

Tyrone Town Council Minutes

February 5, 2009

Present:

Mayor Don Rehwaldt
Councilman Tracy Young
Councilman Eric Dial
Councilwoman Grace Caldwell
Councilwoman Gloria Furr
Town Manager Chris Venice
Town Attorney Dennis Davenport
Town Clerk Nancy Goedker

Call to Order, Invocation and Pledge of Allegiance

The Invocation was given by Pastor Mark Medlin, New Heritage Church of God, followed by the Pledge of Allegiance.

Public Comments

None

Approval of Agenda

Motion to approve the agenda with the exception in Old Business to have item 2 “Veterans Memorial Park Update by Grace Caldwell” and item 4 “Discussion of Founder’s Day Proposals by Jennifer Patton, Recreation Department” switched and remove item 11 “Approval of Wayne Martens to fill the Maintenance position with Public Works” from the Consent Agenda for discussion was made by Councilwoman Furr, seconded by Councilman Young, approved 4-0.

PRESENTATIONS/RECOGNITION:

1. Proclamation to recognize Hugh O’Neil for his service on the Planning Commission.

Mayor and Council presented a proclamation of appreciation to Hugh O’Neil for his service as a member of the Planning Commission. Mr. O’Neil thanked the Town and stated it was a pleasure serving on the Planning Commission.

OLD BUSINESS:

2. Discussion of Founder’s Day Proposals by Jennifer Patton, Recreation Department.

Jennifer Patton, Recreation Department, presented Council with a brief summary of four Founder’s Day proposals:

(A) Similar to what has been in the past: carnival, art show, parade, entertainment, car show, train display, library book sale and other activities. The only difference would be to eliminate asking for sponsorships and focus more on a community fundraising event by having a dance or a dinner.

(B) Carnival at Handley Park Friday, Saturday and Sunday. Coupled with smaller festivities at Shamrock and Triangle Park with an old fashion type of venue on how to make rope, candles, and soap with entertainment from churches, schools and recreation programs, and a parade.

(C) A parade and a little kid adventure with the option of having an art show, train display, car show, library book sale and fireworks. There would be no carnival.

(D) Friday night concert in the park with a mini festival and food vendors. Saturday festivities would include a parade and a little kid adventure with the option of having an art show, train display, car show and fireworks. There would be no carnival.

Councilwoman Caldwell clarified that last year donations were received from sponsorships. Was this going to be eliminated and be strictly a Town funded event?

Ms. Patton commented that sponsorship donations went to advertising. If the newspaper insert is eliminated there would be about a \$4,000 savings. The carnival brought in the revenues.

Councilman Dial added that some businesses would still like to donate to Founder's Day. Mr. Dial recommended that a sub-committee be put together for fundraising. He said this would be peer-to-peer requests. This way the committee is not running the risk of Founder's Day being a Town funded event, and Founder's Day will be kept at the level it is now.

Councilman Young asked if Ms. Patton had a chance to meet with the Founder's Day committee since asked to come up with these proposals.

Ms. Patton verified she had not.

Councilman Young stated that Founder's Day is a community event and would like the committee's input. Mr. Young agreed with Councilman Dial about having a sub-committee asking businesses for donations.

Councilwoman Caldwell stated she would like to see Founder's Day turned over to a private enterprise. With the financial projections for Fiscal Year 2009-2010 that Council received from Ms. Sturm, Tyrone's Financial Manager, she did not know where the Town was going to come up with any money.

Councilman Dial asked if the Town actually spent dollars last year or did the Town bring in dollars?

Ms. Patton confirmed that the Town brought in money.

Chris Venice, Town Manager, added that the Town did provide seed money.

Ms. Patton added that there is around \$6,000 available from last year.

Councilman Young added that the Town budgeted \$15,000 for Founder's Day and still made money, and that was with Ms. Patton and Ms. Owen doing the fundraising. He added that if a sub-committee raised funds this year the Recreation Department would not need funds from the Town.

Ms. Patton was directed by Council to meet with the Founder's Day committee, get their input, and bring back two proposals for Council's consideration.

3. Discussion of rescinding Ordinance 483 – Tyrone Library Board.

Mayor Rehwaldt said he spoke with a member of the Peachtree City Library Commission. Mayor Rehwaldt stated that their commission has had only a few meetings and very little substance had been addressed. He added that he has no problem establishing a board or changing the ordinance.

After a brief discussion concerning the library and the library board, Mr. Davenport commented that looking back in history the Town has to supply three or four services to meet the minimum qualifications to receive the local options sales taxes funds; the library being one of those services. He added that when the library moved to its new location the Flint River Library System required some type of board to be in place to interface with their regional system.

Councilwoman Caldwell stated she was in favor of the library board. She added the board gives citizens input into the library oversight and present recommendations back to the citizens.

A motion to amend Ordinance 483, Tyrone Library Board, to have three citizens from the community be appointed to the library board was made by Councilman Young, seconded by Councilwomen Caldwell, approved 4-0. (Ordinance #2009-002)

4. Veterans' Memorial Park Update by Grace Caldwell.

Mr. Al McWilliams updated Council on the plans for the Veterans' Memorial Park. He stated that the America Flag currently located on Senoia Road will be kept and a POW/MIA flag will be flown underneath. To the east and west of the American Flag will be flag poles representing the five branches of service. Behind the flag poles, along the walkway, the memorial currently located at the Police Department will be moved to Veterans' Park with an eagle placed on top of the memorial. Mr. McWilliams added in order to install the service flags, four trees, which are diseased, need to be removed. The trees will be replaced with red roses, to represent blood shed. A white azalea garden will line the walkway, representing the tears shed. Mr. McWilliams asked permission from Council to rename the park Veterans' Memorial Park and to remove four trees.

Councilwoman Caldwell added that Mr. Chip Young, a town resident, has volunteered to cut down the trees.

Mayor Rehwaldt clarified that this was all through donations and not Town funded.

Ms. Sturm stated that the park will be set up as a 501C (19), and requested permission, depending on Greenspace requirements, to lease the land at Triangle Park in the amount of \$1.00.

Councilwoman Caldwell asked legal to research the Greenspace money to make sure this is an approved lease arrangement.

Motion was made by Councilwoman Caldwell to rename Triangle Park to Veterans' Memorial Park, seconded by Councilman Young, approved 4-0. (Resolution #2009-004)

Motion to have four trees removed from Triangle Park and replaced with red roses and white azalea, at no cost to the Town, was made by Councilwoman Caldwell, seconded by Councilman Young, approved 4-0.

Motion to lease the land at Triangle Park to a 501C (19) for \$1.00 pending approval of appropriate use of Greenspace money was made by Councilman Dial, seconded by Councilman Young, approved 4-0.

5. Discussion of Basement Repair and Mold Remediation project at the Police Department by Chief Perkins.

Chief Perkins briefed Council on estimates for repairing structure and water infiltrating problems in the Police Department basement. He stated that Olshan Foundation Repair proposed cost for the repairs is \$18,050. He added Atlanta Mold can perform the mold remediation for under \$7,000 and that this money was approved by Council in the Fiscal Year 2008-09 budget. Chief Perkins stated that Atlanta Mold will complete the mold remediation first, then Olshan will complete the foundation repairs. Chief Perkins added that once the mold and structure repairs are finished remodeling the basement will start. Three offices, a storage area, and two usable restrooms will be added. The detectives, evidence room, and supervisors will also be moved to the basement. He added that there is a set cap on the entire project of \$105,000. Currently there is \$318,000 in the drug fund. Chief Perkins asked Council to move forward with this project.

Councilwoman Caldwell shared her concerns with the contract that if a wall shifts or cracks then there would be additional charges for Olshan to repair. She asked if legal had reviewed the contract.

Chief Perkins verified that legal had not looked at the contract.

Motion to have Atlanta Mold perform mold remediation services at a cost of no more than \$7,000 was made by Councilwoman Caldwell, seconded by Councilman Young, approved 4-0.

Motion for Olshan Foundation Repair to perform repairs and waterproof the basement at a cost of \$18,050 to be funded with drug funds, pending review and approval from legal pertaining to the contract, was made by Councilwoman Caldwell, seconded by Councilman Dial, approved 4-0.

NEW BUSINESS:

6. Discussion of appointment to the Planning Commission.

Mayor Rehwaldt stated that he would like to appoint Ms. Judy Jefferson to the Planning Commission for the period of one year, starting February 12, 2009. He added that Ms. Jefferson has been active in the town, especially in the progress that has been made at Shamrock Park. Ms. Jefferson is very interested in ensuring that Tyrone retains its small town atmosphere.

Motion to appoint Judy Jefferson to serve on the Planning Commission to fill the remaining one year term of Hugh O'Neil was made by Councilwoman Caldwell, seconded by Councilman Dial, approved 4-0.

7. Discussion of the Local Government Risk Management Service, Inc. (LGRMS) training program and the development of a Town-wide employee training program by Chief Perkins.

Chief Perkins briefed Council on training the Local Government Risk Management Services (LGRMS) offers. He added that they offer free training programs and resources geared towards preventing accidents and loss, which could benefit all employees. Chief Perkins highlighted three ways to receive training; (1) Secure website, (2) Focused series courses that are 1-2 hours in length taught on site, and (3) Regional series courses which focus on individual, management or technical topics taught state wide. He added that LGRMS has teamed up with Georgia Municipal Association (GMA) to offer a grant program which provides up to \$5,000 per year to its members in a matching fund to go towards safety equipment and training. The Police Department has been awarded this grant in the past and used the funds to purchase ballistic vests. In order to participate in the grant program the Town has to appoint a safety coordinator who is required to attend three classes. The safety coordinator is also required to hold meetings and make sure employees are receiving training on an on-going base.

Chief Perkins stated he was volunteering to take on the role of safety coordinator; the only cost to the Town would be if he had to travel and needed overnight lodging. Chief Perkins asked permission from Council to develop a training program based on the Town's needs which would entail: (1) Surveying the employees on what they want to learn, need to learn, and what they need to do to be safe, (2) Maintain contact with LGRMS to receive updates on new courses and training opportunities, (3) Ensure that all employee training is documented properly, (4) Serve as the Town's Safety Coordinator and attend the required courses within the next year and (5) Research and develop new courses for Town employees as needed.

Chief Perkins also added that the Town training program would address CPR/First Aid, basic computer and other areas. He further added that he has a network of contacts and resources to provide these and other courses at no cost to the Town.

Councilman Young asked if Chief Perkins anticipated any overnight lodging and minimal travel in this year's budget or all next year's budget.

Chief Perkins stated there is a level three course that could be done in this budget year.

Councilman Young asked Chief Perkins if he had to attend training for this program to be implemented.

Chief Perkins verified no, the Town can still have access to LGRMS services and training, but to participate in the optional grant program the Town would have to have a safety coordinator.

Mayor Rehwaldt stated that this seems like an altruistic endeavor and asked what LGRMS is getting out of this.

Chief Perkins stated that LGRMS is an insurance company and if the Town is teaching people liability reduction and how to work safer the insurance company is getting fewer claims. He added it is a loss prevention measure on their end, to teach the Town loss prevention on our end.

Motion to approve Chief Perkins to be a Safety Supervisor and to coordinate with LGRMS for employee training was made by Councilman Young, seconded by Councilman Dial, approved 4-0.

Item 11 from Consent Agenda pulled for discussion:

Approval of Wayne Martens to fill the maintenance position with Public Works was pulled for discussion.

Councilwoman Furr clarified her understanding that the Town was going to wait until spring to hire someone to fill this position. She further asked if this position was advertised and how many applications did the Town receive.

Ms. Sturm confirmed that the position was advertised and seven applications were received. Councilwoman Furr shared her concern with times being hard and not knowing what this year will present, she suggested that the Town wait to see what the budget will look like for next year before hiring anybody.

Ms. Venice clarified that Public Works is currently down two people.

Councilman Young asked what the plans for the second position were.

Ms. Venice stated staff is waiting until spring to hire for the second position and added that this position opening came up unexpectedly.

Motion to approve Wayne Martens to fill the maintenance position was made by Councilman Dial, seconded by Councilman Young, approved 4-0.

Consent Agenda

Motion to approve the Consent Agenda, expect for item 11, was made by Councilman Young, seconded by Councilman Dial, approved 4-0.

8. Approval of minutes from December 18, 2008 meeting.
9. Approval of resolution to adopt the Short-Term Work Program (STWP) and Capital Improvement Element (CIE) of the Comprehensive Plan relating to Library, Public Safety and Recreation Impact Fees for (FY2009-FY2013). (Resolution #2009-003)
10. Approval of a new Intergovernmental Agreement between the Town and the Fayette County Sheriff's Office for participation in the Tactical Narcotics Team.
12. Approval of a request by Way of Life Community Church to waive rental fee and to post three signs, not to exceed 18" x 24" (each), for two weeks prior to the event at Triangle Park for a 2009 Tyrone Back to School Bash, on Saturday, July 18, 2009.

Public Comments

None

Staff Comments

Chris Venice, Town Manager, updated Council on the search to fill the Financial Director/HR Manager position. She stated that of the nine applications received most candidates did not have all the qualifications staff identified, particularly a minimum bachelor's degree in Accounting and Finance and municipal experience. Ms. Venice asked Council to keep the position on GMA's web site open until filled to see if more applications are received and expand the search to other employment search engines. Ms. Venice added since this position has not been filled staff recommends re-hiring Ms. Sturm as the Financial Manager, on a limited part time basis through the Fiscal Year 2009-2010 budget process.

Councilwoman Caldwell asked how many hours and at what hourly rate.

Ms. Venice stated at \$35 per hour and it would depend on Ms. Sturm's schedule but would be grateful for whatever hours staff could get.

Councilman Dial stated February and June could be fewer hours per week than March, April and May.

Ms. Venice confirmed that the hours per week could vary.

Mayor Rehwaldt agreed that staff does need some experienced financial help to get the Town through next year's budget. Ms. Sturm has the experience; she knows our books and knows where we stand.

Councilman Young asked if staff has looked at temp agencies to help fill the void.

Ms. Venice stated staff has not, and added she is concerned about hiring someone at this point with the learning curve and their ability to step in and help with the upcoming budget.

After further discussion a motion was made by Councilwoman Caldwell to re-hire Ms. Sturm at \$35 per hour for up to 20 hours a week starting immediately and ending June 30, 2008, seconded by Councilman Dial. When called for a vote it was split 2-2 with Councilwoman Furr and Councilman Young voting in opposition. Mayor Rehwaldt broke the tie voting in favor. The motion was approved 3-2.

Chris Venice stated the Council Retreat is scheduled for Saturday, February 14, 2009 starting at 9:00 a.m. in the Tyrone Council Chambers.

Council Comments

Councilwoman Caldwell thanked Renee Holt, Public Works, for putting shavings at Shamrock Park.

Mayor Rehwaldt gave the Annual State of Tyrone Address to inform Council and the public about the general status of the budget and major changes that are being considered for the next fiscal year which starts July 1, 2009. He stated that significant cuts were made in the Fiscal Year 2008-2009 budget in anticipation to projected shortfalls in revenues. Some of the more significant reductions were the revamp of the Town's past medical plan for Town employees and their dependents, resulting in a saving for the Town of almost \$200,000. He added in Fiscal Year 2008-2009 there was no pay raises to the Town's municipal employees, nor was there a cost of living adjustment. Especially noteworthy is the fact that the Town's full-time library personnel voluntarily reduced their hours to part time, saving the Town almost \$18,000 in salary and taxes plus and additional \$35,000 in insurance benefits costs. While Tyrone's reserves meet mandated minimums, anticipated revenues, coupled with our current level of services, these reserves will quickly diminish to a point below minimums required. Although good news is sparse Mayor Rehwaldt is happy to report that Tyrone is in better shape than most, with no outstanding bond debt. Mayor Rehwaldt concluded that Fiscal Year 2009-2010 will experience much more severe revenue/expense imbalance and will be one of the Town's many challenges.

Executive Session

None

Adjournment

Motion to adjourn was made by Councilman Young, seconded by Councilwoman Furr. Meeting adjourned at 8:37 p.m.

By: _____
Don Rehwaldt, Mayor

Attest: _____
Nancy J. Goedker, Town Clerk