

**CITY OF METTER
REGULAR MEETING
MONDAY, APRIL 10, 2017
5:30 P.M.**

A regular meeting was held at City Hall on Monday, April 10, 2017 at 5:30 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 Mandi Cody
City Clerk Angie Conner
Public Works Director Cliff Hendrix
Chief of Police Mack Seckinger
Captain Robert Shore
City Attorney Brent Carter
Fire Chief Jason Douglas
Finance Manager Cindy Collins
HR/Purchasing Manager Missy Edenfield
Metter Classic Main Street Director Jaime Riggs
Carvy Snell, Metter Advertiser

Attending the meeting were the following guests:

Victoria Gaitten – Chamber of Commerce/Welcome Center
Dustin Durden – Pineland Telephone
Catherine Muse – Archway Professional
Caleb Stilling – Metter Fire Department
Mike Lambert – Metter Fire Department

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

Councilwoman Kilcrease gave the invocation.

APPROVAL OF AGENDA

Councilman MacGregor made a motion to approve the agenda as presented.
Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

Councilwoman Kilcrease made a motion to approve the following minutes:
Regular Meeting – Monday, February 13, 2017
Regular Meeting – Monday, March 13, 2017
Councilman MacGregor seconded the motion, and the vote was unanimous.

OLD BUSINESS

There was no old business to report.

NEW BUSINESS

Ordinance Amendment – Title 1, Chapter 1.16, Section 1.16.010 Schedule of Fines of the Metter Municipal Code

Councilman Boyd made a motion to adopt the 2017 Fine Schedule for the City of Metter Municipal Court, amending Ordinance Title 1, Chapter 1.16, Section 1.16.010 Schedule of Fines of the Metter Municipal Code. (Second Reading) Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

2005 SPLOST, 2011 SPLOST, TIA (aka TSPLOST)

2005 SPLOST

City Manager, Mandi Cody gave an update regarding projects and fund balances for the 2005 SPLOST, the 2011 SPLOST, and TIA (aka TSPLOST). Ms. Cody had prepared balance sheets for each fund. The 2005 SPLOST balance sheet showed \$3,363,000 in projected collections; \$3,630,000 in project estimates; \$3,096,604.07 actual collections; and 85% percentage collected. The project cost to date is \$2,486,535.82. Percentage collected verses expenditures to date in Level A is (\$-216,584); Level B \$143,318; and Level C \$614,000. 2005 SPLOST funds available are \$540,000. The cash balance is \$563,957.91.

If costs are less, we may redirect the remaining unexpended funds to any other City project on the list. B and C projects will be completed based upon availability of funds. If necessary, the funding rations may be adjusted to ensure completion of Level A projects.

2011 SPLOST

The 2011 SPLOST balance sheet shows the total 2011 SPLOST projection at \$7,200,000; typical monthly collection \$100,000-\$110,000; total collected through 1/31/17, \$6,267,993.7. Once we reach the \$7,200,000, the next \$500,000 goes to the Candler County Industrial Authority. Of the total amount collected Candler County gets 56%; City of Metter 40% and the Town of Pulaski 4%. The City's portion (40 %) of the \$7,200,000 is \$2,880,000. The projected collections are \$2,919,875.00; project estimates \$3,100,000.00; actual collections \$2,507,197.48 (should be through 01/31/17). The actual collections through 01/31/17 are \$2,408,975.79. The percentage collected to projected is 81% / 93% max. The maximum anticipated collection is \$2,880,000.

The actual cost to date for Level A projects is \$1,459,117.10. The cost estimate is \$1,337,392.90. Level A is at 97%. Level B projects were estimated at \$100,000. The total cost to date for Level B is \$93,509.95. The percentage of collected funds verses expenditures to date for Level A is \$1,337,392.90; Level B \$-509.95. There is \$1,336,882.95 available for 2011 SPLOST. The cash balance is \$825,587.69 with \$372,802.52 left to collect.

TSPLOST

TSPLOST is divided into two pots; discretionary funds, which is collected monthly (\$3,000 per month) and a constrained project list. The constrained project list usually have defined costs and if the project costs more, then the city will pay and if it costs less then, the Department of Transportation will reallocate. We have Band 1, 2 and 3 projects. We are currently in Band 2. We are running at 17% under projections right now.

Approval of a Joint Meeting with Candler County – Renewal of SPLOST

Mayor Trapnell received a notice from Kendall Gross, County Attorney, giving the city notice of a meeting to initiate a new special local option sales tax referendum. This is our notice, in accordance with O.C.G.A. §48-8-111(a) of the initial meeting to discuss possible capital outlay projects so that the projects can be presented to the public in a

special local option sales tax referendum that will be held at a later date in accordance with state law. The initial meeting will be held on April 26, 2017 at 5:00 p.m. at the Candler County Board of Commissioners Office.

Ms. Cody explained that the SPLOST referendum could go on the ballot in November or could hold out until March. We will need to be prepared to present a project priority list approved by council. Then the voters will have to approve it. The City of Metter, Candler County and the Town of Pulaski will have to agree on what percentages each will receive.

Councilman Thomas made a motion to approve a joint meeting of the governing bodies of the City of Metter and Candler County set for April 26, 2017 at 5:00 p.m. at the Candler County Commissioner's Office for the purpose of discussing the renewal of Special Purpose Local Option Sales Tax and possible projects. Councilwoman Kilcrease seconded the motion, and the vote was unanimous.

2017 Additional LMIG Off-System Safety Funds

Councilwoman Kilcrease made a motion to approve the Mayor's execution and submittal of a grant application for 2017 Additional LMIG Off-System Safety Funds to be used for striping and stop bars for the road segments shown on the attached 2017 LMIG Project Report. Councilman Thomas seconded the motion, and the vote was unanimous.

Closing Bank Accounts at Pineland Bank

Councilwoman Colson made a motion to approve closing the following City of Metter accounts at Pineland Bank:

Bond & Interest Sinking Fund	331
Sinking Fund #2	4016325
Asset & Drug Forfeiture	1810845

Councilwoman Kilcrease seconded the motion, and the vote was unanimous. These accounts were closed by suggestion of the city auditor.

Asset & Drug Forfeiture Account

Councilwoman Kilcrease made a motion to open a new Asset & Drug Forfeiture Account at Queensborough National Bank & Trust. Councilman Thomas seconded the motion, and the vote was unanimous.

Ordinance Amendment – Alcohol Beverages – Chapter 5

Councilwoman Kilcrease made a motion to approve a first reading of an Ordinance to amend Chapter 5 of the Official Code of Metter, Georgia regarding Alcoholic Beverages; to amend proximity restrictions and to establish a Special Event Permit. Councilman MacGregor seconded the motion and the vote was unanimous. The second reading will be held at the regular meeting in May. Councilwoman Colson wanted to know if this could be handled at staff level. Ms. Cody said that it can be handled at staff level if council chooses to do so. Mayor Trapnell said that we need to look at the pros and cons.

Councilwoman Colson asked about the requirement of two officers. Ms. Cody said that she put that in there to get feedback. We can set the fees with resolutions. According to the state, the fee could be set up to \$5,000. Ms. Cody said that we do not have to require the two officers. We could require conditions on the permits.

Public Hearing Date Set

Councilwoman Colson made a motion to set a public hearing on May 8, 2017 at 5:30 p.m. for the consideration of two resolutions: 1) Exempting the City Administration Car from marking requirements, and 2) Exempting the City Manager's Car from marking requirements (O.C.G.A. 36-80-20). Councilwoman Kilcrease seconded the motion and, the vote was unanimous.

MAYOR'S REPORT

Mayor Trapnell did not give a report.

STAFF REPORTS

Police Department Report

Chief Seckinger submitted a written report. He added that he has been working with the committee getting ready for the festival.

Public Works Report

Mr. Hendrix submitted a written report. He added that he has also been working with the festival committee. We are working on a route system for the garbage pickup.

Mr. Hendrix said that he has met with the animal services committee several times. These meetings have been productive. They are prepared to make a recommendation to council in May. They have a short and long term plan that will work into the comprehensive plan. They are recommending keeping the animal shelter where it is now. We met at the Police Department and toured some of that property that could be used in the future which will be part of the long term recommendations. The volunteers have put a lot of work into the research for this project.

Fire Department Report

Chief Douglas submitted a written report. He also reported to council that the Fire Department has received the funds for the generator grant last week. It is installed and working. Mayor Trapnell commended the Fire Department on a "job well done" saving the house on South Rountree Street.

Main Street Program Report

Mrs. Riggs submitted a written report. She also is working with the festival committee.

Ms. Muse said that council had made a request last fall for some of the engineering students to look at drainage on the west side of the City. They have looked at Aline Ave. and will provide some long and short term plans. They will present these plans on May 1, 2017 at 10:00 a.m. at Pineland Telephone. Ms. Muse asked council to participate.

Ms. Muse said that Archway is working on several projects with the city and county.

Administration Report

Mrs. Conner submitted a written report. She also reminded council of their Financial Disclosure reports that are due by July 1, 2017.

Finance Report

Ms. Cody announced that the March statements are balanced and she would be taking a look at them. Workers Comp has increased \$35,000 over budget. Property and Casualty will increase by 50%. Ms. Cody said that we are working on certification at the police department and this will help on the liability side.

City Manager's Report

Ms. Cody reported that she has been having round table discussions with employees. She met with small groups and provided lunch. The departments were mixed up and the supervisors were not allowed at the meetings. Ms. Edenfield helped with the process. We got lots of feedback from the employees. They had a lot of good suggestions. This gave the front-line employees the opportunity to give their input.

Ms. Cody announced that she will be working with the Chamber on restructuring our partnership. They have given her a proposal. Ms. Cody said that she will review the proposal and bring forward at the next meeting.

EXECUTIVE SESSION

Councilwoman Colson made a motion to go into executive session to discuss possible and pending litigation and personnel issues. Councilman MacGregor seconded the motion, and the vote was unanimous. Ms. Cody asked to include the City Attorney, Police Chief, and Police Captain in these discussions. They were allowed to participate.

After the discussion was complete, Councilwoman Kilcrease made a motion go back into open meeting. Councilman MacGregor seconded the motion, and the vote was unanimous.

ADJOURNMENT

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

The meeting was adjourned at 7:50 p.m.

Angie Conner, City Clerk

William M. Trapnell, Mayor