

## Regular Council Meeting

December 1, 2015

Meeting called to order by Mayor Harley at 7:00pm.

Invocation given by Councilman Nichols

Pledge of Allegiance led by Councilman Andrews

Welcome extended to all by Mayor Harley recognizing Houston County Commissioner Jay Walker, Houston County District Attorney George Hartwig, and TSgt Kelly Buettner serving as one of the "Grand Marshals" for the 6<sup>th</sup> Annual Lighted Christmas Parade, representing the wounded warriors. MSgt Earla Webb is the other Grand Marshal; unable to attend the meeting, lives out of town.

Present were Mayor John R. Harley, Councilman Cameron W. Andrews, Councilman Randall Wright, Councilman J. Micheal Evans, Councilman Jonathan Nichols and City Attorney Rebecca Tydings.

### Public Comments

None

Councilman Evans made motion to move the last item on the agenda (#13) Police Department Ballistic Vest to item #3; seconded by Councilman Wright. Motion carried.

Presentation to Mario Velasco: Mayor Harley stated that Mario started working with the City of Centerville in March 2010. Began as a laborer and through hard work and perseverance was promoted to crew leader/ equipment operator.

Mayor Harley stated that Mario Velasco started the process of seeking citizenship in 2001. Due to his determination and conquering several adversities along the way, Mr. Mario Velasco achieved U.S. Citizenship on November 18, 2015. The City of Centerville is proud and honored to recognize Mr. Mario Velasco.

Mr. Velasco thanked his Lord and Savior "Jesus Christ" and the support from his wife. Proud to be a U.S. Citizen.

Presentation to Paul & Toni Copeland: Councilman Wright recognized Mr. and Mrs. Copeland for their years of dedicated and loyal service to the City of Centerville. They have raised money for different projects and served on many boards. Presented a glass blown vase for their dedicated service to the City of Centerville. Mrs. Copeland reported that the first yard sale held for the Police Department, she raised \$230.00.

Police Department Ballistic Vest: Councilman Evans reported another good news story and recognized Captain Harlowe. At the last meeting there was discussion of purchasing (7) new vests for officers. Received a call from Mr. George Hartwig, Houston County District Attorney. Captain Harlowe thanked Mr. Hartwig. Mr. Hartwig stated he had offered to purchase (15) vests, but there was only a need for (7) at this time. The money is available from Houston County District Attorney funds. Mr. Hartwig said that he is happy to have the availability to do this and able to assist.

Adoption of Minutes: Motion made by Councilman Wright to approve both sets of minutes as written; seconded by Councilman Nichols. Motion carried.

- November 3, 2015 Regular Council Meeting
- November 17, 2015 Council Work Session

### Old Business

None

### New Business

Employee Christmas Bonus: Councilman Wright reported that he had met with City Accountant Harrison to discuss employee Christmas bonus. Currently there are 58 full time employees and 11 part time; 16 of the full time are in the Water & Sewer Department. The city would take care of all FICA, so the amounts would be \$216.57 for full time and \$108.28 for part time employees. Employee would receive the total bonus \$200.00 for full time and \$100.00 for part time. Total cost for bonuses-\$14,804.18.

Motion made by Councilman Wright to approve employee Christmas employee bonus; seconded by Councilman Evans. Motion carried.

Discussion/Approval 2016 LMIG Street Resurfacing List: Director of Operations Brumfield provided a list of roads to be considered for resurfacing within the 2016 LMIG Project. The list includes: Ridgebend Dr., Cove Ct, Highpoint Ct, and Knoll Ct. Total estimated construction cost is \$89,762.50 (LMIG Grant-\$63,384.44) the city would be responsible for \$26,378.06.

Seeking approval of 2016 list of roads to be resurfaced and authorize Mayor Harley to execute contracts. Motion made by Councilman Wright to approve list of roads, authorize Mayor to sign and execute contracts and approve funding of \$26,378.06 from Water and Sewer Contingency Fund; seconded by Councilman Andrews. Motion carried.

Police Department Policy Amendments: Assigned Take-Home Vehicles and Body Worn Cameras: Councilman Evans recognized Captain Harlowe. There were some language revisions, removing language re: Director of Police Service replacing with Chief of Police or his designee. This will fall in place with the organizational chart that was adopted November 17, 2015. Motion made by Councilman Evans to adopt as written; seconded by Councilman Nichols. Motion carried.

GMEBS Defined Benefit Retirement Plan Amendments: Councilman Andrews praised both City Attorney Tydings and City Clerk Bedingfield for doing an excellent job. Adding that City Attorney Tydings has served on several different boards with GMA and currently serves on the Pension Board. Our city is highly respected

City Clerk Bedingfield provided a copy to Mayor and Council of the (2) proposed amendments. Mrs. Bedingfield stated that when City Attorney Tydings came on board with the city the original plan document did not include language "municipal officer". The plan was amended to include language, to add such language later on, however, her official hire date was April 30, 2003 and the plan document didn't recognize her credited past service. The amendment tonight will correct this and reflect that service with the city prior to the enrollment date will count as credited past service back to her hire/start date of April 30, 2003. The second amendment for consideration is clarification that payments for vacation/annual leave will be included as

earnings under the plan, while severance pay will not be included as earnings. Mrs. Bedingfield seeking approval for both amendments with the effective date of December 1, 2015 and authorizing Mayor Harley to execute documents.

Motion made by Councilman Andrews to approve amendments as stated and authorize Mayor Harley to sign and execute agreements; seconded by Councilman Evans. Motion carried.

Revised Job Description – Police Department Captain: Captain Harlowe provided a copy of the job description to Mayor and Council for review. Motion to approve job description made by Councilman Evans; seconded by Councilman Wright. Motion carried.

City of Centerville Credit Card Policy: City Attorney Tydings recognized City Accountant Harrison. Mrs. Harrison reported that this policy is in response to HB 192 passed in the 2015 Legislative session Code- 36-80-24. A copy of the policy was provided to Mayor and Council for review, and tonight we will be seeking approval to adopt the policy and put in place by January 2016, as required by law. The scope of the policy is specific to elected officials (Mayor and Council) and outlines what elected officials may and may NOT purchase with the City credit card. Biggest change is elected officials may use credit card only for city business transactions within the scope of the credit card policy. Elected officials will no longer be allowed to place personal or non-city business expenses on the credit card and reimburse the City. Once policy is adopted, each elected official will be required to sign the policy stating their understanding and acknowledgement of the policy. City Accountant will perform monthly audit to document elected officials compliance with the policy. Seeking approval to adopt credit card policy tonight. Motion made by Councilman Nichols to approve policy as written; seconded by Councilman Andrews. Motion carried.

Mrs. Harrison also provided a copy of the proposed revised travel policy for elected officials to Mayor and Council. The travel policy has been revised to mirror the credit card policy. This new policy would apply to elected and appointed officials. Non-allowable expenses and family expenses will no longer be placed on the city credit cards with the official or employee reimbursing the City. Motion made by Councilman Nichols to adopt travel policy for elected and appointment officials with revisions; seconded by Councilman Wright. Motion carried.

City Attorney Tydings stated that another reason for revising the travel policy is that the state law mandate applies only to elected officials. Staff felt that it was appropriate that the same rules apply to everyone, therefore the travel policy for elected and appointed officials has been amended to mirror the credit card policy.

Update-Storm Water Utility: Councilman Wright/ Director of Operations Brumfield have been working on the storm water utility. Mr. Brumfield reported that we have prepared data and computed the charges for all of the parcels in the city based on the “propose” rate of \$4.25 per residential home equivalent. City Attorney Tydings has drafted the enabling ordinance that must be adopted before any bills for the storm water utility charge can go out to customers. Currently, staff plans to bring the storm water utility ordinance before Mayor and Council for the 1st reading at the February Regular Council Meeting. At the February 1st meeting, Mr. Richard Greuel with Integrated Science & Engineering will present an overview of the storm water utility, allowing the opportunity for Mayor, Council and general public to see how program will operate. Mr. Greuel will also be at the March 1, 2016 meeting to answer questions and to give another opportunity to discuss the new utility. Following adoption of the ordinance

in March 2016, staff will work with CSI and ISE to load the account data into the Utilities System for initial billing with the start of the FY 2016 budget year on July 1, 2016. During March 1-July 1, 2016, the city will notify all customers who receive a bill greater than \$40.00, to ensure they are aware of the new billing program and how it's calculated. In June 2016 shortly before bills are sent, ISE will conduct a customer service training program to ensure the city personnel are prepared to answer questions posted by residents and business owners.

December 15, 2015 Council Work Session: Mayor Harley recommended to cancel the December 15, 2015 work session meeting. Motion to cancel made by Councilman Wright; seconded by Councilman Evans. Opposed-Councilman Andrews and Councilman Nichols. Motion carried. Mayor Harley stated that he doesn't object to having a special meeting if necessary to conduct essential city business.

#### Council Comments

Post 1 Councilman Andrews-None

Post 2 Councilman Wright reported that former City Councilman Guerry Smith passed away last week, asked everyone to keep Mr. Smith's family in their prayers.

Councilman Wright reminded everyone about the parade on Saturday and stressed to Mayor and Council to meet at city hall at 6:15pm.

Motion made by Councilman Wright to adjourn meeting; seconded by Councilman Evans. Councilman Nichols stated that he is offended and saddened, said there has been a fence/wall placed and he is done. Mayor Harley called for vote. Mayor Harley, Councilman Andrews, Councilman Nichols oppose. Motion fails.

Post 3 Councilman Evans- None

Post 4 Councilman Nichols read a personal statement regarding employee contracts and city charter. Statement attached and made part of official minutes.

Mayor Harley adjourned at 7:49pm.

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Mayor John R. Harley

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Attest by City Clerk Krista Bedingfield

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Date