

Council Work Session  
May 19, 2015

Meeting called to order by Mayor Harley at 5:00pm.

Invocation given by Councilman Andrews.

Pledge of Allegiance led by Assistant Chief Cooley.

Welcome extended to all by Mayor Harley.

Present were Mayor John R. Harley, Councilman Cameron Andrews, Councilman Randall Wright, Councilman Edward Tucker, Councilman Jonathan Nichols and City Attorney Rebecca Tydings.

Public Comments

Old Business

Discussion/Adoption of Revised Personnel Manual: Mayor Harley entertained motion to discuss. Motion made by Councilman Nichols; seconded by Councilman Wright.

Councilman Nichols stated that he has no problem with the manual.

Councilman Tucker stated that he had conversations with City Attorney Tydings about the manual quizzes; need to focus on the liability issue that the manual presents, signing or not signing. This forces our employees to go through the manual, the employee will have to look at each section of the manual in order to find the answer and then to write the answer down, the city is protected. This is a good idea. This manual will be for the current employees and new hires.

City Attorney Tydings stated that the most substantive change is that employees now begin to accrue annual and sick leave on the first day of hire and that public safety employees will now serve one year probation periods.

City Accountant Harrison recommends that if the personnel manual is approved tonight would suggest effective date of June 10, 2015.

Councilman Nichols amended prior motion and moved to adopt revised personnel manual with effective date of June 10, 2015; seconded by Councilman Wright. Motion carried.

New Business

Discussion- Purchase/ Lease Police Department Vehicles: Councilman Nichols began discussion by saying it is our duty as Mayor and Council to be diligent with spending. Councilman Nichols reported that there was discussion during the budget process about purchasing vs leasing vehicles. Trying to save the city money. Various discussion scenarios- possibly purchasing a portion of vehicles and leasing the remainder of vehicles. Councilman Tucker stated the current dilemma we are facing is the current leases end June 30, 2015. Councilman Nichols stated that he is leaning towards the leasing of the 13 vehicles. Councilman Wright expressed that he is concerned about the perception of the Police Department patrolling the neighborhoods with SUV (Tahoe's).

Councilman Andrews struggles with the 3 year leases, doesn't understand if we are going to do something do it now. We need to make the best decision for the city.

Councilman Tucker asked when the last time someone called the dealer was.

City Accountant Harrison reported that Mr. Brannen's response in reference to Chief Andrews inquiry of purchasing 5 and leasing 8 vehicles was it would not be profitable and the dealership would be required to charge mileage for each mile above the maximum miles instead of averaging miles amongst vehicles as he has done in the past. The original prices quoted by Brannen Motors was contingent upon leasing and not buying the 13 vehicles. Councilman Nichols stated he will call Brannen Ford to have that conversation re: purchasing about 13 vehicles vs leasing. Mayor Harley thanked Councilman Nichols for asking questions and beginning discussions.

Award/Execution of Old City Hall/Police Department Building Demolition Project: Director of Operations Brumfield reported that last week bid opening was last week. Recommended low bid International City Builders and designate Mayor and/or Director of Operations to sign all documents. Motion made by Councilman Wright to award bid to International City Builders and designate Mayor and/or Director of Operations to sign all documents; seconded by Councilman Andrews.

Director of Operations Brumfield reported that the approximate time frame, 2-3 week project. The demolition cost budgeted for site and improvements - \$75,000.00. Currently, have spent about \$ 4,000 on engineering fees, have approximately \$70,000 left in this budget year and estimated \$ 35,000 in next FY 2015-2016. Mayor Harley called for the vote. Motion carried.

Resolution Planning and Zoning Commission Appointments: Director of Operations Brumfield reported its time to reappoint Planning and Zoning Commission members.

<u>Member</u>	<u>Term/End Date</u>
Vacancy	3-year term (unexpired term - expires 06/02/2018)
Ralph Kennedy	3-year term (expires 06/02/2018)
Steve Honrath	2 year term (expires 06/02/2016))
Clay Peacock	2 year term expires (06/02/2016)
Ronnie Babbitt	1 year term (expires 06/02/2016)

Director of Operations Brumfield stated that there will be one vacancy and seeking suggestions to fill those slot. Motion made by Councilman Wright to approve resolution with appointments; seconded by Councilman Nichols. Motion carried. See Resolution 2015-5.

Resolution Zoning Board of Appeals Appointments: Director of Operations Brumfield reported its time to reappoint.

<u>Member</u>	<u>Term/End Date</u>
Vacancy	3 year term (unexpired term - expires 06/01/2018)
Steve Bertram	2 year term (expires 06/01/2016)
Gary Davey	2 year term expires 06/01/2016)
Linda Harwell	1 year term (expires 06/01/2016)
Ralph Kennedy	3 year term (expires 06/01/2018)

Director of Operations Brumfield stated that there will be one vacancy and seeking suggestions to fill those slot. Motion made by Councilman Wright to approve resolution with appointments; seconded by Councilman Nichols. Motion carried. See Resolution 2015-6.

Point of Information- Confiscated Funds Expenditure-\$1,000 donation to Crime Stoppers: Assistant Chief Cooley stated this is a point of information, donation of \$1000.00 to Crime Stoppers. The monies are used to help pay for assistance for the tip line. No motion or action taken.

Point of Information-Confiscated Funds Expenditure-Gang Conference trip for Detective Montford: Assistant Chief Cooley reported that the surrounding agencies are reactivating gang investigations/ gang sharing among the agencies. Detective Montford is the city's point of contact. Detective Montford will be going to training in Savannah, Ga- July 2015. Registration, lodging, and food will be paid from Confiscated Funds.

2015 LMIG contract: Director of Operations Brumfield seeking approval tonight for the 2015 LMIG contract. Motion made by Councilman Wright approving the 2015 LMIG contract as written and designating Mayor and / or Director of Operations Brumfield as signatory; seconded by Councilman Nichols. Motion carried.

Approval Purchase Agreement-CSI/ Harris Local Government: City Clerk Bedingfield provided a copy of the purchase. City Attorney Tydings revised contract Paragraph 14- strike through entirely and Paragraph 17 change venue to Georgia. Recommendation to approve contract with revisions, designate Mayor Harley as signatory and authorize City Clerk Bedingfield to sign off on any change orders if necessary. Motion made by Councilman Nichols to approve contract with revisions, designate Mayor Harley as signatory and authorize City Clerk Bedingfield to sign off on any change orders if necessary; seconded by Councilman Wright. Motion carried.

#### Comments from Council

Post 3 Edward Tucker mentioned the fountain project. Recommending meeting with Houston Galleria Mall representatives, they want further information.

Post 4 Jonathan Nichols read recognition letter Police Department and Fire Department. Letter attached and made part of official minutes. In addition, wanted to inform everyone that he will be traveling to Brazil with his son on mission trip to serve from May 31-June 9, 2015.

Mayor John Harley reported that he is leaving for Alaska, will be back on May 30.

Executive Session Future Acquisition of Land & Personnel Matters: Motion made by Councilman Nichols to enter into executive session at 6:04pm; seconded by Councilman Tucker. Motion carried.

Meeting reconvened at 6:46pm

Affidavit and Resolution: City Attorney Tydings read resolution. Motion made by Councilman Wright to adopt resolution as written; seconded by Councilman Tucker. Motion carried. Affidavit executed by Mayor Harley and notarized by City Clerk Bedingfield. Affidavit and Resolution attached and made part of the official minutes.

Mayor Harley adjourned meeting at 6:48pm.

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Mayor John R. Harley

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Attest by City Clerk Krista Bedingfield

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Date