

Town of Tyrone
Council Meeting Minutes
May 17, 2012

Present:

Mayor Eric Dial
Council Member Ken Matthews
Council Member Linda Howard
Council Member Ryan Housley
Police Chief and Interim Town Manager Brandon Perkins
Town Attorney Dennis Davenport
Finance/HR Manager Penny Hunter
Town Clerk Dee Baker
Recreation Director Jennifer Patton

Mayor Pro Tem Gloria Furr was not in attendance.

Call to Order, Invocation and Pledge of Allegiance

Mayor Dial called the meeting to order at 7:00 p.m. The invocation was given by Mike Renie with Operation Mobilization. The invocation was followed by the Pledge of Allegiance.

Public Comments

None.

Approval of Agenda

Council Member Matthews made a motion to approve the agenda.
Council Member Howard seconded the motion. Motion was approved 3-0.

Approval of Consent Agenda

Approval of Minutes, May 3, 2012

Approval to hire applicant Dexter Middlebrooks for the part-time Public Works position.
Renee' Holt, Public Works Manager

Council Member Housley made a motion to approve the consent agenda.
Council Member Howard seconded the motion. Motion was approved 3-0.

PROCLAMATION/RECOGNITION:

Proclamation – Confederate History and Heritage Month will be presented to Freddie Jones, 2nd Lt. Commander, Georgia Division Sons of Confederate Veterans. *Eric Dial, Mayor*

Mr. Jones stated that on Monday, September 17, 2012 the local Sons of Confederate Veterans are having a celebration to honor the soldiers from Fayetteville who died in the battle of Sharpsburg. It will be the 150th anniversary. He invited everyone to attend.

Proclamation – American Red Cross Day, Eric Dial, Mayor

Ms. Carisa Hettich stated that many services are performed by the Red Cross, among them are assisting with emergency management during major disasters and providing food, shelter and clothing for those in need during that time. She also stated that they offer adult, child and pet CPR classes. She ended by stating that the gift of life is the gift of blood and invited everyone to donate blood when they can.

PUBLIC HEARING:

OLD BUSINESS:

NEW BUSINESS:

1. Consideration of a Resolution in adding sewer access for Tyrone Elementary School. *Brandon Perkins, Police Chief, Interim Town Manager*

Mr. Perkins stated that Tyrone Elementary (TE) has been on the Fayette County Board of Education's (FCBOE) list for possible school closings in the past. One reason is that Tyrone Elementary School is on a septic system. The current septic system is at least 14 years old. Mr. Perkins stated that the reason for the Resolution is for allowing the FCBOE to tie into the sewer system for the purpose of running a sewer line to Tyrone Elementary School. This will hopefully minimize the chances of the school being considered in the school closings.

Attorney Davenport stated that in 2006-07 the Town entered into an agreement with the FCBOE to provide a certain level of sewer capacity. That capacity was to serve the three schools located on Jenkins Road (Burch Elementary, Flat Rock Middle School and Sandy Creek High School). Mr. Davenport believed the school system had the desire to build another school on Jenkins Road. That has not happened. FCBOE still has the excess sewer capacity. Tyrone's sewer system is currently at its fullest capacity. The Town can not relinquish any additional capacity. This will take advantage of the capacity the FCBOE already has in place.

Council Member Matthews made a motion to approve the Resolution allowing Fayette County Board of Education to extend sewer to Tyrone Elementary School. Council Member Housley seconded the motion. Motion was approved 3-0.

FINANCE REPORT:

2. Financial report for the month of April, 2012. *Penny Hunter, Finance/HR Manager*

Regarding revenue, Ms. Hunter stated that the Town has completed 83.33% of its fiscal year at the end of April, 2012. At this point, Tyrone has realized \$2,791,221 in revenue against a budget of \$3,506,255; this amount represents 79.61% of budgeted revenue. Real property taxes are now down \$42,133 and Franchise taxes are down \$24,718 from one year ago at the end of April. However, Property taxes are keeping ahead of budget at 99.54% collected while Franchise taxes are coming in just slightly ahead of budget at 88.52%.

Local Option Sales Taxes are now ahead of budget by only 2.56% or \$20,480.

Regarding expenditures, Ms. Hunter reported that all Town departments are currently under budget or right at budget for a total of \$2,423,316 against a budget of \$3,506,252. Overall expenditures are up from last April by \$66,582.

Of the \$488,990 budgeted for Capital Improvements, \$250,775 has been completed; 51.28% of C.I.P. has now been completed.

Ms. Hunter stated that she is projecting revenues to end the fiscal year at \$3,184,487 and expenditures to end at \$3,146,194. This will mean the Town will not have to balance this year's budget with reserves as projected and budgeted. This year-end projection assumes that all capital projects are completed and invoiced this fiscal year, and it also assumes that grant funds are not received by the end of the fiscal year. Ms. Hunter stated that several capital projects will have to be carried forward such as the bridge at Shamrock Park and some road resurfacing projects.

Ms. Hunter ended by reporting that the Town currently has 13 months of operating revenue for the General Fund in reserves.

Public Comments:

Staff Comments:

Soccer Fields

Mr. Perkins briefed Council regarding an engineering study and revitalization plan for the soccer fields at Handley Park. Mr. Perkins stated that Mr. Harris presented a plan for the soccer field's revitalization. An engineering topographical study and design work was presented two months ago from the Town's engineer for \$10,600. These studies are viable to the flooding issues and the future of the fields. Mr. Perkins recommended moving forward with the project. He stated that this item was not budgeted and suggested, a) take the funds out of the contingency funds or b) make a budget amendment to take funds out of reserves. This study is only to distinguish what work needs to be completed on the soccer fields such as irrigation, crowning and sodding the fields. Following the study the Town would issue an RFP. Mr. Perkins stated that the soccer organization offered to pay for a portion of the cost for repairing the soccer fields. However, this does not include the engineering study.

Council Member Matthews stated that there is \$15,000 of drainage funds that was in place for Handley Park. He stated that project was not completed.

Council Member Matthews made a motion to move \$10,600 from the Handley Park soccer field drainage project line item for the engineer study to be completed in order to move forward with the soccer field revitalization project.

Council Member Housley seconded the motion. Motion was approved 3-0.

Mr. Perkins stated that Mr. Harris, has provided a time table for the project. An estimated time of completion would be spring or fall of 2014. Mr. Harris suggested that all soccer activity be moved off-site during the revitalization. He proposed that youth 10 and under and 12 and under games be moved to other venues during the season along with a schedule of all away games. He also proposed that the youth 6 and under and 8 and under games be played at the entrance to Handley Park, on the left side. Their practices could be held at Shamrock Park.

Mr. Harris opened the conversation regarding the left-side entrance of Handley Park. The concern was that the field was not level. He stated that he needed two areas; 1) 20 X 25 and 2) 35 X 25 that would accommodate 2-3 seasons.

Council Member Housley asked if shutting down 2 seasons could potentially put a dent in the registration and attendance. Mr. Harris replied yes it probably would, but if you build the fields attendance will pick up.

Mr. Perkins stated that Shamrock Park would be a good place for practices however not for games. The goals would be a temporary structure and there would be a concern of vandalism.

Mr. Harris mentioned local churches, however there are none with large enough areas.

Redwine plexiglass

Mr. Perkins introduced the possible replacement of plexiglass at the Redwine Park concession stand. Mrs. Jennifer Patton elaborated that the plexiglass is old, scratched and the seal is dry-rotted. She stated that the Softball Association conferred with Carden Glass for their assistance. She stated that if the Softball Association displays a Carden Glass banner at the field, they will reduce the estimated cost from \$555 to \$355.

A discussion took place regarding the protocol for receiving bids over \$500.

Council Member Matthews made a motion for the Tyrone Softball Association to obtain 3 phone quotes for the replacement of the 5 pieces of plexi-glass at the Redwine Park concession stand not to exceed the amount of \$555.

Council Member Howard seconded the motion. Motion was approved 3-0

Overhanging limbs on Senoia Road

Mr. Perkins stated that there are several limbs hanging over Senoia Road that appear to be old and/or diseased. He stated that he has had complaints from Planning Commission Member Judy Jefferson regarding these limbs and has received bids ranging from \$1,500 to \$5,315. He stated

that this is a Public Works budgeted item. After discussion on the removal of approximately 8 locations of overhanging limbs from 784 Senoia Road to 842 Senoia Road a vote was taken.

Council Member Housley made a motion to approve the bid from White-Meadows Tree Service not to exceed the amount of \$1,500 for the removal of overhanging limbs on Senoia Road from 784 Senoia Road to 842 Senoia Road.

Council Member Matthews seconded the motion. Motion was approved 3-0.

Handley Parking Lot

Mr. Perkins stated that this issue was discussed at the Council retreat in February. He received quotes for the Handley parking lot extension. He stated that the quotes ranged from \$9,974.07 to \$14,980. Mr. Perkins stated that it is not a viable option for Public Works to perform the labor. The department is understaffed and it is grass-cutting season. If Council wishes for Public Works to spread the gravel, the process would not be immediate.

Council Member Housley made a motion to approve the bid from R.J. Hanie & Associates, Inc. to extend the Handley Park parking lot. Motion dies for lack of a second.

Following a discussion regarding man hours for Public Works to possibly lay the gravel for the extension, a vote was made.

Council Member Matthews made a motion to table the item for approximately 30 days to allow further research including the total man hours for Public Works to lay the gravel. No second was needed. Motion was approved 3-0.

Council Member Howard asked if the Town has asked the local rock quarries for donations. Staff was directed to inquire into donations from local rock quarries.

Rummage Sale

Mr. Perkins informed Council that the Knights of Columbus Council 8972 wants to hold a rummage sale for charity at Shamrock Park during Founder's Day. Mr. Perkins stated that the organization's purpose is to bring together Tyrone churches and non-profit organizations so their organizations can raise money. He stated that local church-based music ensembles would provide the music. Participants would pay a fee for their fenced-in booths. The Knights of Columbus would be the responsible party for set up and clean up. A Bar-B-Q would be held at the end of the event for all participants. A vote was taken after a discussion regarding the rummage sales possible interference of Founder's Day.

Council Member Matthews made a motion to instruct Ms. Patton to contact a Knights of Columbus representative and invite them to attend the next Founder's Day meeting to discuss the issue further.

Council Member Howard seconded the motion. Motion was approved 3-0.

Veterans Park Committee

Mayor Dial stated that he will occasionally receive complaints regarding the upkeep of Veterans Park such as ridding the park of weeds and trimming the rose bushes. I do not want to form a formal government-sponsored committee. We are encouraging someone to come forward to form an committee of volunteers. The volunteers would oversee the upkeep of the park such as local schools' ROTC groups and various clubs. Mayor Dial commented on the importance of a closer relationship with the Jenkins Road School complex. Citizen of the Year Patsy Couch suggested that each organization clean a section of the park when needed.

Vacation Time

Mr. Perkins opened a discussion regarding excess vacation time. Mr. Perkins referred to his memo, suggesting accrued time be halted for the sake of using up the excess time. The discussion took place regarding 12 Town employees with excess vacation time that needs to be used prior to July 1, 2012. The goal was originally put in place to thwart the possibility of someone quitting prior to the time being used and the Town would be required to pay the employee the excess vacation time. He stated that some of the employees have not been able to accomplish this task due to reasons beyond their control, such as surgery and a few departments being understaffed.

Mr. Perkins suggested; 1) effective July 1, 2012 no employee with more than 80 hours of accrued vacation time will accrue any additional time until he/she gets below 80 hours. No time over and above the allowed 80 hours will be taken from the employee at this time. 2) employees with more than 80 hours on the books will only be paid for 80 hours if they resign or are terminated and, 3) department heads/supervisors are to work with their employees with excess time towards getting it off of the books as soon as possible.

Council Member Housley made a motion to approve the proposal as presented.
Council Member Matthews seconded the motion.

Council Member Housley asked Mr. Perkins why as this was a concern? Mr. Perkins stated that employees are having a difficult time getting their time down and there was negative feedback toward the policy. Ms. Hunter reiterated that this plan would only affect the people who currently have excess time on the books. Mr. Perkins stated that the way the policy is currently written, employees with over 80 hours after June 30, 2012 will lose their excess time. I am attempting to find an alternate solution. Ms. Hunter inquired as to whether Council could suspend the current policy. Mayor Dial stated that this issue could be discussed at the next Council meeting.

Council Member Housley withdrew his motion.
Council Member Matthews withdrew his second.

Mr. Perkins and Ms. Hunter agreed to meet on this item and return to Council.

Recreation Air-Conditioning

Mr. Perkins briefed Council regarding the air-conditioner at the Recreation building. Mr. Perkins stated that the metal recreation building was not properly engineered when it was built. The building has three, 5-ton HVAC units, currently one unit is broken. Last summer the former Town Manager put this item out for bid. The bids were not compatible with the requirements and no engineering study had been completed. The second time this item had gone out for bid only one bid was acquired and it was insufficient. Mr. Perkins spoke with the Town engineer and suggested an in-depth study analysis for the building. He informed the engineer that this is a top priority. The earliest he and his subcontractor could arrive would be tomorrow at 2:30 pm for their initial analysis of the building.

Council Member Matthews made a motion to move forward with the engineering study on the recreation building's air-conditioning system and any other ventilation needed for the building, taking the funds out of the contingency funds for the study.

Council Member Housley seconded the motion. Motion was approved 3-0.

Council Member Howard suggested properly insulating the building. Mr. Perkins suggested that would be part of the engineering study. Mayor Dial instructed Mr. Perkins to inform David Jaeger, Town Engineer of the urgency of this matter and asked for the study to be completed prior to the next public meeting which would be on May 31, 2012.

Ms. Hunter asked Council if they had any questions or concerns regarding the FY 2013 budget they received last week. Council had no questions at this time.

Council Comments:

Council Member Howard reminded everyone that the Centennial books are still for sale at Town Hall, 328 pages for \$29.

Council Member Matthews gave his condolences to Council Member Furr who lost her mother this week.

Council Member Matthews made a motion to approve the use of Shamrock Park on Saturday July 28, 2012 for the Way of Life Church's annual Back to School Bash and that the fees be waived.

Council Member Howard seconded the motion. Motion was approved 3-0.

Council Member Matthews made a motion to enter into executive session to discuss one item of threatened litigation. Council Member Howard seconded the motion. Motion was approved 3-0.

Council Member Matthews made a motion to reconvene. Council Member Howard seconded the motion. Motion was approved 3-0.

Adjournment

Council Member Matthews made a motion to adjourn.

Council Member Housley seconded the motion. Motion was approved 3-0.

Meeting adjourned at 8:45 pm.

By: _____
Eric Dial, Mayor

Attest: _____
Dee Baker, Town Clerk