

Minutes of Hahira Council Meetings for September, 2009

**HAHIRA CITY COUNCIL
WORK SESSION
AUGUST 31, 2009
6:30 P.M.
COURTHOUSE**

Mayor and Council met for a Work Session August 31, 2009 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, City Clerk Belinda Chappell.

REVIEW/CORRECTION OF MINUTES:

A.) August 3, 2009 Work Session

B.) August 6, 2009 Council Meeting

Mayor Bullard asked if there were any questions concerning the minutes. Mayor Pro Tem Adams stated she would like the August 3rd Work Session minutes regarding the Knox Leadership Conference corrected to state that the Mayor would be attending the conference for the Circle of Excellence training through the Georgia Municipal Association. Mayor Pro Tem Adams also stated she would like for the City Attorney comments to be added to the Work Session minutes. Adams stated she would like to add the rest of her comments to her report at the end of the August 6th Council Meeting minutes and wanted to know if a hard copy of the corrected minutes would be provided to Council. City Manager Sumner stated the corrections would be made and a corrected hard copy of the minutes would be provided to Council at the Council Meeting.

REVIEW OF BILLS/BUDGET OVERAGES:

Mayor Bullard asked if there were any questions concerning the bills. There were no questions concerning the bills. Mayor Pro Tem Adams stated she had a question regarding the bill to the Georgia Department of Labor of \$798 dollars. City Manager Sumner stated he would research the bill and report back to Council. Mayor Pro Tem Adams stated she had a question regarding the charge of \$1044 dollars to Colson Business Systems. City Manager Sumner stated that charge was for the annual contract for service to the copier in the front office.

DISCUSSIONS:

A.) Community Needs (Mike Wells)

Mike Wells residing at 100 South Church Street Hahira Georgia 31632. Mr. Wells addressed Mayor and Council with the question of what was the City Officials greatest needs for the City of Hahira? Mr. Wells stated he was new to the City and wanted to learn more about Hahira and what citizens could do to help

the City they live in. Mr. Wells asked Mayor and Council what was some of the things that they were commonly faced with in the City of Hahira. Councilman Clendenin stated they were faced with the safety of the school kids, due to needing more sidewalks. Councilman Clendenin stated the City needed more organized programs for kids, maybe a group that organized kids activities would be a need for the City. Mr. Wells stated during the summer, he didn't see any of the ball fields being utilized. Wells stated if someone wanted to organize a summer camp for the kids, what steps would need to be taken. Mayor Pro Tem Adams stated the City had several summer camps that kids attended called the Hahira Outreach Corporation, Camp Learn A-lot, and also Teen Explosion. Adams stated the tennis courts were open to the City, as well as, the skate park for the kids and their parents to attend. Mayor Pro Tem Adams stated her concern was that Hahira had older citizens, who are Veteran's, that had no transportation to and from the doctor. Adams stated Hahira needed volunteers to transport the Veterans' to and from their doctor visits. Mayor Pro Tem Adams stated Hahira also needed more organized programs for senior citizens. Adams also stated Hahira needed volunteers for the Meals on Wheels program for the senior citizens. City Manager Sumner stated he could give Mr. Wells a contact name and number for the Angel Food Ministry. Adams stated the Third Thursday events coordinated by Emily Newkirk could always use volunteers for help with the events. Mr. Wells stated he was concerned on where a person would go to get involved in being a volunteer in the City. Mayor Pro Tem Adams stated she would send them to City Hall and the staff there could lead them in the right direction on becoming a volunteer in the City of Hahira. Mr. Wells stated he wanted to know what the common person could do to help the Mayor, Council, and the City of Hahira with the everyday problems they face. City Manager Sumner responded a person could just be involved, state here I am, what can I do to help the City that I live in, and raise my family in, and Sumner stated we would put them in a place that needed volunteers. Councilman Clendenin stated a great way to get involved would be for the citizens to start attending the work sessions and the council meetings to find out what is going on in Hahira. Clendenin stated there was a place on the agenda in the Council meeting that citizens could stand up and speak for 2 minutes and let the Mayor and Council know their concerns. Mr. Wells thanked Mayor and Council for their time and stated he looked forward to talking with them in the future.

B.) Downtown Development Update (Downtown Development Coordinator)

Emily Newkirk, Downtown Development Coordinator for the City of Hahira. Mrs. Newkirk stated the last Third Thursday event had the largest crowd since the event was established. Newkirk stated the event was finally gaining momentum on getting the word out to bring more people into Hahira for the event. Newkirk stated one question that she was asked from individuals was regarding the Hahira website. Newkirk stated Mr. John Adams had maintained the website for the past 15 years for the City of Hahira and had asked her if she would like to take over maintaining the web page for the City. Newkirk introduced Estell Powell who had been working on a shell of a web page for the City free of charge. Mr. Powell stated he would set up the web page for the City of Hahira and also add additional training for the staff for a fee of \$250 dollars and that it could be updated by the staff in City Hall. Powell stated when something needed to be added to the web page, a trained employee of the City would be able to go on the page and update the page for current events taking place in Hahira. Councilman Clendenin stated he was concerned with the security of the web page. Powell responded a person would have to have a username and password to gain access to the site to change data. Mayor Pro Tem Adams stated she would like to know if Emily Newkirk had maintained a web site before in the past. Newkirk responded that she had updated websites before, but not maintained a website. Councilman Clendenin stated he was concerned if Mr. Powell would be available for help after setting up the website. Powell responded he would be available for additional help if needed. City Manager Sumner stated this website would hopefully be available for review for the City of Hahira by January of 2010.

Emily Newkirk presented Mayor and Council with a packet for review on banners and promotional items for the City of Hahira. Newkirk presented an upcoming events memo to Mayor and Council on different events to be held in Hahira and the dates of the events. Newkirk stated with the money raised from the past Third Thursday events and donations from business owners, she would like to put a billboard up on interstate 75 with the Third Thursday advertisement for Hahira. Newkirk stated she had collected \$350 dollars to go toward the billboard and that the Ah Has would be donating money for the billboard as well

as the City paying a portion of the price for the billboard if approved by Council. Newkirk stated she also done a price search for banners for Hahira and found the most inexpensive banner to be \$106 dollars for each banner. Mayor Pro Tem Adams stated she was concerned if the banners would have the 19th century facade on the banner. Newkirk stated the banner would have the 19th century facade look on the banner.

C.) Presentation on Water Meters (Delta/Lanier Municipal Supply)

Mr. Paul Nero and Mr. Bill Krech with Delta/Lanier Municipal Supply presented Mayor and Council with a lengthy presentation on wireless meter systems. Nero stated approximately 90% of the meters the City of Hahira currently had were the Neptune meters. Nero stated about half of the meters were the touch read meters and the others were direct read meters, meaning you had to physically walk to the meter and write down the read off of the meter. Nero stated the City of Hahira could be more efficient and decrease the amount of errors by adding an adaptor to the top of the touch read meters. Nero stated that by adding the adaptor, it would eliminate the amount of human errors from having to physically read the meter and write down the read of the meter and then the read being manually put into the utility software system. Nero stated that by adding the adaptor to the meter, the reads could be downloaded into the utility software system, which would also cut down on the man hours that it was taking to read the meters then enter in the reads from the meter for each utility account. Nero stated with the wireless meter system, the utility clerk had the option of running reports to show which account was high on consumption and could pinpoint it down to the hour of the day that the water was used. Nero stated the report would indicate if the customer had a leak or if the customer had used their irrigation system that day, and what time of day the consumption was used. Nero stated by using the handheld read system, the handheld would tell the employee when reading the meter if the reading was high or low at the instant it was read. Nero stated there were several different options the City could do to improve the meters and to eliminate human error of reading the meters and inputting the meter readings. Nero stated the price of the adaptor for the meters was \$165 dollars and could be used on meters that were no older than 5-7 years old. Nero stated the City could purchase 100 units, the handhelds, the software, and Delta/Lanier Municipal Supply training for \$22,000 dollars.

D.) Water/Sewer Bills (Councilman Cain)

Councilman Cain stated he would like to get the word out to citizens about how much water an irrigation system does actually use when in operation. City Manager Sumner stated a letter was being sent out that explained a lot of frequently asked questions that citizens were concerned about on water usage. Councilman Clendenin stated he was concerned if the City purchased the 100 units of the wireless meters would they be set up in a block area or scattered around the City. Director Warren stated he would rather install them in a block area and not scatter the meters around. City Manager Sumner stated if Mayor and Council decided to replace all the meters throughout the City with the wireless system that it was a SPLOST eligible expenditure.

E.) Golf Cart Ordinance (Councilman Clendenin)

Councilman Clendenin stated he agreed that the golf cart ordinance needed to be amended stating that carts could not drive on Church Street. Clendenin stated the traffic was too dangerous for golf carts to be traveling up and down the street. Chief Davis stated he changed the verbiage of the ordinance saying that golf carts were not allowed to drive up or down Church Street. City Manager Sumner stated to Mayor and Council that he would add the text amendment to the Golf Cart Ordinance to the agenda on Thursday night and have it ready for the Council.

F.) Recycling Center (City Manager)

City Manager Sumner stated to Mayor and Council that he and Director Warren had received several complaints in reference to the recycling center on Hall Street. Sumner stated this location started out as a

recycling center but in fact had turned into a garbage dump for not only Hahira citizens but also citizens who did not live within the City of Hahira. Sumner stated the site was not being used for which the intent that it was created. Sumner stated he needed direction from Mayor and Council on how to handle the issue of the recycling center. Sumner stated there were several different options for Mayor and Council to review regarding the recycling center. Sumner stated the City had no lease with the County on the property located on Union Road. Sumner stated he had made several attempts to contact Joe Prichard with the County and had no response from him. Councilman Benjamin stated he thought the City needed to take back over the site located on Union Road, and move the recycling center to that location. Sumner stated, if Council agreed, he would contact the City Attorney and send the County a letter that stated the City would be taking the recycle center site that was located on Union Road back over.

G.) FY10 Budget Workshop IV (City Manager)

Mayor Bullard asked Council if there were any questions regarding the FY10 budget. Mayor Bullard stated he thought the City Manager had done a wonderful job with the budget and getting the budget to balance. Council agreed the City Manager had done a great job with the FY10 budget and had no questions.

DEPARTMENT REQUESTS:

A.) Car Purchase (Chief Davis)

Chief Davis stated to Mayor and Council that he had contacted two separate Chrysler dealers regarding the new police cars and was told he would be put on their lists and it was possible that he could get the requested cars in ten months. Davis stated he could get a 2010 model Crown Victoria for \$25,000 dollars each.

B.) Rescue Truck Purchase (Chief Bennett)

Chief Bennett stated to Mayor and Council that he could purchase a used rescue truck from Tillman Motors for \$17,995 dollars and would have to add an additional \$7000 dollars to get the rescue truck ready for operation, which would make the total cost of the truck around \$25,000 dollars. Mayor Pro Tem Adams stated she was concerned if the money to purchase these vehicles would be a SPLOST expenditure. City Manager Sumner stated that \$50,000 dollars would come from SPLOST and \$50,000 dollars would come from a USDA loan.

C.) Fall Conference (Director Warren)

Director Warren stated to Mayor and Council he would like to attend the Georgia Rural Water Association conference in Helen Georgia for three days of training in October.

D.) FY09 Cost of Living Increase (City Manager)

City Manager Sumner stated to Mayor and Council the 3% COLA increase was a budgeted item for employees. Sumner stated he would entertain any questions Council may have regarding the COLA increase. There were no questions from Mayor or Council.

There being no further business to discuss, the meeting adjourned at 9:00 P.M.

Mayor, Wayne Bullard

City Clerk, Belinda Chappell

**CITY OF HAHIRA
COUNCIL MEETING
SEPTEMBER 3, 2009
7:30 P.M.
COURTHOUSE**

Mayor and Council met for a Council Meeting September 3, 2009 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, City 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: Councilman Terry Benjamin

REVIEW/CORRECTION OF MINUTES:

- A.) August 3, 2009 Work Session**
- B.) August 6, 2009 Council Meeting**

Mayor Bullard asked if there were any questions concerning the minutes. City Manager Sumner stated the corrections to the minutes had been made. There were no questions concerning the minutes. Mayor Bullard asked for a motion. Councilman Benjamin made a motion, seconded by Mayor Pro Tem Adams, vote was unanimous.

REVIEW OF BILLS/BUDGET OVERAGES:

Mayor Bullard asked if there were any questions concerning the bills. City Manager Sumner stated the question regarding the Department of Labor bill was for quarterly taxes paid to the State of Georgia. There were no questions concerning the bills. Mayor Bullard asked for a motion. Mayor Pro Tem Adams made a motion, seconded by Councilman Clendenin, vote was unanimous.

PUBLIC HEARINGS

- A.) Consideration of Text Amendment to Golf Cart Ordinance (Chief Davis)**

Chief Davis stated to Mayor and Council the ordinance needed an amendment due to the safety of the citizens traveling on South Church Street on golf carts. Davis recommended amending the

ordinance by saying that citizens were allowed to cross South Church Street but were not allowed to travel up and down South Church Street on a golf cart due to the concern for the safety of the Hahira citizens. Mayor Pro Tem Adams stated she was concerned if the current ordinance allowed citizens to cross South Church Street due to the street being a State road in the past. Adams stated since the street was turned over to the City from the State and is considered a City Street now, the ordinance needed amending stating that citizens were not allowed to travel up and down the street in a golf cart but were allowed to cross the street. Chief Davis responded that this was correct. Mayor Bullard asked if there was anyone wishing to speak against the ordinance. There was no one wishing to speak against. Mayor Bullard asked if there was anyone wishing to speak in favor of the ordinance. There was no one wishing to speak in favor. Mayor Bullard asked for a motion. Councilman Cain made a motion, seconded by Councilman Benjamin, Councilman Cain, Councilman Benjamin and Mayor Pro Tem Adams was in favor. Councilman Clendenin was opposed. Mayor Bullard stated there would be a second reading on the Golf Cart Ordinance.

CITIZENS TO BE HEARD:

There were no citizens wishing to be heard..

DISCUSSIONS:

A.) Removed

B.) Removed

C.) Radio Water Meters (City Manager)

City Manager Sumner stated to Mayor and Council that Delta/Lanier Municipal Supply gave a lengthy presentation on the wireless meter system at Monday night's Work Session. Sumner stated the wireless meter system would help to alleviate human error in meter reads. Sumner stated with Council approval, he would like to go ahead and advertise for bids on radio read meters. Mayor Pro Tem Adams stated she was concerned if the meters would be purchased out of SPLOST. City Manager Sumner stated the meters were a SPLOST expenditure. Mayor Bullard asked for a motion to send out for bids on the meters. Councilman Clendenin made a motion, seconded by Councilman Benjamin, vote was unanimous.

D.) Removed

E.) Moved to 6-1

F.) Recycling Center (City Manager)

City Manager Sumner stated to Mayor and Council he had made several attempts to contact the County regarding the recycle site located on Union Road that was owned by the City of Hahira and had no response. Sumner stated the recycle center that was placed adjacent to Public Works for Hahira citizens to use was not working out like the City had hoped for. Sumner stated there had been several complaints from neighbors that reside close to the site located on Hall Street about the eyesore of the recycling center. Sumner stated with the permission of the Council, he would send the County a letter stating the City was going to take back the property located on Union Road. Mayor Pro Tem Adams stated the recycling center on Union Road was leased to the County in 1992 and expired in 1995. Adams stated she was concerned if the City of Hahira had received any money from the County for the use of the land on Union Road. City Manager Sumner stated the City had not received any money from the County for the use of the land. Sumner stated the City did receive a minimal payment for the use of water at the location of the recycling center from

the County. Adams asked the City Manager if he had any success in reaching the County regarding this issue. Sumner stated he made several attempts to try and contact the County and had spoke with the County Manager, who referred him to the Public Works Director who had no information about the site in question. Sumner stated he made several more attempts to contact the County Manager and never received any return phone calls. Adams stated the bottom line was that the City of Hahira had received no satisfaction from the County regarding the recycling center on Union Road. City Manager Sumner stated that was correct. Councilman Cain stated he was concerned if the City Manager had contacted the City Attorney regarding the recycling center and the letter to be sent to the County. Sumner responded the letter was drafted by the City Attorney. City Attorney Rob Plumb stated the lease expired between the City and the County in 1995 and stated the lease read that the owner of the property should give the tenant a 60 day notice before taking back over ownership of the property. Mayor Bullard asked for a motion to send the letter to the County. Councilman Benjamin made a motion, seconded by Mayor Pro Tem Adams, vote was unanimous.

G.) Consideration of FY10 Preliminary Budget (City Manager)

City Manager Sumner stated to Mayor and Council there had been four budget workshops with Mayor and Council and the department heads. Sumner stated the preliminary budget was a result of the budget workshop meetings. Sumner stated the preliminary budget was required to be adopted before September 30th of each year. Sumner stated after the preliminary approval, the budget would go before Council in the next Council meeting for approval of the formal adopted budget. Sumner stated if any additional changes needed to be made to the budget, there was time for that to be done before the preliminary adoption on or before September 30th, 2009. Mayor Bullard asked if there were any questions or comments. Councilman Benjamin commended the City Manager and departments for bringing the budget to balance and a job well done. Mayor Bullard asked for a motion to accept the FY10 preliminary budget. Mayor Pro Tem Adams made a motion, seconded by Councilman Benjamin, Mayor Pro Tem Adams, Councilman Cain, and Councilman Benjamin was in favor, Councilman Clendenin abstained from voting, motion carried.

DEPARTMENT REQUEST:

A.) Car Purchase (Chief Davis)

City Manager Sumner stated to Mayor and Council that items A and B were originally discussed with trying to go through USDA to get a grant money and loan money to help with the purchase of the new police vehicles and the rescue truck for the Fire Department. Chief Bennett stated he received a report from USDA and stated that at the time there was no money available for this type loan. Chief Bennett stated USDA advised him that there was no money available for things such as vehicles or equipment at the time. Bennett stated there were approximately 30 to 40 departments ahead of Hahira trying to get a grant with USDA. City Manager Sumner stated there was money in SPLOST to purchase these items, but he didn't recommend spending the entire \$100,000 dollars on the equipment. Chief Davis stated to Mayor and Council he had done research on police cars in Kansas and stated he could purchase two vehicles for the Police Department for \$25,000 dollars. City Manager Sumner recommended purchasing two police vehicles instead of the original three that were discussed earlier with Council, due to the amount of available money in SPLOST. Mayor Pro Tem Adams stated she was concerned with how much money the City was spending just to maintain the vehicles the Police Department was currently using and that she thought this was a wise decision to make on purchasing the new vehicles from Kansas. City Manager Sumner recommended with Council approval to surplus the old police cars to help pay for the new cars. Chief Davis stated the money that the City could get out of surplus of the old vehicles could help pay for the new police vehicles to be equipped properly. Mayor Pro Tem Adams asked Chief Davis what kind of shape was the meal on wheels vehicle currently in. Davis stated the vehicle was not in good shape at all. Davis stated he could keep one of the best vehicles he had and give that to the meals on wheels to use and surplus the vehicle that was

currently being used for that program. Mayor Bullard asked for a motion to purchase two cars for the Police Department. Councilman Benjamin made a motion to purchase the 2 new police cars and surplus the old police cars, seconded by Councilman Cain, vote was unanimous.

B.) Rescue Truck Purchase (Chief Bennett)

Chief Bennett stated to Mayor and Council he received a report from USDA and stated that at the time there was no money available for this type grant. Chief Bennett stated USDA advised him that there was no money available for things such as vehicles or equipment at the time. Bennett stated there were approximately 30 to 40 departments ahead of Hahira trying to get a grant with USDA. Bennett stated he had found a rescue truck at Tillman Motors for \$ 17,995 dollars. Bennett stated the truck would need to be equipped for the Fire Department which would cost an extra \$7000 dollars to make it rescue ready for the Fire Department. Bennett stated to Mayor and Council the total cost for the rescue truck would be approximately \$25,000 dollars. Mayor Bullard asked for a motion to purchase the rescue truck. Councilman Clendenin made a motion, seconded by Councilman Benjamin, vote was unanimous.

C.) Fall Conference (PWD Warren)

Director Warren stated he would like to attend the GRWA Fall Conference in Helen Georgia. Warren stated there would be three days of training that he would benefit from. Mayor Bullard asked if this would go toward Warren's certification hours. Warren responded the training would be for certification hours. Mayor Bullard asked for a motion. Councilman Cain made a motion, seconded by Councilman Clendenin, vote was unanimous.

D.)FY09 Cost of Living Increase (City Manager)

City Manager Sumner stated to Mayor and Council the increase was discussed in the August and September Work Sessions. Sumner stated he did believe that the City was in good financial shape and that could sustain and withstand a 3% cost increase to the employee's. Mayor Pro Tem Adams asked if the cost of living increase was budgeted for in the FY09 budget. City Manager Sumner stated it was budgeted in the FY09 budget. Mayor Bullard stated he would like for the cost of living increase to be retroactive for August 1st, 2009. Mayor Bullard asked for a motion. Councilman Cain made a motion to approve the COLA and make it retroactive back to August 1st, seconded by Councilman Benjamin, vote was unanimous.

Chief Davis and Mayor Bullard swore in two new Police Officers. Mrs. Roneesha Octavian and Mr. Douglas Cobb were sworn in to serve as Police Officers for the City of Hahira Police Department.

REPORTS:

Mayor Pro Tem Adams thanked the citizens for coming to the meeting. Adams congratulated the 2 new Police Officers and also thanked the Mayor and Council for a job well done with the FY10 budget.

Councilman Benjamin thanked everyone for coming out to the meeting. Benjamin thanked all the departments for a job well done and thanked the City Manager for helping get the budget ready for FY10. Benjamin thanked the front office staff and welcomed the 2 new Police Officers for coming on board. Benjamin stated he was working on trying to get the recycle issue resolved for the residents of the City of Hahira.

Councilman Cain thanked everyone for coming to the meeting. Cain thanked the City Manager and the department heads for the hard work on the FY10 budget. Cain welcomed the new Police

Officers of the Police department. Cain stated the Fire Department had lost one of the volunteers and that it was a sad time for the friends and family members.

Councilman Clendenin thanked everyone for coming to the meeting and welcomed the new Police Officers to Hahira and stated they were working for Chief Davis who was a great guy to be working for.

City Manager Sumner stated he would like to thank Mayor and Council for the opportunity to serve. Sumner stated the City's thoughts and prayers go out to the Bailey family for their loss. Sumner commended the departments for their help in the Third Thursday event and the hard work they continue to do each day. Sumner thanked Council for adopting the preliminary budget and for the cost of living increase to the City employees.

Mayor Bullard thanked everyone for coming to the meeting. Mayor thanked all the employees for all the hard work they do. Mayor thanked the Council for approving the preliminary budget and for approving the cost of living for the employees.

Mayor Bullard asked for a motion to come out of the regular meeting and enter into executive session for the purpose of discussing property and legal matters. Councilman Benjamin made a motion, seconded by Councilman Clendenin, vote was unanimous. Mayor Bullard asked for a motion to come out of executive session and enter back into the regular meeting authorizing the Mayor to sign the affidavit saying the only thing discussed was property and legal matters. Councilman Benjamin made a motion, seconded by Councilman Clendenin, vote was unanimous.

There being no further business to discuss. Mayor Bullard asked for a motion to adjourn. Mayor Pro Tem Adams made a motion, seconded by Councilman Clendenin, vote was unanimous.

Meeting was adjourned at 8:50 P.M.

Mayor, Wayne Bullard

City Clerk, Belinda Chappell

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