

MINUTES
WORK SESSION MEETING
OF THE PERRY CITY COUNCIL
July 20, 2015
5:00 P.M.

1. Call to Order: Mayor James E. Faircloth, Jr., called to order the work session meeting held July 20, 2015 at 5:00 p.m.

2. Roll:

Elected Officials Present: Mayor James E. Faircloth, Jr., Mayor Pro-Tempore Phyllis Bynum-Grace, Council Members Randall Walker, Robert Jones, Riley Hunt, Willie King and William Jackson.

Elected Official Absent: None

Staff: City Manager Lee Gilmour, Attorney David Walker and Recording Clerk Nancy Graham

City Departmental Staffing: Chief Steve Lynn – Police Department, Battalion Chief Robbie Rowell – Fire and Emergency Services, Brenda King – Director of Administration, Michael Beecham – Director of Community Development, Decius Aaron – Director of Public Works, Robert Smith – Economic Development Director and Kevin Dye – Director of Leisure Services.

Guests: Ms. Janie Floyd, Captain Bill Phelps, Lt. James Buck and Karen Bycenski

Press: Todd Wilson – Houston Home Journal

3. Items of Review/Discussion: Mayor James E. Faircloth, Jr.

3a. Presentation by the Third Party Administrator: Ms. Floyd presented to Mayor and Council the details of a new health care plan for the employees of the city within the guidelines of the Affordable Care Act. It was the consensus of Council to review the proposed plan. Renewal rates will be available at the next meeting.

3b. Discussion of the Transportation Funding Act of 2015: Mr. Beecham gave an overview of the Transportation Funding Act of 2015 relative to a regional transportation sales tax to fund transportation improvements.

3c. Quarterly reporting: Ms. King and Chief Lynn gave a quarterly review of their departments, Department of Administration and the Perry Police Department. Due to the number of items on the agenda, Council agreed to defer the quarterly reports from the Department of Economic Development and Capital Projects to the July 21, 2015 Pre Council meeting.

- 3d. Railroad crossing repair update: Mr. Beecham presented to Mayor and Council an update relative to the repairs to the railroad crossings on Carroll Street, Commerce Street, and Main Street. A representative from C and S Rail Services LLC was contacted. An estimate of \$79,000 to rebuild the railroad crossings at the aforementioned streets was submitted to Mayor and Council. It was the consensus of Council to pursue with the railroad and see if the city is allowed to move forward with the contractor.
- 3e. Consider restricting 18-wheelers and the installation of speed bumps on Jeanne Street: Mr. Gilmour stated that he was approached by Ms. Woolfolk. She requested that Council consider prohibiting 18-wheelers on Jeanne Street as well as the installation of speed bumps. Captain Phelps updated Mayor and Council relative to the police presence that was assigned to Jeanne Street. Captain Phelps stated that there were no problems cited with 18-wheelers and there did not appear to be a need to install speed bumps. Council concurred to monitor the street.
- 3f. Consider contracting an intern for a social media project: Mr. Gilmour referred Mayor and Council to his memo recommending approval for the City to send out an offer to the University of Georgia, Georgia Southern University and possibly other universities that have internship programs. The offer will include a request to have an intern(s) analyze the City's operations, community and strategic plan and compile a social media strategy. Council concurred with contracting an intern.
- 3g. Services review by the Office of the City Manager: Mr. Gilmour referred Mayor and Council to the memo in their packets relative to the request for an examination of contractual services, such as personal, materials, capital projects, etc. This report is the first of many to be presented by Department Heads relative to their department's contractual services.
- 3h. Consider installation of sidewalk extension on Tucker Road: As a follow up to the discussion on July 6, 2015, Mr. Gilmour provided Mayor and Council a projected cost of \$75,000 to extend the alternate transportation sidewalk from Satterfield Road to Calhoun Park. It was the consensus of Council to proceed with the project.
- 3i. Review of the animal adoption process: Captain Phelps provided Mayor and Council a handout outlining the process leading to animal adoption. It was the consensus of Council to proceed with the process as presented.
- 3j. Consider financial assistance for restricted income accounts: As a follow up to the last work session, Mr. Gilmour provided the cost involved in offering financial assistance to restricted income accounts. As outlined in the memo provided to Council, the cost of the solid waste, storm water and fire protection fees is \$18,130.66. It was the consensus of Council to proceed, as outlined in the plan, for a year. After a year, there will be a review of the City's exposure and reevaluated for the following year.
- 3k. Consider proposed policy for meals when traveling: After a discussion at the July 6, 2015 work session relative to expense reimbursements, department heads were provided a proposed policy to review and to submit written comments. Following further

discussion, it was recommended that Council Member Walker and Mayor Pro-Tempore Bynum-Grace assist in writing the guidelines for expense reimbursements.

- 3l. Consider request for special street sign: Mr. Aaron advised that he received a request to install a special sign on the street of a parent with a special needs child. After discussing the City's current process, the Council agreed to leave the decision up to Mr. Gilmour's and Mr. Aaron's discretion.
- 3m. Consider ordinance to amend the FY 16 operating budget: Council agreed to amend the FY 16 operating budget to include an allocation of \$5,000.00 for the Perry Music Festival.
- 3n. Consider resolution concerning the Department of Public Works job descriptions: Mr. Aaron provided to Mayor and Council a resolution relative to the process of updating and reviewing job descriptions from the Department of Public Works. After a brief discussion, Council agreed that at this time a resolution was not necessary and encouraged department heads to periodically review the job descriptions of their department.

4. Department Head Items:

Chief Lynn, Mr. Aaron and Mr. Beecham – No report

Battalion Chief Rowell advised that the 1st phase of the hiring process has begun for the firefighter position.

Ms. King advised that Bruce Colbert tendered his resignation effective July 22, 2015.

Mr. Dye advised that the Annual Football Camp held July 11, 2015 was a success. There was strong community support and a number of volunteer coaches. There were over 100 kids in attendance.

Mr. Smith advised that TAG Middle Georgia Chapter will be hosting a discussion of the State of the Industry Report on July 22, 2015 at 5:00 p.m.

5. Council Member Items: No report from Mayor Pro-Tempore Bynum-Grace, Council Members Jones, Jackson, Walker and King.

Council Member Hunt inquired about the dumpsters/roll off's having the Advanced Disposal logo displayed and the process for monitoring. Mr. Gilmour advised contractors who are not using Advanced Disposal are contacted and advised they are required to use Advanced Disposal and this is monitored through the building inspectors.

Mr. Gilmour and Attorney Walker – No report

Mayor Faircloth referred Council to an email from Wayne James, Executive Director of JONG requesting Council sign a resolution with City of Perry agreeing to be the contractual city. Mayor Faircloth advised that the resolution would be taken under consideration and subject to Attorney Walker's review and approval.

6. Adjournment – There being no further business to come before Council, Mayor Faircloth adjourned the July 20, 2015 work session meeting at 8:00 p.m.