



CITY OF ST. MARYS, GEORGIA

June 4, 2012

CITY COUNCIL MEETING

6:00 p.m.

AMENDED AGENDA

I. CALL TO ORDER

II. INVOCATION: *Councilmember Howell*

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

QUORUM: YES X NO

V. APPROVAL OF MINUTES: *May 21, 2012 Regular City Council Meeting Minutes
May 21, 2012 FY13 Budget Public Hearing Minutes*

VI. PRESENTATION:

AIRPORT AUTHORITY ANNUAL REPORT: *Jay Stanford, Chairman* **(POSTPONED)**

BOARD APPOINTMENTS:

1. Orange Hall Foundation: *(Wilkerson, Weaver & Moerman)* 6/5/12
2. Development Authority *(Rowland)* Resignation
3. Oak Grove Cemetery Authority *(5 Board Members)*

VII. SET CONSENT AGENDA

VIII. APPROVAL OF THE AGENDA

IX. GRANTING AUDIENCE TO THE PUBLIC:

X. OLD BUSINESS:

A. CHARTER AMENDMENT: *Contracting Procedures* (Second Reading)

To amend the Charter "Home Rules" in conflict with the legal services contract as advertised in the Tribune & Georgian for three consecutive weeks

B. APPEALS POLICY:

To adopt the Employee Appeal Policy for employee suspensions, demotions and terminations and to adopt revision to Policy 3 (Definitions and Employment

Categories), Policy 5 (Recruitment and Selection) and Policy 30 (Termination)
(POSTPONED 3/19/12)

C. GEORGIA DEPARTMENT OF LABOR CAREER CENTER

Update the City Council on the status of the negotiations between the Georgia Department of Labor and the City of St. Marys in regards to the old city library located at 408 Osborne Road

XI. NEW BUSINESS:

A. SOUTHEASTERN BUILDING TRADES ASSOCIATES, INC.: *Donation*.....TAB “D”

To accept the donation of one used Midwest Backflow test kit and two new backflow test procedures and theory test books valued at \$1260.00.

B. GEORGIA CRIME INFORMATION CENTER SERVICE AGREEMENT:.....TAB “E”

To authorize the Mayor to execute the renewal agreement with Georgia Bureau of Investigation

C. LOCAL PREFERENCE ORDINANCE:.....TAB “F”

Pass an ordinance for local preference to encourage the use of local suppliers of goods, services and construction products whenever possible

D. CLASSIFICATION & COMPENSATION STUDY: *Agreement*.....TAB “G”

Enter into a Consulting Services Agreement with Evergreen Solutions, LLC

E. CHANGE FISCAL YEAR: *Discussion*.....TAB “H”

Consideration to change the fiscal year

XII. REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:

A. CITY CALENDAR: *City Clerk*

XIII. REPORT OF MAYOR:

XIV. GRANTING AUDIENCE TO THE PUBLIC

MAYOR AND COUNCIL COMMENTS

CITY MANAGER’S COMMENTS

XV. EXECUTIVE SESSION: *Personnel (REMOVED)*

XVI. ADJOURNMENT:

CITY OF ST. MARYS, GEORGIA
CITY COUNCIL MEETING
June 4, 2012
6:00 p.m.

MINUTES

The Mayor and City Council for the City of St. Marys, Georgia met for its regular City Council session on Monday, June 4, 2012 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor William DeLoughy
Councilmember Greg Bird
Councilmember John Morrissey
Councilmember Keith Post
Councilmember Sidney Howell
Councilmember Nancy Stasinis

ABSENT WERE:

Councilmember Jim Gant
Gary Moore, City Attorney

CITY OFFICIALS PRESENT:

Steven S. Crowell, Jr., City Manager
Roger Weaver, Planning Director
Tim Hatch, Police Chief
Bobby Marr, Public Works Director
Tom Lackner, Asst. Fire Chief
Jennifer Brown, Finance Director
Donna Folsom, Finance Director

CALL TO ORDER:

Mayor DeLoughy called the City Council Meeting to order at 6:00 p.m. Councilmember Howell gave the invocation. Mayor DeLoughy led the audience in the pledge of allegiance. Council roll call indicated a quorum of council members present for the meeting.

APPROVAL OF MINUTES:

May 21, 2012 Regular City Council Meeting Minutes

Councilmember Bird moved to approve the May 21, 2012 regular City Council meeting & Public Hearing minutes. Councilmember Howell seconded the motion. Voting was unanimous in favor of the motion.

PRESENTATION:

AIRPORT AUTHORITY ANNUAL REPORT: *Jay Stanford, Chairman* **(POSTPONED)**

BOARD APPOINTMENTS:

1. Orange Hall Foundation: *(Wilkerson, Weaver & Moerman)* 6/5/12

Councilmember Bird nominated Royal Weaver, Bridget Wenum and Cory Sant for the appointments to the Orange Hall Foundation. Councilmember Post seconded the motion. Voting was unanimous in favor of the motion.

2. Development Authority (*Rowland*) Resignation

Councilmember Stasinis made a motion to appoint Robert Devine to the Development Authority. Councilmember Morrissey seconded the motion. Voting was unanimous in favor of the motion.

3. Oak Grove Cemetery Authority (*5 Board Members*)

Councilmember Stasinis made a motion/moved to appoint Kay Westberry, Charles A. Smith, Christopher Thurner and Rick Douylliez to the Oak Grove Cemetery Authority. Councilmember Bird seconded the motion. Voting was unanimous in favor of the motion.

SET CONSENT AGENDA (*):

Councilmember Post made a motion to set the agenda as Old Business A and New Business A and B. Councilmember Stasinis seconded the motion. Voting was unanimous in favor of the motion.

APPROVAL OF THE AGENDA:

Councilmember Post made a motion to approve the agenda with the removal of executive session. Councilmember Morrissey seconded the motion. Voting was unanimous in favor of the motion.

GRANTING AUDIENCE TO THE PUBLIC:

Philip Jones, 201 Catherine Street: Waterfront storm damage and derelict boats in the marsh

Gary Colbert, Southeast Georgia Health System: Stated for the record: "After the last discussion, we went back to look at all the alternatives that were offered. There was confusion with the alternatives that the Health System did not approve because they were not reasonable. The architects and engineers were brought together to discuss the alternatives. Roger Weaver and Steve Crowell did a great job in working with us to come to the consensus to move forward with a payment plan for full payment to the city. The leadership these two gentlemen showed to our team and organization was amazing. We appreciate the city and council representation, and most of all; we will continue working to the best of our ability for the citizens of St. Marys that we serve".

Howard Sepp, Southeast Georgia Health System: Support of Mr. Colbert's statement that the city's cooperation was excellent to jointly work through the issues. Mr. Weaver was very helpful to the staff with the design aspects of the medial office building. Mr. Sepp read a quote from Mr. Weaver's letter dated April 10th: "As a result of wonderfully cooperative meetings between the hospital's staff, consultant staff and the City of St. Marys staff, an arrangement has been reached that will provide services to the building currently under construction as well as future initiatives. Arrangement as proposed by the hospital is in full compliance with the Ordinances of the City.

This path to success has had many twists and turns but in the end the path lead to the relatively simple solution as outlined below: A three inch meter has been installed on an eight inch water line, which will serve both the medical office building under construction as well as any future

facilities up to the capacity of the meter in the lines”. Mr. Sepp appreciated the City’s concession to allow the fee payment to be paid over a 36-month period. Construction is on schedule with 49% committed. They anticipate the first tenants occupying the building in late August or early September.

Kay Westberry, Oak Grove Cemetery Committee/Authority: Requested guidance on the act, by-laws and procedures from the City Attorney, reported on Oak Grove Cemetery’s condition after the storm and who was responsible for damaged stones. Jerry Fleming, president Georgia Municipal Cemetery Association stated in a letter that generally headstones are considered private property and homeowners insurance should cover repair costs.

OLD BUSINESS:

A. CHARTER AMENDMENT (*): *Contracting Procedures* (Second Reading)

To amend the Charter “Home Rules” in conflict with the legal services contract as advertised in the Tribune & Georgian for three consecutive weeks

Councilmember Post made a motion to approve the Charter amendment on contracting procedures. Councilmember Stasinis seconded the motion. Voting was unanimous in favor of the motion.

B. APPEALS POLICY: (POSTPONED 3/19/12)

To adopt the Employee Appeals Policy for employee suspensions, demotions and terminations and to adopt revision to Policy 3 (Definitions and Employment Categories), Policy 5 (Recruitment and Selection) and Policy 30 (Termination).

The Human Resource Director stated that the appeal policy would allow employees the opportunity for an impartial review of the decision made by the department director, in the event an employee feels that they have been treated unfairly. This appeal policy will not alter the “at-will” status of any employee.

Councilmember Bird moved to approve the Appeals Policy. Councilmember Morrissey seconded the motion. Council discussed eliminating the city manager from placements, promotions, demotions, dismissals, counseling and disciplinary actions to allow employees to have an impartial review, and authorize department directors to move forward without the approval of the city manager. The city manager would authorize all new hires, transfers, layoffs and salary changes. Either the city manager or his/her designee would perform appeals. Posting of policy changes are emailed, on employee intranet and posted in each department. Voting was unanimous in favor of the motion.

C. GEORGIA DEPARTMENT OF LABOR CAREER CENTER

Update the City Council on the status of negotiations between the Georgia Department of Labor and the City of St. Marys in regards to the old city library located at 408 Osborne Road

The Economic Development Director stated that on May 24, 2012 the Economic Development Director met with the GDOL Chief of Staff and Deputy GDOL

Commissioner in respect to discussing a lease agreement for the use of the old city library as a GDOL career center site. The information was well received by the GDOL staff in attendance and thus will be shared with Commissioner Mark Butler on Wednesday, May 30 to make a final decision on the terms of the lease agreement.

The status of the renovation work taking place at the old city library is as follows:

- The selective demolition process on the interior of the building has begun. A prison detail crew from the Georgia Department of Corrections, secured through the Camden County Board of Commissioners is being used to complete a majority of the renovation work. The prison detail crew will repair the floors of the building, window replacement, install an additional restroom, paint the interior and exterior of the building, and complete necessary work on the grounds to mitigate the flooding issue between city hall and the old city library. No labor cost is being incurred as a result of the prison detail completing the work. The prison crews work Monday through Thursday from 8:30am – 2:00pm.
- After having the air conditioning unit inspected by a local air conditioning company it was determined that it was more cost effective to have the AC unit replaced instead of being repaired. The age of the AC unit along with the age of the air handler attributed to the replacement instead of mere repair. Replacement of ducting throughout the facility is also necessary. The City of St. Marys will be utilizing a GEFA grant in the amount of \$8,983.76 to replace the AC unit. The City of Kingsland will be coordinating the use of the grant funds. The price of the replacement AC unit will not exceed the grant amount available through the GEFA. Prior to the old city library renovation the GEFA grant was going to be used for light replacement for the public works department.
- The City of St. Marys Tree Board during their June 2012 tree board meeting will be considering the removal of a tree directly in front of the old city library (right side of entrance door). The tree appears sickly and clogs the gutter system with moss, sticks, and branches. If the tree board agrees that the tree should be removed, the removal of the tree will be arranged with public works and be removed towards the middle to end of June.

Council briefly discussed lease negotiations, DOL's traffic numbers and the collaboration between the entities.

NEW BUSINESS:

- A. **SOUTHEASTERN BUILDING TRADES ASSOCIATES, INC. (*)**: *Donation*
To accept the donation of one used Midwest Backflow test kit and two new backflow test procedures and theory test books valued at \$1260.00.

Councilmember Post made a motion to accept the backflow test kit and book donations from Southeastern Building Trades Associates, Inc. Councilmember Stasinis seconded the motion. Voting was unanimous in favor of the motion.

B. GEORGIA CRIME INFORMATION CENTER SERVICE AGREEMENT (*):

To authorize the Mayor to execute the renewal agreement with Georgia Bureau of Investigation

Councilmember Post made a motion to approve the Georgia Crime Information Center Service Agreement. Councilmember Stasinis seconded the motion. Voting was unanimous in favor of the motion.

C. LOCAL PREFERENCE ORDINANCE:

Pass an ordinance for local preference to encourage the use of local suppliers of goods, services and construction products whenever possible

Councilmember Bird moved to postpone. Councilmember Morrissey seconded the motion. Council discussed issue with the competitive clause, not including actual numbers but fall within a threshold, applying to new businesses not repeat businesses, accurate wording of the document and definitions of a business. Voting was unanimous in favor of the motion.

D. CLASSIFICATION & COMPENSATION STUDY: Agreement

Enter into a Consulting Services Agreement with Evergreen Solutions, LLC in the amount of \$24,300, which includes travel and expenses; and additional work at \$150 per hour.

Councilmember Morrissey made a motion to approve the Classification & Compensation Study agreement with Evergreen Solutions, LLC. Councilmember Post seconded the motion. Councilmember Bird stated for the record that staff members should be identified who make recommendations and insurance issues when physically in the building and going through city property and documents. Voting was unanimous in favor of the motion.

E. CHANGE FISCAL YEAR: Discussion

Consideration to change the fiscal year

The Finance Director stated that the budget process would begin in May/June, if the fiscal year is changed to September 30th as recommended by staff. The tax digest and millage rate would be determined to make a more accurate tax revenue forecast for the budget. Two audits would be necessary. Council discussed dual audits and costs, software expenses, tax digest, comparisons with other entities and effectiveness.

Councilmember Bird moved to postpone until better clarification is provided. Councilmember Post seconded the motion. Voting was unanimous in favor of the motion.

REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:

A. CITY CALENDAR: City Clerk

The City Clerk announced the upcoming events, activities and meetings for the first two

weeks in June.

REPORT OF MAYOR:

- The City was busy with the storm and cleanup
- Council will look into the memorandum received from Mr. Stein to the Airport Authority

GRANTING AUDIENCE TO THE PUBLIC:

Jeremy Spencer, 165 Kristins Drive: Questioned whether another budget hearing was scheduled

Al Chapman, local resident: Explained his intentions for the property on Meeting Street

MAYOR AND COUNCIL COMMENTS:

Councilmember Post appreciated public works, fire and police department for their hard work during and after the storm.

Councilmember Morrissey attended the Arts Stroll over the weekend and commended the Tourism Director for the event.

Mayor DeLoughy announced the debut of Royal Pains at 9:00 p.m. on Wednesday, June 6th, which was filmed in St. Marys.

CITY MANAGER'S COMMENTS:

The City Manager requested a storm analysis and update by the Public Works Director.

When a storm system developed over the holiday weekend the response team met to discuss the impact on the City. Garbage services were suspended on Monday so garbage was not strewn throughout the City. The first response team was brought in to handle emergencies during the event. There were 66 weather related events responded to with downed trees and power lines, road flooding, and dock damage. Sustained winds were recorded at 50 miles per hour and rainfall at 5 inches. Crews will continue to pick up and remove debris from the streets for the next week or so. Damage to City property at the waterfront was extensive, which includes all the docks at Wheeler Street, the fireworks barge, pavilion dock and floating dock at the Gilman boathouse property. Three lift station pumps were lost during the storm. There was minor damage to the aquatic center and city hall. The insurance company has been notified and a response was received to begin repairs. Docks are the highest priority and were inspected.

Mayor DeLoughy complimented the departments for a stellar job.

Councilmember Post commented that there was insurance on the fireworks barge and whether work would commence on it by the 18th. The Public Works Director stated that Charlene Sears has already made arrangements for the barge.

The City Manager commented that Code Red messages were sent out about the storm and the rescheduled garbage pickup. Chief Horton was the incident commander during the event. He also questioned whether or not Council wanted to hold another budget workshop since preliminary digest information has been received.

A Budget Workshop was scheduled on Monday, June 18th at 4:30 p.m. in the Council Chamber.

EXECUTIVE SESSION: *Personnel* (REMOVED)

There was no "Executive Session" at this time.

ADJOURNMENT:

Councilmember Bird moved for adjournment. Councilmember Post seconded the motion. Mayor DeLoughy declared the meeting adjourned at 7:15 p.m.

Respectfully submitted,



Darlene M. Roellig, City Clerk