Sumner stated the ordinance was mandated by the Federal Trade Commission, but also stated that the City was already utilizing this policy.

Marshal Street – Brigman Cabinets

Mayor Bullard stated Brigman Cabinets had not been paying taxes on a section of property a building had been built on in the past. Mayor Bullard suggested the City doing a quick claim deed and let Brigman have the section of property. Councilman Benjamin stated this issue had been done in a past Council meeting. City Manager Sumner stated he would search the past minutes and find out if the issue had been taken care of in the past.

DEPARTMENT REQUEST:

City Employee Christmas Party (City Manager)

City Manager Sumner stated it was time for the Employee Christmas Party and he had spoken with D.K. Hollis about using his barn to have the party this year. Sumner stated our City Clerk had called and spoken with Carters Catering about catering the party. Sumner stated Public Works was selling scrap iron to accommodate some of the expense of the party. Sumner stated to Mayor and Council the party was scheduled for December 11, 2008 and directions would be with the payroll checks before the party.

Purchase of Uniforms (Chief Davis)

Chief Davis stated to Mayor and Council that each year the Police Department ordered uniforms for the Police Officers. Davis stated he had emailed several uniform companies for quotes and received responses back from only two companies. Davis stated for 36 pairs of pants and 36 shirts, the cost would be \$ 2,660 dollars from Command Uniforms. Davis stated he had ordered from Command Uniforms in the past, and he had been pleased.

There being no further business to discuss, the meeting adjourned at 7:50 P.M.

Mayor, Wayne Bullard

City Clerk, Belinda Chappell

**7:30 P.M.
COURTHOUSE**

Mayor and Council met for a Council Meeting November 6, 2008 at the Courthouse with Mayor Wayne Bullard presiding.

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

CALL TO ORDER: Mayor Wayne Bullard

ESTABLISH QUORUM: Mayor Wayne Bullard

PLEDGE OF ALLEGIANCE: Mayor Wayne Bullard

INVOCATION: Mayor Pro Tem Adams

REVIEW/CORRECTION OF MINUTES:

September 22, 2008 Budget Workshop V

September 29, 2008 Budget Workshop VI

October 6, 2008 Work Session

D.) October 9, 2008 Council Meeting

Mayor Bullard asked if there were any questions concerning the minutes. There were no questions concerning the minutes. Mayor Bullard asked for a motion to accept the minutes. Councilman Clendenin made a motion, seconded by Councilman Benjamin,

vote was unanimous.

REVIEW OF BILLS/BUDGET OVERAGES:

Mayor Bullard asked if there were any questions concerning the bills. Mayor Pro Tem Adams stated she had questions concerning the bills, but she had spoken to the City Manager and he had clarified her concerns. Mayor Bullard asked for a motion to pay the bills. Mayor Pro Tem Adams made a motion, seconded by Councilman Cain, vote was unanimous.

PUBLIC HEARING:

Consideration of FY2009 Budget (City Manager)

City Manager Sumner stated to Mayor and Council the FY2009 budget. Sumner stated there had been six budget workshops prior to completing the FY2009 budget, a preliminary approval of the FY2009 budget per the code, and the FY2009 budget was advertised in the Valdosta Daily Times per the requirements, as well as, a copy of the preliminary approved FY2009 budget was available to the public in the front office of City Hall for review. Mayor Bullard asked if there was anyone wishing to speak in favor or against the FY2009 budget, there was no response from the public.

Mayor Bullard asked for a motion to approve the FY2009 budget. Mayor Pro Tem Adams made a motion, seconded by Councilman Cain, vote was unanimous.

Red Flag Ordinance- First Reading (City Manager)

City Manager Sumner stated to Mayor and Council this Ordinance was mandated by the Federal Trade Commission that required all utilities to closely monitor the information received that included, drivers license, social security numbers, and other private information. Sumner stated the City was already utilizing this policy and would continue. Mayor Pro Tem Adams stated to the City Attorney Rob Plumb that she was concerned if everything was in order related to the Red Flag Ordinance. Mr. Plumb responded that he had reviewed the Ordinance and everything was in order. Mayor Bullard asked if there was anyone wishing to speak against or in favor of the Red Flag Ordinance, there was no one wishing to speak.

Mayor Bullard asked for a motion to accept the Red Flag Ordinance. Councilman Clendenin made a motion, seconded by Councilman Benjamin, vote was unanimous.

CITIZENS TO BE HEARD:

Mr. Freeman Rivers residing at 204 S. Lowndes Street Hahira GA. 31632. Mr. Rivers addressed Mayor and Council with the issue of the recycling location at the City barn. Mr. Rivers was concerned with the hours of operation of the barn. Rivers stated the hours of operation needed to be extended due to citizens getting off of work in the afternoons and it being closed, as well as, being closed on Saturdays.

Mr. Carmine Punziano residing at 620 E. Main Street Hahira, GA. 31632. Mr. Punziano addressed Mayor and Council with a petition signed by citizens of Hahira concerning the issue of no sidewalks for the school children to walk to and from school. Mr. Punziano stated there were no sidewalks on E. Main from College to Hagan Bridge and from Hagan Bridge to Grace Street. Punziano stated this was a safety issue for our school children and this needed to be considered.

DISCUSSIONS:

FY2007 Audit (City Manager)

City Manager Sumner stated to Mayor and Council that Tommy Griffin with Gary R. Zeigler P.C. presented the FY2007 audit on Monday night at the Work Session and there had been no questions or comments received. Sumner stated the audit would be printed and Council would receive a copy if approved, and if there were no questions or concerns. Mayor Pro Tem Adams stated Gary R. Zeigler and Tommy Griffin did a very good job on completing the audit. Councilman Clendenin agreed the audit was well presented.

Mayor Bullard asked for a motion to accept the FY2007 audit. Councilman Benjamin made a motion, seconded by Councilman Cain, vote was unanimous.

REMOVED

Purchase of Back Up Server (Councilman Clendenin)

Councilman Clendenin stated to Mayor and Council the City needed to purchase a back up server for City Hall and take the existing server to a different location in case of a disaster. Clendenin stated that City Manager Sumner had received three quotes for an additional server and that

Sumner could make the decision of which server to purchase for the City. Sumner stated that SPLOST VI could pay for the new server under capital office equipment.

Mayor Bullard asked for a motion to purchase the back up server. Councilman Clendenin made a motion, seconded by Mayor Pro Tem Adams, vote was unanimous.

Moved to Consent Agenda

Removed

Marshall Street (Brigman Cabinets)

City Manager Sumner stated to Mayor and Council the taxes were not being paid on the property regarding Brigman Cabinets on Marshall Street. City Attorney Rob Plumb requested doing a quick claim deed on the property. City Manager stated the process could be started by sending out notices to the adjoining property owners of the closing of Marshall Street and the property owners could notify City Hall with any questions or concerns regarding the closing of the street. This issue would be formally discussed at the December Council meeting.

Mayor Bullard asked for a motion. Councilman Clendenin made a motion, seconded by Councilman Cain, vote was unanimous.

DEPARTMENT REQUESTS:

(Moved to Consent Agenda)

CONSENT AGENDA:

Christmas Parties – Volunteer and Employee

Purchase of Police Department Uniforms

Mayor Bullard asked for a motion to accept the Consent Agenda. Councilman Benjamin made a motion, seconded by Mayor Pro Tem Adams, vote was unanimous.

Swear - In of Officer (Mayor Bullard)

Mayor Bullard swore in Garion Sales as a Police Officer for the City of Hahira's Police Department. Close family members accompanied Mr. Sales as he was sworn in.

Recognition of Service Award (Mayor Bullard)

Chief Davis stated that Gerald Lunger came to the Hahira Police Department in August of 1998 and started as a dispatcher for the Police Department. Davis stated that Lunger was promoted to Lieutenant over the years and presented Lieutenant Lunger with a ten year plaque of service with the Hahira Police Department and thanked him for a job well done.

REPORTS:

Councilman Clendenin thanked all departments for continuing to do a great job and thanked Mr. Punziano for the petition for the sidewalks and thanked all the citizens who attended.

Councilman Cain thanked all the departments for doing a great job for the City, thanked all the citizens for attending the meeting, and encouraged the citizens to attend the monthly meetings.

Councilman Benjamin thanked the citizens for coming, thanked all the departments for doing a great job, congratulated and welcomed Garion Sales as the new Police Officer, congratulated and thanked Lieutenant Lunger for his 10 years of service, and thanked the City Manager for the hard work on completing the budget and also thanked the City Clerk for a job well done.

Mayor Pro Tem Adams thanked Lieutenant Lunger for his 10 years of service to the City of Hahira Police Department, congratulated and welcomed Garion Sales as the new Police Officer, thanked Chief Davis for going the distance and getting the new equipment for the City, thanked Director Warren for getting the urns and mums for the City, and thanked the Mayor for conducting the meetings in a pleasant manner.

City Manager Sumner congratulated Lieutenant Lunger for his service, welcomed Garion Sales to the Police Department, thanked the Council for the opportunity to serve the City for the past 2 years and looked forward to great meetings in the future and encouraged citizens to attend the Mayors Motorcade on December 11, 2008.

Mayor Bullard thanked all the departments for a job well done, congratulated Lieutenant Lunger for his 10 years of service to the City, welcomed Garion Sales to the Police Department and thanked his family for coming and supporting him, invited all the citizens to the Mayors Motorcade.

Mayor Bullard asked for a motion to adjourn. Councilman Benjamin made a motion, seconded by Mayor Pro Tem Adams, vote was unanimous.

Meeting was adjourned at 8:30 P.M.

Mayor, Wayne Bullard

City Clerk, Belinda Chappell

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