

Town of Tyrone Council Meeting Minutes

September 2, 2010

Present:

Mayor Don Rehwaldt
Councilman Eric Dial
Councilman Ken Matthews
Mayor Pro Tem Gloria Furr
Town Manager Richard Newbern
Town Attorney Dennis Davenport
Police Chief Brandon Perkins
Finance/HR Manager Penny Hunter
Town Clerk Pamela Megill

Absent:

Councilman Tracy Young

Call to Order, Invocation and Pledge of Allegiance

Mayor Rehwaldt called the meeting to order at 7:00 p.m. The invocation was given by Pastor Howard Dial of the Berachah Bible Church. The invocation was followed by the Pledge of Allegiance.

Public Comments

There were no public comments.

Approval of Agenda

Mayor Pro Tem Furr made a motion to approve the agenda. Council Member Dial seconded the motion. Motion approved 3-0.

Approval of Minutes: August 19, 2010 Regular Town Council Meeting

Council Member Matthews made a motion to approve the minutes. Council Member Dial seconded the motion. Motion approved 3-0.

PRESENTATIONS/RECOGNITION:

- 1. Presentation of the Certificate of Achievement for Excellence in Financial Reporting will be presented to Penny Hunter, Finance/HR Director. *Melody Marlowe, Chief Financial Services Officer, GFOA***

Mr. Paul Salvatore, Past President of Georgia Finance Officers Association presented the Certificate of Achievement for Excellence in Financial Reporting to Penny Hunter, Finance/HR Director. Mr. Salvatore stated the Certificate of Achievement for Excellence in Financial Reporting is the highest form of recognition in governmental accounting and financial reporting. The certificate program advocates that recipients be formally recognized for outstanding accomplishments.

2. Constitution Week Proclamation will be presented to Members of the James Waldrop Chapter Daughters of the American Revolution. *Don Rehwaldt, Mayor*

Mayor Rehwaldt read the proclamation and presented it to Ms. Ann Eldredge and Ms. Rebecca West. Ms. Eldredge thanked the Mayor and Council Members for the proclamation and requested that all citizens “ring your bell” on September 17th at 4:00 p.m. to recognize and honor the signing of the Constitution in 1787.

PUBLIC HEARING:

1a. Public Hearing on Resolution No. 2010-07; a Resolution to approve the Fayette County Pre-Disaster Mitigation Plan 2010 Update. *Brandon Perkins, Police Chief*

Mayor Rehwaldt opened the Public Hearing at 7:07 p.m. and asked for those wishing to speak in favor of Resolution No. 2010-07 to step forward, state name and address and address the Town Council.

Speaking in favor: None.

Mayor Rehwaldt asked for those wishing to speak against Resolution No. 2010-07 to step forward, state name and address and address the Town Council.

Speaking against: None.

Mayor Rehwaldt closed the Public Hearing at 7:08 p.m.

1b. Consideration and action on Resolution No. 2010-07; a Resolution to approve the Fayette County Pre-Disaster Mitigation Plan 2010 Update. *Brandon Perkins, Police Chief*

Chief Perkins stated the following: The Disaster Mitigation Plan of 2000 requires governmental entities at all levels to complete and approve a Pre Disaster Mitigation plan that includes updates every five years in order to remain eligible to receive Federal Mitigation Funding. Each of the governing bodies within Fayette County teamed up to create a joint plan to meet this need and the current plan, which is now due for an update, was adopted in 2005. Representatives from each government within the County worked together once again to create the required 2010 update, which has been submitted to GEMA and approved pending public hearings and adoption by the stakeholders. The purpose of the Plan is to identify all natural and technological hazards that could threaten life and property in our community. The scope of this Plan includes both short and long-term mitigation strategies, implementation and possible sources of project funding. Updated goals within the Plan directly attributed to Tyrone include: Acquiring additional barricades for flooded and emergency road closures; Add a third weather warning siren on Tyrone’s West side; Acquire diesel and gas storage tanks for the Town of Tyrone; Acquire a mobile backup generator; and Establish a Citizen Emergency Response Team (CERT) in Tyrone.

The planning committee held an update kick-off meeting in August 2009 to begin discussing the project and additional meetings were held with local stakeholders throughout the months of September and October 2009. Locally, we convened a meeting that included the Mayor, Public

Works, Environmental Planning, the Town Manager, and the Police Chief to discuss local needs. All were provided with forms for use in submitting data, which was then submitted to the EMA director for inclusion in the plan. Pete Nelms, the Fayette County Emergency Management Coordinator, was in charge of writing the plan based on our input as well as submitting the revisions to GEMA for review and approval. GEMA approved the plan, pending local adoption, on August 5, 2010. Chief Perkins requested the Town Council approve Resolution No. 2010-07.

Council Member Matthews made a motion to approve Resolution No. 2010-07; a Resolution to approve the Fayette County Pre-Disaster Mitigation Plan 2010 Update. Council Member Dial seconded the motion. Motion approved 4-0.

OLD BUSINESS:

4. Consideration of a Revised Purchasing Policy. *Richard Newbern, Town Manager*

Mr. Newbern stated this item was brought before the Council two weeks ago at the previous meeting, and the spirit of the Council was to postpone a decision to allow additional time for further review of the policy. The revised policy provides several improvements over the present policy, including more complete bidding, procurement, and contracting procedures. The new purchasing policy provides new language of contracting and the issuance of town credit cards to employees, inspection of purchased goods, sole source requirements and other provisions.

Council Member Matthews suggested the following amendments to the policy: Page 1, replace Finance Director with Town Manager; Page 6, specify that purchase orders are routed through the Town Manager; Page 9, replace “use of a P.O. is optional” to read “as directed by the Town Manager”; and Page 17-18 referencing abuse of a Town credit card, an insert needs to be placed to read “subject to disciplinary action”.

Council Member Dial stated he did not think the purchasing policy was the appropriate vehicle to address disciplinary action. Mayor Pro Tem Furr asked if all employees would be issued a Town credit card. Ms. Hunter stated they were not, and that the issuance of cards was limited to Department Heads. Chief Perkins stated that the police officers are issued gas credit cards that are assigned to police vehicles.

Council Member Dial made a motion to adopt the Revised Purchasing Policy with the amendments. Council Member Matthews seconded the motion. Motion approved 3-0.

NEW BUSINESS:

5. Consideration and action on Ordinance Codification bid and contract with Municipal Code Corporation. *Richard Newbern, Town Manager*

Mr. Newbern stated this item was first brought before the Town Council in February at the Annual Retreat. Mr. Newbern stated the Town’s code of ordinances has not been updated in several years and the existing code book is outdated. Furthermore there is a State requirement that city codes must be available on local websites and the Town is currently not in compliance with this law. The Town Council budgeted \$11,500 to perform an ordinance codification project during fiscal year 2010-11. On August 10, the Town opened proposals from Municipal Code

Corporation (MCC) and American Legal Publishing (ALP). Mr. Newbern stated that both he and the Town Clerk determined Municipal Code as the superior competitor due to Municipal Code being most well versed in having the presence and expertise in the State of Georgia. MCC has 330 clients in Georgia and ALP has 2. Mr. Newbern stated that the Town Clerk had performed a considerable amount of work on this project.

Council Member Matthews questioned if the Zoning Ordinances would be included in the codification. Mr. Davenport stated that the current zoning ordinances are still under review by the Planning Commission, and would also be reviewed by the Town Council.

Council Member Dial made a motion to approve the contract with Municipal Code Corporation. Council Member Matthews seconded the motion. Motion approved 3-0.

6. Consideration and action on a contract for Fireworks at Founder's Day. *Richard Newbern, Town Manager*

Mr. Newbern stated the Council is asked to approve a contract with Pyrotecnico for fireworks services on September 18, 2010 on Founder's Day. The contract covers Pyrotecnico's services, indemnification and other provision. Mr. Newbern stated the Town Attorney had reviewed the contract and suggested changes, and Mr. Newbern had spoken with the Pyrotecnico staff regarding payment for services, and they have agreed to the seven changes requested by the Town. Mr. Newbern provided the Council with a review of all requested changes to the fireworks contract. The fee for Pyrotecnico providing service is \$3,565.00.

Council Member Matthews made a motion to approve the Pyrotechnico contract with the agreed upon changes listed by Mr. Newbern. Council Member Dial seconded the motion. Motion approved 3-0.

Public Comments

There were no public comments.

Mayor Rehwaldt

There were no further comments from the Mayor.

Council Comments

Council Member Matthews asked if the State was responsible for brush laying under a bridge on HWY 74. Mr. Newbern stated he would check into Council Member Matthews' question.

Mayor Pro Tem Furr asked if brush and tree branches on right side the cart path on the right side of HWY 74 could be cut back. Mr. Newbern made note of the request.

Staff Comments

Town Manager, Richard Newbern – stated that Council Member Young will not be available to attend the next Town Council meeting, and the Mayor will also be unavailable. A quorum of the Council will not be possible.

Mayor Pro Tem Furr made a motion to cancel the September 16, 2010 Town Council meeting. Council Member Dial seconded the motion. Motion approved 3-0.

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

