

FLEMINGTON CITY COUNCIL MEETING

July 12, 2016

PRESENT: Mayor Sandra Martin
Mayor Pro Tem Paul Hawkins
Council Member Charles Richardson
Council Member Donnie Smith
Council Member Gail Evans
Council Member David Edwards

ALSO PRESENT: City Attorney Craig Stafford
Deputy Sergeant Guy Pagliolo
City Clerk Terri Willett

1. The regularly scheduled meeting of the City of Flemington was called to order by Mayor Sandra Martin on Tuesday, July 12, 2016 at 4:30 p.m. in the conference room at City Hall in Flemington, GA. A quorum necessary to conduct business was visibly present.
2. Invocation by Mayor Pro Tem Paul Hawkins, followed by the Pledge of Allegiance.
3. Council dispensed with the reading of the June 2016 minutes pending transcription.
4. Deputy Sergeant Guy Pagliolo was in attendance to provide council with a list of statistics for the month of June. Sgt. Pagliolo reported there were no accidents on McLarry's Curve. One burglary occurred at a house on Wallace Martin. Sergeant Pagliolo also announced he will be retiring in January 2017 and recommended hiring his replacement a couple of months before his departure to allow cross training. Palmer Dasher asked how long Sgt. Pagliolo has been in law enforcement and he replied 21 years in the Marine Corps and 19 ½ years with the sheriff's department.
5. LCPC:

Action Items

- a. Sign Permit: LCPC's Gabrielle Hartage presented council with a request for a digital sign for the Quality Inn. Proposed sign meets zoning requirements. Sign consists of 60 sq. ft. and ordinance allows a total of 64 sq. ft. There will be no scrolling, one message per 15 minutes and change has to occur within three (3) seconds, no special effects, not to exceed 12 candles. LCPC recommends approval. Motion by David Edwards to approve. Seconded by Palmer Dasher. All agreed. Motion passed.
- b. Comprehensive Plan: LCPC's Melissa Jones presented the Liberty County 2040 Joint Comprehensive Plan and requested permission to submit to applicable agency. Melissa reviewed each slide which provided detailed statistics and other information. It requires a 45 day review by the regional commission prior to official adoption in October. Gail Evans made a motion to give LCPC authority to submit the plan to the state. Seconded by Palmer Dasher. All agreed. Motion passed.
- c. Mayor Martin noted that the Liberty County 2016 Hazard Mitigation Plan, Municipal Adoption Resolution, requires approval by the council and signature of the mayor. Motion by Palmer Dasher to authorize the mayor to sign the resolution. Motion seconded by Paul Hawkins. All agreed. Motion passed.

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6. Liberty County Convention and Visitors Bureau: Leah Pool advised the council that Amanda Scott would present an update of CVB accomplishments through a detailed slide presentation. Amanda detailed specific accomplishments of the CVB January – June 2016. Palmer Dasher commended Leah and Amanda and the CVB staff for their work. Mayor Martin and council thanked them for their report.
7. City Engineer Matthew Barrow was in attendance to provide information to mayor and council. He stated that the capital improvement list included paving of Kallquist and his thoughts at that time were that it would be a minimal project. However, draining issues have surfaced that must be addressed. He stated that proposed development in that area will have to address the same issues and he will work with the developer to determine if the same drainage solutions for development can be used for Kallquist.

Matthew also informed mayor and council that the sign requested at Wallace Martin/U.S. Hwy 84 was declined by GDOT due to the fact that the intersection is not signalized.

Matthew reminded mayor and council that DOT approved LMIG funding and it is to be used to install a turn lane on Wallace Martin at U.S. Hwy 84. The cost estimate is \$80K, the cost being less than expected because the existing road is wider than standard so no additional right of way is needed. In response to a question from Charles Richardson, Matthew stated that five or six vehicles could fit in each turn lane without encroaching on Panera Bread's property. He also said this project will provide an opportunity to address a slight drainage issue between Panera Bread and the adjacent hotel.

Matthew provided a copy of a proposed Request for Proposals for street sweeping, right-of-way maintenance, and city hall grounds maintenance developed with the council's appointed committee, and which includes the addition of storm water reporting requirements. Craig Stafford recommended a one-time orientation with all potential contractors. Matthew asked for council's review and input. Palmer Dasher suggested that pressure washing city hall could be reduced to three times per year with extras ordered as needed. Mayor Martin stated that sealed bid will be opened at city hall. Craig Stafford noted that insurance must be presented by the successful bidder(s). Matthew requested further review and feedback to him as soon as practicable.
8. Unfinished/New Business:
 - a. Paul Hawkins noted the recent illness and absence of the city clerk emphasized the need to have written instructions on city hall operations. Terri Willet interrupted to state that she is resigning her position effective Thursday, July 21, 2016. Palmer Dasher asked if Ms. Willett could draft broad instructions on various procedures that would be helpful in transitioning her duties to her replacement. Ms. Willett declined to provide such assistance, citing stress and illness as factors in her decision.
 - b. Donnie Smith stated that in the workshop conducted regarding development of the Miles Property, Marcus Sacks indicated that Hilton Head does a great job with tree preservation and asked if LCPC could get a copy of Hilton Head's tree ordinance so we might review it before considering development and adoption of a tree ordinance for Flemington. Donnie then noted that at the last meeting of council she asked a question on the legal propriety of voting for and approving the award of a contract to Signature Lawns for two additional roadside cuttings each year and asked if such a vote must be ratified by the council at its next regular meeting. Craig Stafford stated that ratification at the next meeting of council is advisable. Palmer Dasher made a motion henceforth that any decisions that require official vote of council must be ratified by vote at official council meeting. Motion seconded by Gail Evans. All agreed. Motion passed. Donnie Smith made a motion to ratify the vote to award Signature Lawns a contract for two right-of-way cuttings as voted in the previous workshop. Motion seconded by Gail Evans. All agreed. Motion passed.
 - c. Mayor Martin requested that Craig Stafford, Jeff Arnold, or Andrew Johnson represent the law firm at future meetings of council. Attorney Stafford agreed.

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- d. Donnie Smith made a motion, pending completion of unfinished/new business with remaining council members who had not yet spoken, to adjourn to executive session for the purpose of discussing personnel matters. Terri Willett informed mayor and council that the executive session is not on the agenda to which Donnie Smith replied that she had not seen an agenda until arriving at the meeting so how could a request for amending the agenda have been submitted prior to the meeting? Craig Stafford advised that a motion would need to be made to add the executive session to discuss personnel matters to the agenda, to which Donnie Smith responded with that motion. Motion seconded by Palmer Dasher. All agreed. Motion passed.
 - e. David Edwards noted that Charles Richardson mentioned having current contractors provide input for the proposal discussed in paragraph 7, above. Matthew Barrow responded that input would not be specifically requested but the process would allow for omissions and changes to be addressed if such were submitted by current contractors or others.
 - f. Palmer Dasher asked about the unsightly debris left on the Pipkin property on Highway 84 after the approved cutting of diseased and rotten trees on the site. Paul Hawkins agreed to speak to Mr. Pipkin and ask him to get it cleaned up. Secondly, Palmer asked about the high temperature in council chambers after replacing the windows and the response is the system cuts off automatically at a specified time. Since this has been an extended meeting, the air conditioning has cut off.
 - g. Mayor and council adjourned to executive session per paragraph 8d, above, at 6:18 p.m.
 - h. Council returned to open session. City Clerk Terri Willet left the meeting for medical reasons at the same time as the mayor and council went into executive session. It was agreed that someone is needed to take minutes in her absence. Motion by David Edwards, seconded by Gail Evans, to appoint Donnie Smith to accomplish this task. All agreed. Motion passed.
 - i. After a brief discussion regarding the need for a sound system, David Edwards agreed to coordinate with Tim Byler, Pastor of Connection Church, to gather information and report findings at the next meeting of mayor and council.
9. Paul Hawkins made a motion to adjourn the meeting at 7:20 p.m. Second by David Edwards. All agreed. Motion passed.