**HAHIRA CITY COUNCIL**

**COUNCIL MEETING**

**JUNE 4, 2015**

**7:30 P.M.**

**COURTHOUSE**

Mayor and Council met for a Council meeting June 4 2015 at the Courthouse with Mayor Bruce Cain presiding.

**PRESENT:** Mayor Bruce Cain, Councils: Mason Barfield, Kenneth Davis, Terry Benjamin and Mayor Pro Tem Clendenin. City Manager Jonathan Sumner, City Clerk Lisa Mashburn, Police Chief Terry Davis, Fire Chief Dwight Bennett and PWD Donnie Warren were all present.

**CALL TO ORDER:** Mayor Bruce Cain

**ESTABLISH QUORUM:** Mayor Bruce Cain

**PLEDGE OF ALLEGIANCE:** Mayor Bruce Cain

**INVOCATION:** Pastor Gordon, Hahira First Baptist Church

**REVIEW/CORRECTION OF MEETING MINUTES:**

1. **MARCH 30, 2015 WORK SESSION**
2. **APRIL 2, 2015 COUNCIL MEETING**
3. **MAY 4, 2015 WORK SESSION**
4. **MAY 7, 2015 COUNCIL MEETING**

The Mayor asked if anyone had any questions or concerns regarding the minutes. City Manager Sumner stated that the April minutes were carried over and tabled for review. Mayor Pro Tem Clendenin said the additions that he requested were made. A copy of changed minutes were given to each member of Council. **Mayor Pro Tem Clendenin made a motion to accept all the minutes as presented which was seconded by Councilmember Davis. Councilmember Davis, Councilmember Barfield, Councilmember Benjamin and Mayor Pro Tem Clendenin all voted in favor of the motion.**

**PUBLIC HEARING:**

1. **APPLICATION OF SHAAN KAHN, DOLLAR GENERAL CORPORATION-309 WEST MAIN STREET FOR PACKAGE SALE OF BEER AND WINE (CHIEF DAVIS)**

Chief Davis stated that we received and application for beer and wine for the Dollar General Store at 309 West Main Street from the District Manager Shaan Kahn. The Background check was clear stated Chief Davis. City Manager Sumner said the application is in your packet for review. The ad ran in the Valdosta Daily Times as required and we have had no questions from the public regarding this item. Chief Davis stated that he saw no reason not to approve the application. The Mayor asked if anyone wished to speak against the application. None noted. The Mayor asked if anyone wished to speak in favor of the application. None noted. Mayor Pro Tem Clendenin asked if it was at an approved distance. Chief Davis said the distance should be good stating that our distance is in line with the State requirements**. Councilmember Terry Benjamin made a motion to approve the application for beer and wine for the Dollar General Store at 309 West Main Street which was seconded by Councilmember Barfield. Councilmember Benjamin, Councilmember Barfield, Councilmember Davis and Mayor Pro Tem Clendenin all voted in favor of the motion.**

**CITIZENS TO BE HEARD:**

None noted.

**REVIEW OF BILLS/BUDGET OVERAGES:**

The Mayor asked if anyone had any questions or concerns regarding the bills. None noted. **Councilmember Davis made a motion to pay the bills as presented which was seconded by Councilmember Benjamin. Councilmember Davis, Councilmember Benjamin, Councilmember Barfield and Mayor Pro Tem Clendenin all voted in favor of the motion.**

**DISCUSSIONS:**

1. **FY 14 AUDIT PRESENTATION (CITY AUDITOR)**

Nick Valenti with Valenti and Rackley the City Auditor was present to discuss the FY 14 Audit. He stated his partner Denise Rackley is present. He stated Valenti and Rackley were engaged to do the audit for the FY December 31, 2014. He stated he would like to give his gratitude to the staff for their cooperation and commend the staff for their hard work. We use the professional government standards and give a fair presentation of the financial condition of the City of Hahira. He pointed out page 3 & 4 of the draft of the report that the General Fund had a surplus of $265,346.00 and stated that the fund is strengthen and that there was an increase in the fines and forfeitures. The Water/Sewer/Sanitation fund had a net loss of $269,214.00, it is a smaller loss than last year, and the revenues were up from last year. The budget comparison schedule had no budget over runs for 2014 and that is on page 33 & 34. He noted that the new well project was finished, the GEFA loan and the water/sewer revenue bonds were refinanced and this will have a decreased interest cost. He stated we need to be aware of the deficiency of the internal controls. In regards to the internal controls the function of accounting needs to be segregated but that is hard for a small City to do. It is not practical and this is a finding every year. The second finding was on page 52 the SPLOST, 2 projects in 2014 were dual funded, the new well which was SPLOST and GEFA and the street resurfacing which was SPLOST and LMIG grant. The well project was paid from the SPLOST account and some of it should have been paid from the GEFA money. We had to transfer GEFA money to SPLOST account to pay back. City Manager Sumner stated that this has already been completed. The LMIG amount was $29,850.54 and it has all been corrected. We have no issues found but we do have a few recommendations. Regarding the final accounts for 2014, the collection of the terminated accounts is up to $6,000.00. We need to either write them off or turn them over to Penn Credit properly for collection if possible. He recommended that we review procedure to improve the collection of final accounts. He also recommended that we review the expenditures from Public Works, need documentation to ok the purchase and review. City Manager Sumner said that he had spoken to Public Works regarding this matter. Mr. Valenti asked if anyone had any questions. None noted. City Manager Sumner thanked Valenti and Rackley, he said that he appreciates their professionalism, he said he would review the findings and abide by them for future audits. **Mayor Pro Tem Clendenin made a motion to approve the audit as presented which was seconded by Councilmember Barfield. Mayor Pro Tem Clendenin, Councilmember Barfield, Councilmember Davis and Councilmember Benjamin all voted in favor of the motion**.

1. **COLEMAN PICK-IN HOUSE (CITY MANGER)**

City Manager Sumner said at the May Work Session we discussed the Pick In house. It has been moved several times from the original pick in site. He stated that he had discussion with Wilby Coleman the owner of the building and Mr. Coleman had a desire to see the City receive the building and put in a centralized location in the City with high visibility. He stated that the Mayor and I went out and looked at the building and it is in disrepair with a lot of termite damage and that he does not feel that the railroad property is not the place for the pick in house. The staff would recommend that we respectfully decline the pick in house and maybe considering asking Mr. Coleman to donate the pick in house to the Historical Society. After speaking with Tim Coombs the president they said that they would be willing to take on such a project and provide land. Sumner said that he would like to know Councils thoughts on this and said that if we need to we can table and have more time for discussion. Mayor Pro Tem Clendenin said that he went out to look at the buildings and that it looks like it is in bad shape. He feels that we should ask to have it donated to the Historical Society. He feels the City has no purpose for the building and feels we should not take on the building. The Mayor said that he would suggest that we send a letter to the Historical Society regarding the City wasgiven first choice**. Councilmember Davis made a motion to reject the offer by Wilby Coleman and asked that he consider donating the building to the Historical Society which was seconded by Mayor Pro Tem Clendenin. Councilmember Barfield stated we need to let Mr. Coleman know how much we appreciate the offer and let him know that we feel someone else can do a better job with the building. He has been a great supporter of Hahira and we want him to know that we appreciate that. Councilmember Davis, Councilmember Barfield, Councilmember Benjamin and Mayor Pro Tem Clendenin all voted in favor of the motion.**

**DEPARTMENT REQUESTS:**

1. **INFORMATION TECHNOLOGY SERVICES CONTRACT (CITY MANAGER)**

Sumner stated that we have had a number of providers of IT in the last 10 years. Three years ago we started using RICHOH and had a contract with them. They are now starting to service only larger cities and they are based out of Atlanta working about a 60 mile radius of that metro area. The City of Hahira would not be high priority and so we have contacted other firms for quotes. We had 3 quotes and presentations at the previous meeting. We had IT in a box which is also based out of Alpharetta Ga which is at a cost of around $44,000.00 per year. We also had a presentation from Bluetech out of Cairo GA for the cost of around $22,000.00 per year, but he feels it may not meet our needs of service. We had a quote from a local company Virtual World Technologies at the cost of $14,000.00 per year. Sumner stated that staff recommends Virtual World Technologies. Jason Bellflower the CEO of the company is here to answer any questions you might have. Mr. Bellflower is a resident of Hahira for the last 37 years and that he has aproactive support system in place. He stated that they monitor the system 24/7 and that they have been based out of Valdosta for the last 20 years. He stated that they monitor to be sure that we are functioning on a day to day basis and that they will know before we do that there is a problem. He stated we have a lot of clients such as the City of Sparks, Valwood School, the YMCA and we monitor 130 clients on a day to day basis. City Manager Sumner said that he reviewed the letters of recommendations and stated that they have been a member of the Chamber of Commerce for the last 8-9 years. Sumner said that Langdale and Valloton (our City Attorney) spoke very highly of them. Staff recommends accepting the bid from VirtualWorld Technologies**. Mayor Pro Tem Clendenin made a motion to have Virtual World Technologies represent the City IT Services which was seconded by Councilmember Davis. Mayor Pro Tem Clendenin, Councilmember Davis, Councilmember Benjamin and Councilmember Barfield all voted in favor of the motion.**

1. **EROSION AND SEDIMENTATION ORDINANCE (CITY MANAGER)**

City Manager said that as discussed in previous months the MS4 is a requirement of the EPD and Federal government for all the state of Georgia. It requires that we monitor storm water, erosion and sedimentation by law. Our Erosion and sedimentation ordinance was last updated in 2004, it should include an update in 2009 and we must adopt a new ordinance. When we meet again in July for the Public Hearing we will review the ordinance. These guidelines are followed by the City of Valdosta. Councilmember Davis asked if we will use the model as a template for our ordinance. Sumner said yes, vote is not required on the July agenda it is just for information and Public Hearing only.

1. **POLICE CARS-SPLOST VII (CHIEF DAVIS)**

Chief Davis said that he would like to purchase two police cars and this is an approved SPLOST VII expense. We have two 2008 Crown Vic’s that we need to take out of service. HE stated he would like to purchase with General Fund money and reimburse the General Fund when the SPLOST VII funds are available. Mayor Pro Tem Clendenin asked if the SPLOST VII is collecting 85 % of the projected amounts. Yes said Sumner. The Chief said that it would take 8 weeks to get the new police cars due to shipping. Mayor Pro Tem Clendenin asked about the amount that we have obligated. City Manager Sumner said we have about $200,000 for Insituline, $325,000 for property purchase and about $50,000.00 for the Huddle House Water/Sewer project. He stated that staff would recommend that we let SPLOST VII accumulate and then reimburse the General Fund. Councilmember Davis asked what the surplus vehicles might bring. Chief Davis said $2500.00 to $4500.00 per car. He then stated that we have a surplus in the General Fund. We can get to cars ready to go for $95,000.00. **Councilmember Benjamin made a motion to approve the purchase the two police cars at the cost of $95,000.00 which was seconded by Councilmember Barfield. Councilmember Benjamin, Councilmembers Barfield, Councilmembers Davis and Mayor Pro Tem Clendenin all voted in favor of the motion.**

1. **POSITION REQUEST (CHIEF BENNETT)**

Fire Chief Bennett said that he is asking for flexibility with his department and that he is not asking for additional staff. He stated that he has all part time staff and would like to take two part time positions and make them one full time position. He said that he is having to workthe part time people over the 29 hour period and would like to convert 2 part time positions to one full time position and he can do this within the budget parameters. He stated that over the last 6-8 months that he is having to work some employees over the 29 hours. He said that if the Safer Grant does come through that it will put two people on duty per day. Sumner said that we do pay retirement for the part time people but the insurance and sick leave will be additional cost. Bennett stated that this person will fill the gaps in the current system and stated that he has a complicated staffing situation. Councilmember Benjamin asked how many full time people we have. Chief Bennett said one and that is me. Councilmember Davis asked if we would hire from within. Chief Bennett said that he would like to and that several people have shown interest in the position. Mayor Pro Tem Clendenin asked if we would exceed the budget. City Manager Sumner said that it would be about a $10,000.00 increase and that we have funds available in the General Fund. Councilmember Davis said that with one full time person, the part time slots are hard to fill, hard to get the coverage. This position is needed. The Mayor asked if anyone had any questions. None noted. **Councilmember Benjamin made a motion to approve the position request which was seconded by Councilmember Davis. Councilmember Benjamin, Councilmember Davis, Councilmember Barfield and Mayor Pro Tem Clendenin all voted in favor of the motion.**

**REPORTS:**

Mayor Pro Tem Clendenin said thank you for coming out and thank you to the IT firm representative for coming out. He said not much is happening and that he hopes we can get some rain.

Councilmember Davis thanked everyone for coming out, and said that he likes to see new faces. Thank you for all the loyal faces that we have here tonight. He said that he wanted to give a shout out to Chief Davis, 3-4 weeks ago we had individuals breaking in to about 10 cars in the City. The Police department has made 2 arrest and identified the juveniles involved. Councilmember Davis said thank you, good job.

Councilmember Benjamin thanked everyone for coming out tonight and the opportunity to serve District 1. He said that his hat is off to all departments and thanked them for a surplus once again. We have to continue to forge our way and the audit shows we are moving in the right direction. The Audit used to be late and we had to pay 2 and a half times more money for the audit. He is happy that it is all on time and at a reasonable cost. City Manager, Department Heads, Finance, and City Clerk keep doing what you are doing to be a better City. On the flag issue, freedom is not free, someone has paved the way and thank you for that. Thank you to the Mayor and Council for their efforts and positive outlook.

Councilmember Barfield said ditto to all that has been said. He would like to apologize for not being here on Monday night because he had a medical issue. Thank you to everyone for what is done and thank you for a great audit. The audit give me assurance that we are doing what we need to do. Thank you.

City Manager Sumner thanked everyone for the opportunity to serve. Thank you to the department heads and administration for a great audit. The General Fund had a healthy year and this shows we are City wise stewards. The Proprietary Fund had a deficit but he feels the proper steps are being put into place to improve this deficit and will be accounted in 2016 audit projections. The City of Hahira will be spotlighted on Channel 27, it will show the different businesses and residents on July 10, we will have a chance to show what we have to offer.

The Mayor thanked everyone for coming out tonight. HE said that he appreciates the department heads, thank you to Lisa, Paula and Jonathan. Our staff did an excellent job. Thank you to Council.

**A motion as made by Councilmember Benjamin to adjourn which was seconded by Mayor Pro Tem Clendenin. Councilmember Benjamin, Councilmember Davis, Councilmember Barfield and Mayor Pro Tem Clendenin all voted in favor of the motion.**

**The meeting was adjourned.**

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**Mayor Bruce Cain**

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**City Clerk Lisa Mashburn**