City Hall

April 17, 2018

The regular council meeting was held on April 17, 2018 at 6:00 pm with Councilmember Wayne Favors as Presiding Officer.

Those present were Councilmembers Wayne Favor, Stephanie Hannah and Edward Rabun. Mayor Lester Hadden, Councilmember Michelle Weatherford-Usry and Councilmember John J. Rabun Jr., were unable to attend.

Others present were City Administrator Arty Thrift, City Clerk Janee Miller, City Attorney Chris Dube, Wastewater Superintendent Larry Anderson, Assistant Police Chief Jim Votaw and Fire Chief Keith Boulineau.

Citizens present were Betsy Milburn, Debra Samples, Charles Milburn, Daniel Eubanks, Bennett Clark, Mary Walker and Jessie Dixon.

City Administrator Arty Thrift gave the invocation followed by the Pledge of Allegiance.

Edward Rabun made a motion to appoint Councilmember Wayne Favors as Presiding Officer in the absence of Mayor Lester Hadden and Mayor pro tem John J. Rabun Jr. Stephanie Hannah seconded the motion; all in favor.

Stephanie Hannah made a motion to adopt the agenda as printed. Edward Rabun seconded the motion; all in favor.

Minutes of the March 14, 2018 work session, minutes of the March 20, 2018 regular council meeting and minutes of the March 20, 2018 executive session were approved as printed with a motion made by Edward Rabun. Stephanie Hannah seconded the motion; all in favor.

Stephanie Hannah made a motion to approve the General Fund, Water & Sewer System Fund, Gas System Fund and Landfill & Sanitation Fund Summary Financial Statement as presented. Wayne Favors seconded the motion; all in favor.

Unfinished/Old Business – None

Rev. Jimmy McCullough, III with Ways Grove Baptist Church presented Council with information requesting permission to hold an Outreach Ministry program for the community in the month of May. Wayne Favors made a motion to approve the Outreach Ministry program for the month of May. Stephanie Hannah seconded the motion; all in favor.

 Stephanie Hannah made a motion to approve the Resolution to adopt the 2017 CDBG Program Language Access Plan. Edward Rabun seconded the motion; all in favor.

Edward Rabun made a motion to adopt and approve the City’s Fire Hydrant Flushing Clean Water Quality Program policy and procedures. Wayne Favors seconded the motion; all in favor.

Stephanie Hannah made a motion to adopt the Resolution for a comprehensive Operations Manual for use by the Wrens Police Department. Wayne Favors seconded the motion; all in favor.

City Administrator Thrift reported that the City received one bid for the sale of city-owned property containing .40 acres, more or less identified as a portion of Tax Map R001, Parcel 252 by the Jefferson County Tax Assessor’s office. Pineland Communications, Inc. submitted a bid in the amount of $10,250.00. Wayne Favors made a motion to accept this bid. Edward Rabun seconded the motion; all in favor.

Stephanie Hannah made a motion to adopt and approve the Resolution to establish a 5% Cable and Video Franchise Fee issued by the State of Georgia. Edward Rabun seconded the motion; all in favor.

Wayne Favors made a motion to appoint Paul Arrington to the Board of the Development Authority of Jefferson County. Edward Rabun seconded the motion; all in favor.

There were no Committee Reports at this time.

In Staff Reports, Wastewater Superintendent Larry Anderson, Fire Chief Keith Boulineau and Assistant Police Chief Jim Votaw presented council with a report on activities of their respective Departments.

Ordinance Readings – None

Wayne Favors made a motion to enter into executive session to discuss **Personnel.** Edward Rabun seconded the motion; all in favor.

1. That this Mayor and Council now enter into closed session as allowed by O.C.G.A. ₴ 50-14-4 and pursuant to the advice by the City Attorney, for the purpose of discussing the following: **Personnel.**
2. That this body, in open session adopt a resolution authorizing and directing the Mayor or presiding officer to execute an affidavit in compliance with O.C.G.A. ₴ 50-14-4 and that this body ratify the actions of the council taken in closed session and confirm that the subject matters of the closed session were within exceptions permitted by the open meeting law said resolution form to be in separate notebook kept with minute book.

Back in open session Stephanie Hannah made a motion to approve a merit pay increase for Deputy City Clerk Cassie Bartlett increasing her annual salary to $39,515.79 (Grade 9, Step 9). This adjustment is effective May 17, 2018. Wayne Favors seconded the motion; all in favor.

Wayne Favors made a motion to accept the recommendation of City Administrator Arty Thrift to promote Jan Wren to the position of Billing Clerk II in the Administration Department with an hourly rate increase to $13.85 per hour (Grade 8, Step 4). The promotion and hourly increase is effective May 17, 2018. Stephanie Hannah seconded the motion; all in favor.

Stephanie Hannah made a motion to approve a merit pay increase for Custodian Tasha Wright raising her hourly rate to $9.04 per hour (Grade 1, Step 7). The hourly rate increase is effective May 17, 2018. Wayne Favors seconded the motion; all in favor.

Wayne Favors made a motion to approve a merit pay increase for Water/Sewer Certified Operator Victor Ursy raising his hourly rate to $16.65 per hour (Grade 8, Step 9). The hourly rate increase is effective May 17, 2018. Stephanie Hannah seconded the motion; all in favor.

Wayne Favors made a motion to approve a merit pay increase Fire Department Captain Jeremy Braswell raising his hourly rate to $16.65 per hour (Grade 8, Step 9). The hourly rate increase is effective May 17, 2018. Stephanie Hannah seconded the motion; all in favor.

Stephanie Hannah a motion to accept the recommendation of Fire Chief Keith Boulineau to promote Clint Bennett to the position of Lieutenant in the Fire Department with an hourly rate increase to $15.70 per hour (Grade 7, Step 10). The promotion and hourly rate increase is effective May 17, 2018. Edward Rabun seconded the motion; all in favor.

Wayne Favors made a motion to accept the recommendation of Public Works Superintendent Wayne Davis to promote William Hammond to the position of Assistant Gas Superintendent in the Gas Department with an hourly rate increase to $19.00 per hour (Grade 9, Step 10). The promotion and hourly rate increase is effective May 17, 2018. Stephanie Hannah seconded the motion; all in favor.

There being no further business, Edward Rabun made a motion to adjourned at 7:15 pm. Stephanie Hannah seconded the motion; all in favor.

Janee Miller

City Clerk