

Town of Tyrone Council
Minutes
March 18, 2010

Present:

Mayor Don Rehwaldt
Councilman Tracy Young
Councilman Eric Dial
Councilman Ken Matthews
Mayor Pro Tem Gloria Furr
Town Manager Richard Newbern
Town Attorney Dennis Davenport
Town Clerk Pamela Megill
Finance Manager Penny Hunter

Call to Order, Invocation and Pledge of Allegiance

Mayor Rehwaldt called the meeting to order at 7:03 p.m. The invocation was given by Reverend Scott Pickering, Hopewell United Methodist Church and was followed by the Pledge of Allegiance.

Public Comments

There were no public comments.

Approval of Agenda

Council Member Furr made a motion to approve the agenda. Council Member Young seconded the motion. Motion approved 4-0.

Approval of minutes: February 27, 2010 Special Meeting, February 27, Retreat Meeting, and March 4, 2010 Regular Meeting.

Council Member Dial made a motion to approve the minutes. Council Member Young seconded the motion. Motion approved 4-0.

PRESENTATIONS/RECOGNITION:

There were no presentations or recognitions.

OLD BUSINESS:

1. Consideration and action on the Employee Handbook. *Richard Newbern, Town Manager*

Town Manager, Richard Newbern stated that the Council is asked to consider amending the Employee Handbook. The handbook was approved on December 3, 2009; to become effective on February 1, 2010. There are now additional amendments the Council is asked to consider; the

Council is asked to change the 5-day or 40-hour carryover of vacation leave to 10 days, or 80-hours of vacation leave, and make it effective July 1, 2012. This would allow the Town Council to reduce the amount of encumbered vacation time on the books, while providing long-term employees time to reduce their accrued time down to 10 days. Town Attorney, Dennis Davenport stated the concept is to focus on the transition period that will allow employees around 21 months to draw down to the 10 day carry over limit. Council Member Furr stated she did not have a problem with the time frame to reduce hours but thought that the 5 days / 40 hours was sufficient, and that vacation is given to employees for vacation and if an employee has a lot of weeks off on the calendar, or has a lot of vacation time when leaving employment with the Town it makes it difficult to cover for that position.

Council Member Matthews stated he had asked Mr. Newbern for a break down of how many employees and approximate amount of vacation hours they had on the books, and stated that there are several employees with over 200 hours on the books, and agreed that getting the carry over down to 80 hours met with his approval.

Town Attorney, Dennis Davenport stated that language in the employee handbook addressing Town Council approval of adverse action was inconsistent, and so the wording has been corrected to make it clear that Mayor and Council is the final authority on terminations.

Council Member Dial recommended that "number eight on page four" (break in service to the Town of Tyrone in excess of 90 days) be removed from the handbook, and stated that military service and health issues, are covered by Federal employment law.

Council Member Furr requested that a footnote be included in the handbook pertaining to the amount of sick leave, stating this decision would be determined prior to fiscal year 2011.

Mayor Rehwaldt interjected with the view that the Town Manager and Police Chief were hired to manage their respective areas and personnel. It was his opinion that the Mayor and Council should be active in their oversight of the management of the Town, and if either area of responsibility was lacking, the Mayor and Council might review the Town Manager's and Police Chief's effectiveness and consider alternatives. The day to day management of the Town Manager's and Police Chief's were their responsibility. They are cognizant of each employee and their contributions and were better able to make decisions concerning their respective employees.

Council Member Young stated the ultimate goal is that we trust the Town Manager and Police Chief to approach the Mayor and Town Council and specify what they would like to do, and once Council has approved, then the Council gives them the leeway to do their job.

Council Member Furr expressed concerns over how unfairly raises had been awarded three years prior under a previous administration.

Council Member Young made a motion to approve the amendments as discussed for vacation time, the thirty (30) day maximum and the ten (10) day carry over effective July 1, 2012, the amendments on the disciplinary action on pages 9, 10, 11, and 30; for Council to be the ultimate authority, remove #8 on page 4 under vacation, add a footnote for sick leave to be addressed on or before June 30, 2010. Council Member Dial seconded the motion. Motion approved 4-0.

PUBLIC HEARING:

There were no public hearings.

NEW BUSINESS

2. Consideration and action of Resolution No. 2010-04; supporting 2010 Fayette County Earth Day. *Rawls Whittlesey, Fayette County Earth Day Committee Chair/Jennifer Patton, Parks and Recreation Director*

Mayor Rehwaldt read Resolution No. 2010-04 and presented it to Jennifer Patton, Parks and Recreation Director, representing the Fayette County Earth Day Committee. Ms. Patton thanked the Mayor and Town Council for the framed Resolution and support of Fayette County Earth Day. Ms. Patton stated that approximately 30 vendors had signed up to participate in the celebrations.

Council Member Matthews made a motion to approve Resolution No. 2010-04; supporting 2010 Fayette County Earth Day. Council Member Young seconded the motion. Motion approved 4-0.

3. Consider discontinuing GMA telecommunications assistance service. *Richard Newbern, Town Manager*

Town Manager, Richard Newbern requested that the Council cancel a two thousand dollar (\$2,000) per year service that has been conducted by the Georgia Municipal Association (GMA). Mr. Newbern stated that in recent years, the Town of Tyrone has had an agreement with the GMA to review the Town's franchise fees to ensure that the Town is properly collecting fees from telecommunications companies such as AT&T or Comcast. This service costs \$2,000 annually, and the Town recognizes little value from this service, and that staff can perform this service by reviewing franchise agreements and seeking payments that are due to the Town treasury.

Council Member Dial made a motion to discontinue GMA telecommunications assistance service. Council Member Matthews seconded the motion. Motion approved 4-0.

Public Comments

There were no public comments.

Staff Comments

Richard Newbern, Town Manager

Mr. Newbern stated that Fayette County would be holding a Public Hearing on Tuesday, March 30, 2010 at 6:30 p.m., regarding the Comprehensive Transportation Plan that they are developing.

Mr. Newbern requested consensus from the Town Council for him to proceed with sending a R.F.P. (Request for Proposal) to market for the Town's expense and investment accounts and see if we can maximize our returns and minimize our costs. The Town Council gave consensus for Mr. Newbern to continue on.

Mayor Rehwaldt

Mayor Rehwaldt made no additional comments.

Council Comments

Council Member Young

Council Member Young asked when the Employee Handbook would be ready to distribute to the Town employees. Town Attorney, Dennis Davenport stated he would have the amendments listed and ready to e-mail to the Town Manager on Monday (March 22, 2010). Council Member Young stated the importance of getting the handbook to the employees as soon as possible.

Council Member Dial

Council Member Dial thanked the entire staff and primarily the Police Department for “standing up to the storm”, and praised the department for doing an excellent job.

Council Member Dial stated that on January 7, 2010, the Town Council had voted to approve authorizing “Operation Mobilization” to conduct the “Run for Life” fund raising event in Tyrone. Council Member Dial stated that discussions would be necessary regarding how this event would affect Town services and costs for policing the event. Mr. Newbern stated that staff is looking at associated costs to the Town for this event, and as soon as the numbers have been configured that information would be brought to the Town Council’s attention.

Chief Perkins stated the current route for the event crosses 17 intersections, and further stated at most of these inter-sections he would not want to place a volunteer. Council Member Dial stated he had asked the event coordinator for the Run for Life event to suggest alternative routes.

Executive Session

There was no Executive Session.

Adjournment

Council Member Dial made a motion to adjourn. Council Member Matthews seconded the motion. Motion carried 4-0.

The Town Council Meeting adjourned at 7:50 p.m.

By: _____
Don Rehwaldt, Mayor

Attest: _____
Pamela J. Megill, Town Clerk

