

**CITY OF METTER  
REGULAR MEETING  
MONDAY, MARCH 9, 2015  
7:00 P.M.**

A regular meeting was held at City Hall on Monday, March 9, 2015 at 7:00 p. m. in the Council Chambers.

Attending the meeting were the following officials:

Mayor Billy Trapnell  
Mayor Pro tem Chyrileen Kilcrease  
Councilman Ed Boyd  
Councilman Gregory Thomas  
Councilwoman Marsha Colson  
Councilman Paul MacGregor  
City Manager Joseph Mosley  
City Clerk Angie Conner  
Public Works Director Cliff Hendrix  
Chief of Police Mack Seckinger  
Fire Chief Jason Douglas  
Metter Classic Main Street Director Jaime Riggs  
Carvy Snell, Metter Advertiser

Attending the meeting were the following guests:

Mr. Richard Deal, City Auditor, Thigpen, Lanier, Westerfield & Deal CPA's  
Mr. Glynn Thrift, Chairman, Candler County Commissioners  
Mr. Bill Lindsey, County Manager, Candler County Commissioners  
Mr. & Mrs. David Baird, City of Metter Water Department  
Ms. Glenell Eason, City of Metter Streets and Lanes  
Mr. Ronny Medlock, City of Metter Wastewater Department  
Officer Hugh Gordon, Metter Police Department  
Officer Cedric Kirkland, Metter Police Department

**GUEST PRESENTATIONS DURING WORK SESSION PRIOR TO MEETING**

**Employees Recognized for Years of Service**

The following employees were recognized for years of loyal and dedicated service to the City of Metter:

David Baird	5 years
Glenell Eason	5 years
Missy Edenfield	10 years
Joseph Mosley	10 years
Tommy Condrey	10 years
Beth Odom	10 years
Ronnie Medlock	20 years
Cedric Kirkland	25 years

**Mr. Richard Deal, City Auditor, Thigpen, Lanier, Westerfield & Deal CPA's**

Mr. Richard Deal, City Auditor, Thigpen, Lanier, Westerfield & Deal CPA's, was present at the work session prior to the Council meeting to present the FY 2014 Audit Report. He touched on the financial highlights. The City had total net position (assets exceeded liabilities) of **\$26,388,332** at 2014 fiscal year-end. Total net position is comprised of the following:

- (1) Net investment in capital assets of **\$22,785,420** includes property and equipment, net of accumulated depreciation, reduced by outstanding debt related to the purchase or construction of capital assets.

- (2) Net position of **\$1,864,582** is restricted by constraints imposed from outside the City such as debt covenants, grantors, laws, or regulations.
- (3) Unrestricted net position of **\$1,738,330** represents the portion available to maintain the City's continuing obligations to citizens and creditors.

The City's governmental funds reported total ending fund balance of **\$3,104,800**, compared to **\$3,107,515** in fiscal year 2013. This is a **\$2,715** (or 0.1) decrease. At the end of the current fiscal year, unassigned fund balance for the General Fund was **\$967,706**, or 31.3% of total general Fund expenditures.

There were two deficiencies reported in the audit:

- (1) **Collection and disbursement of fines revenue** – The City plans to automate the citation entry process and implement review procedures to be performed by an individual not involved with the citation data entry.
- (2) **General access controls** – The City has contacted our accounting software company and modified user access so that it is appropriate based on job duties. Staff will discontinue the sharing of user names and passwords so that each user's activity is tracked under his or her assigned user name.

### **Chairman Glynn Thrift, Candler County Board of Commissioners**

Chairman Glynn Thrift, Candler County Board of Commissioners, would like to meet with the Mayor and City Council to discuss the budget process for several joint services. He says that it is hard to budget for one year at a time. The County Commissioners think that it would be better if we could work together and come up with longer term budgets. He said that the County Commissioners has appointed a committee to work with the City, which includes: Chairman Thrift, Bill Lindsey, County Manager, and Brad Jones, Candler County Board Member.

Chairman Thrift informed everyone that the Candler County Commissioners have voted to hire Fire Chief Jason Douglas as EMA Director if the City agrees. Mayor Trapnell said that he thinks this would be a great move but he is also worried about it being too much on Chief Douglas since he is creating the full-time Fire Department. Chief Douglas said he is up for the job. Chairman Thrift said that the County will pay the salary for the EMA Director and for his training.

### **CALL TO ORDER AND WELCOME**

Mayor Trapnell called the meeting to order and welcomed everyone.

### **PLEDGE OF ALLEGIANCE**

Councilman Boyd led the Pledge of Allegiance.

### **INVOCATION**

Councilman Thomas gave the invocation.

### **APPROVAL OF AGENDA**

Councilman Boyd made a motion to add the Candler County Board of Education Emergency Plan to the agenda. Councilman MacGregor seconded the motion, and the vote was unanimous.

Councilman MacGregor made a motion to add to the agenda a motion to amend the present (FY 2015 budget) budget to 9 months and change the city's fiscal year to begin on July 1 and end on June 30. Councilman Boyd seconded the motion, and the vote was unanimous.

Councilman MacGregor made a motion to add to the agenda a motion to approve Fire Chief Jason Douglas being appointed as Candler County EMA Director, effective April 1, 2015. Councilman Thomas, seconded the motion, and the vote was unanimous.

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Councilwoman Kilcrease made a motion to add to the agenda a motion to allow Councilman Boyd to approach the ARCHway Board about the design work for the entrance to the Metter Police Department and to relocate a potential park near the MPD. Councilman MacGregor seconded the motion, and the vote was unanimous.

Councilwoman Kilcrease made a motion to add getting specs for an administration car or SUV to the agenda. Councilman MacGregor seconded the motion, and the vote was unanimous.

Councilwoman Kilcrease made a motion to approve the agenda with the additions voted on above. Councilman MacGregor seconded the motion, and the vote was unanimous.

**APPROVAL OF MINUTES**

Councilman MacGregor made a motion to approve the following minutes:

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Councilwoman Colson seconded, the motion and the vote was unanimous.

**OLD BUSINESS**

There was no old business to report.

**NEW BUSINESS**

**Associates in Local Government Assistance, Inc. – Grant Writers – 2015 CDBG Project**

Councilman Thomas made a motion to hire Associates in Local Government Assistance, Inc. (ALGA) as the grant writer for the 2015 Community Development Block Grant (CDBG) project. Councilman MacGregor seconded the motion, and the vote was unanimous.

**Resolution – Last Landscape Plan – Jaycee Park**

Councilwoman Kilcrease made a motion to adopt by resolution the last landscape plan as the master plan for the Jaycee Park. Councilwoman Colson seconded the motion, and the vote was unanimous.

**Harris – 12 Month Contract – Utility Bills**

Councilwoman Kilcrease made a motion to approve a one-year contract in the amount of **\$14,755.20** with Harris to continually print the City of Metter Utility bills. Councilman MacGregor seconded the motion, and the vote was unanimous.

**Request to Close South College Street for 5K Run**

Councilman MacGregor made a motion to approve a request by Mrs. Carol Smith, representing the Candler County Schools Program for Exceptional Children, for the closure of South College Street between 8:00 a.m. and 10:00 a.m. to have a 5K Run on Saturday, April 4, 2015 during the Another Bloomin Festival (between Pine Street and Vertia Street). Councilman Thomas seconded the motion, and the vote was unanimous.

**Resolution – Georgia Cities Week**

Councilman Boyd made a motion to approve a resolution designating April 19-25, 2015 as Georgia Cities Week here in the city of Metter. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

**Candler County Board of Education Emergency Plan**

Councilwoman Kilcrease made a motion to approve the Candler County Emergency Plan which includes using the old school buildings as shelters for the children. Councilman MacGregor seconded the motion, and the vote was unanimous.

**Amending FY 2015 to a 9 Month Budget Year Ending June 30, 2015 and Creating a New Budget Cycle Beginning on July 1 and Ending on June 30.**

Councilman MacGregor made a motion to amend the FY 2015 Budget 12-month budget year to a 9-month budget year ending June 30, 2015 and creating a new budget cycle that will run from July 1 to June 30 each year which will go along with the County budget cycle. Councilman Boyd seconded the motion, and the vote was unanimous.

**Fire Chief Jason Douglas Appointed as EMA Director**

Councilman Thomas made a motion to approve Fire Chief Jason Douglas being appointed as Candler County EMA Director, effective April 1, 2015. Councilman MacGregor, seconded the motion, and the vote was unanimous.

**Permission for Councilman Boyd to Approach ARCHway Board**

Councilwoman Colson made a motion to allow Councilman Boyd to approach the ARCHway Board about the design work for the entrance to the Metter Police Department and to relocate a potential park near the proposed Metter Police Department facility. Councilman MacGregor seconded the motion, and the vote was unanimous.

**Specs for Administration Vehicle**

Councilwoman MacGregor made a motion to get specifications for an administration car and a SUV. Councilman Thomas seconded the motion, and the vote was unanimous.

**MAYOR'S REPORT**

Mayor Trapnell gave an update on major Georgia General Assembly Legislation that negatively impacts local governments. The biggest item is HB 170 Transportation. In this situation, some cities will be winners and others will be losers. The word is the Senate may come up with something totally different. Also, another big issue is billboards. They are talking about charging relocation fees to the Cities when they have to be moved for maintenance reasons. Please keep the legislature and local government in your prayers since there will be some tough decisions to be made.

**STAFF REPORTS**

**City Manager's Report**

Mr. Mosley informed Mayor and City Council that a CDBG workshop was held at City Hall. He also gave an update on the GATEway Entrance Grant. He said that once the grant application was sent in, he found out that the website had inaccurate dates so they sent the forms back to us. We are also working on some amendments to the Occupational Tax Ordinance that we will be bringing back to city council.

**Police Department Report**

Chief Seckinger submitted a written report.

**Main Street Affiliate Program**

Mrs. Riggs submitted a written report.

**Fire Department Report**

Chief Douglas submitted a written report. He added that the ISO inspection will be Thursday at 1:00 p.m.

**Administration Report**

Mrs. Conner informed Mayor and City Council that the 6<sup>th</sup> grade essays were mailed to GMA. The GMA registration is complete. We are beginning to work on GMA Georgia Cities Week activities.

**ADJOURNMENT**

After no further discussion, Councilwoman Kilcrease made a motion to adjourn the meeting. Councilman MacGregor seconded the motion and the vote was unanimous.

The meeting was adjourned at 8:05 p.m.

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Angie Conner, City Clerk

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William M. Trapnell, Mayor