



**Tyrone Town Council**

**Eric Dial**

*Mayor*

**Gloria Furr**

*Mayor Pro Tem, Post 4*

**Linda Howard**

*Post 1*

**Ryan Housley**

*Post 2*

**Ken Matthews**

*Post 3*

**Staff**

Brandon Perkins- Police

Chief/Interim Town Manager

Dennis Davenport- *Town Attorney*

Penny Hunter- *Finance/HR Director*

Dee Baker- *Town Clerk*

**Meeting Information**

1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month

881 Senoia Road

Tyrone, GA 30290

770-487-4038

**Web Site**

[www.tyrone.org](http://www.tyrone.org)

**Public Comments**

- The first public comment is reserved for Tyrone residents only.
- The second public comment is for all citizens.
- Comments are limited to three minutes.
- Please state your name and address.
- Comments that require a response may not be answered during this time, Council or staff may respond at a later date.

**Tyrone Town Council**

**Action Agenda**

**Thursday, September 20, 2012**

**7:00 PM**

**Call to Order**

**Invocation**

**Pledge of Allegiance**

**Public Comments**

**Approval of Agenda**

Council Member Matthews made a motion to approve the agenda with the addition of the Fayette County Fire Marshal and Deputy's update of the proposed Fire Station at Jenkins Road and Hwy 74.

Council Member Howard seconded the motion. Motion was approved 4-0.

**CONSENT AGENDA: All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.**

Approval of Minutes, September 6, 2012.

Council Member Furr made a motion to approve the consent agenda.

Council Member Matthews seconded the motion. Motion was approved 4-0.

**PRESENTATIONS/RECOGNITION:**

Fayette County Fire Chief, McCollough and Deputy Chief Bartlett updated Mayor and Council on the progression of plans for the new fire station on the corner of Hwy 74 and Jenkins Road, to possibly be completed in October, 2013.

**PUBLIC HEARING:**

**OLD BUSINESS:**

**NEW BUSINESS:**

1. Consideration of approval of the Town Manager contract. **Brandon Perkins, Police Chief/ Interim Town Manager**

Council Member Matthews made a motion to approve the contract terms as written for Kyle Hood as Town Manager.

Council Member Howard seconded the motion. Motion was approved 4-0.

2. Consideration of approval of a Sewer Ordinance revising sewer service areas. **Brandon Perkins, Police Chief/Interim Town Manager**

Mr. Perkins briefed Council regarding the revisions of Sewer Ordinance 38-60. He stated that changes needed to be made to reflect previously slated development other than subdivisions.

Council Member Housley made a motion to approve revisions to Sewer Ordinance 38-60 as presented. Council Member Matthews seconded the motion. Motion was approved 4-0.

3. Consideration and action on filling the vacant position for the Administrative Assistant. **Penny Hunter, Finance/HR Manager**

Ms. Hunter recommended Michele Gaston for the Administrative Assistant position to begin October 1, 2012 at an hourly rate of \$15.15. She added that additional duties were discussed with Ms. Gaston and that the required probation time is 6 months.

Council Member Matthews made a motion to file the Administrative Assistant position with Michele Gaston. Council Member Housley seconded the motion. Motion was approved 4-0.

**FINANCE REPORT:**

4. Finance Report for the month ended August, 2012. **Penny Hunter, Finance/HR Manager.**

**Public Comments**

**Staff Comments**

Mr. Perkins stated that per Council's request, research was performed regarding variance fees. He stated that through researching surrounding municipalities the fees range from \$50-\$500. Mr. Perkins stated that he is also requesting an administrative variance fee as well.

Council Member Housley made a motion to approve a \$25.00 administrative variance fee. Council Member Matthews seconded the motion. Motion was approved 4-0.

Council Member Matthews made a motion to change the variance fee to \$225.00. Motion died for lack of a second.

Council Member Howard made a motion to change the variance fee to \$175.00. Council Member Furr seconded the motion. Motion was approved 4-0.

### **Staff Comments continued:**

Mr. Perkins stated that the Police Department's old portable radios needed to be repaired and parts were no longer available. After searching, radios were located that would cost \$6,736.76 for 2. These funds would be taken out of drug monies.

Council Member Furr made a motion to approve 2 portable radios costing \$6,736.76 to be purchased with drug money.

Council Member Howard seconded the motion. Motion was approved 4-0.

Mr. Perkins approached Council with a request for an approval of a bid on the replacement of a Public Work's mower motor to come out of Public Works repair budget.

Council Member Matthews made a motion to approve the motor repair for \$2,661.29.

Council Member Housley seconded the motion. Motion was approved 4-0.

### **Council Comments**

Mayor Dial brief Council on the Department of Transportation's Local Maintenance Improvement Grant (L.M.I.G.) He stated that the grant formula determined that the Town is allotted \$66,179.27. He stated that items such as stormwater projects, patching and resurfacing roads are part of the grant. The formula states that the Town would need to spend \$86,033.05 to be eligible for the funds. After discussing the item a motion was made.

Council Member Matthews made a motion to delegate the project to Mr. Perkins and Environmental Technician, Beth Vaughn to determine the correct allocations and for Mayor Dial to report to Council the findings.

Council Member Housley seconded the motion. Motion was approved 4-0.

### **Executive Session**

### **Adjournment**

Council Member Furr made a motion to adjourn.

Council Member Matthews seconded the motion. Motion was approved 4-0.