

**Town of Tyrone**  
**Council Meeting Minutes**  
December 20, 2012

**Present:**

Mayor Eric Dial  
Mayor Pro Tem Gloria Furr  
Council Member Ken Matthews  
Council Member Ryan Housley  
Council Member Linda Howard  
Town Manager Kyle Hood  
Finance/HR Manager Penny Hunter  
Town Attorney Dennis Davenport  
Town Clerk Dee Baker

**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 Mayor Dial. The invocation was followed by the Pledge of Allegiance.

**Public Comments:**

Mr. David Barlow who lives at 207 Brooks Drive spoke regarding blessings. He stated that he had the opportunity to have a “ride-along” with the Fayette County Fire Department. He stated that unfortunately he witnessed a house fire at the Landmark mobile home park and realized how blessed he was. He wished the best for Mayor, Council and staff and stated that he would pray for us all.

**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, December 6, 2012.

Approval of re-appointing Sharon Pierce as the Municipal Judge. *Kathy Bright, Municipal Court Clerk*

Approval of re-appointing Rhonda Kreuziger as the Town Solicitor. *Kathy Bright, Municipal Court Clerk*

Approval of re-appointing Dennis Davenport as the Town Attorney. *Eric Dial, Mayor*

Approval of re-appointing Mallett Consulting Inc., as the Town Engineer. *Eric Dial, Mayor*

Approval of the “Fayette County News” as the legal organ for the Town of Tyrone. *Eric Dial, Mayor*

Appointment of Patricia Newland as Library Supervisor. *Kyle Hood, Town Manager*

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

Mayor Dial welcomed Patty Newland into the Library Supervisor’s position.

**PRESENTATIONS/RECOGNITION:**

1. Proclamation for Library Supervisor, Julie Digby’s retirement. *Eric Dial, Mayor*

Mayor Dial presented Ms. Digby her proclamation. Ms. Digby thanked her staff that was in attendance including her former staff. She stated that it was a wonderful 13 ½ years working for the Town. She added that she had the most supportive, professional, and loyal team-members around.

**NEW BUSINESS:**

2. Election of Mayor Pro Tem 2013. *Eric Dial, Mayor.*

Council Member Matthews made a motion to elect Council Member Furr to the position of Mayor Pro Tem.  
Council Member Howard seconded the motion. Motion was approved 4-0.

3. Consideration to approve the Storm Water Maintenance and Inspection Agreement. *Kyle Hood, Town Manager.*

Mr. Hood recommended approval of the Storm Water Maintenance Inspection Agreement as submitted, in order to fulfill the requirements of the Town’s adopted Post-Development Storm Water Management Ordinance. This also satisfies one of the EPD’s annual MS-4 Report requirements as well.

Council Member Howard made a motion to approve the Storm Water Maintenance and Inspection Agreement.  
Council Member Matthews seconded the motion. Motion was approved 4-0.

4. Fertilization and weed control of Town properties. *Kyle Hood, Town Manager*

Mr. Hood stated that bids were considered on September 7<sup>th</sup> for this item. The two bids were well in excess of the budgeted amount. He recommended the extension of the previously expired

agreement with Tru Green in the amount of \$9,828 for January 1, 2013 through December 31, 2013.

Council Member Furr made a motion to extend the Tru Green agreement for \$9,828 from January 1, 2013 through December 31, 2013.

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

5. Consideration of setting a date for the Council Retreat. *Kyle Hood, Town Manager*

Mr. Hood stated that in the past Council retreats were held on Saturdays. He recommended the retreat be on Friday February 1<sup>st</sup> or 8<sup>th</sup> 2013 from 9:00 am to 4:00 pm in case staff is needed for information purposes.

Council Member Matthews made a motion to hold the Council Retreat on February 1, 2013 from 9:00 am to 4:00 pm.

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

**FINANCE REPORT:**

6. Finance Report for the month ended November 2012. *Penny Hunter, Finance Manager*

Ms. Hunter stated that for the Month ended November, 2012, the Town has completed 41.67% of its budget year. Revenue realized to date is \$1,002,357 against a budget of \$3,629,100; this amount represents 27.62% of budgeted revenue. Revenue is down \$70,720 for the same month one year ago (\$1,073,076 for November, 2011).

Property tax receipts remain lower than anticipated; and the difference between this year and last has grown an additional four percent. She then stated that business taxes are up this year from last year by \$23,181; 79.64% of revenue has been collected against a budget of \$471,077.

She added that the total expenditures to date are \$1,130,232 (31.14% of budget) compared to \$1,222,647 for the same month one year ago. This is a decrease in overall expenditures of \$92,415. Of the eight (8) capital projects budgeted, the recreation air conditioning has been completed at \$26,030 for a total of 5.5% of budgeted projects. At the end of November, 2011, \$92,271 had been expended from the capital project account and this difference accounts for the majority of difference between the two fiscal years. She ended by stating that the Town currently has 13.78 months of operating revenue for the General Fund in Reserves against 2013 budgeted monthly expenditures of \$302,425.

**Public Comments**

**Staff Comments**

Mr. Hood acknowledged Ms. Digby for a job well done and welcomed Ms. Newland into her new position.

Mr. Hood briefed Council on the results of the Handley Park speed humps bidding process. He then recommended approval to the apparent low-bidder, Piedmont Paving, Inc.

Council Member Housley made a motion to approve the bid from Piedmont Paving, Inc. in the amount of \$2,595 for the overlay of 1" of F Mix asphalt and to repaint all three speed humps to increase their width and visibility to motorists.

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

Mr. Hood updated Mayor and Council on a time-clock system that Council Member Matthews requested information on. The company is uAttend Fingerprint. It is a web based time clock system. He stated that the upfront cost of the BN3000 time-clocks would be \$129 each. It is the least expensive on the market. He added that there is an additional \$54 monthly fee associated with the time-clocks that is not budgeted for. Currently it is unclear if the system can be integrated with the Town's Incode system. He recommended waiting until the Public Works Department is moved into the Town Hall building, thus limiting the need for more than 2 clocks. Mr. Hood stated that he would inform Council when he receives an answer regarding the Incode integration.

Mr. Hood stated that Providence Community Corrections, Inc. (PCC), the Town's corrections provider that is located in Peachtree City will be closing their office. They will continue to meet with the Police Department staff one day a month on a non-court day. He stated that PCC assured the Town that they will continue to provide the same quality of service regardless of the location closure.

Mr. Hood informed Council that the concept report for the Transportation Enhancement (T.E.) Grant has been approved by the Georgia Department of Transportation (D.O.T). He stated that he has received half of the packet; which includes the gateway signage into the Town, and the pedestrian bridge at Shamrock Park. He then stated that when the entire packet arrives he will meet with Public Works and decide where to obtain matching funds for the Grant.

Mr. Hood stated that he has met with representatives from each youth sports associations and plans on presenting draft agreements to Council prior to the January 17<sup>th</sup> meeting.

Mr. Hood stated that currently, due to the promotion of Patty Newland to the Library Supervisor's position there is a vacant Library position. He requested that Council allow Mr. Hood and Ms. Hunter to create a policy that allows a 5 day grace period in order to consider hiring internally prior to seeking applications from the public.

Council Member Matthews made a motion to direct staff to create a policy allowing a 5 day grace period to advertise internally to consider employees for vacancies prior to outside advertising.

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

Mr. Hood recognized the Sandy Creek Football team for winning the State Championship for the third time in four years.

Mr. Hood recognized the Tyrone Elementary School's PTO and their supporters for their efforts to bring the community together for the initiative to keep the elementary school open.

Mr. Hood thanked Tyrone employees for donating a total of 150 toys for Toys for Tots. The organization informed Mr. Hood that prior to picking up donations from Fayette County the needs of the children were already met.

**Council Comments**

Mayor Dial stated that as of close of business tomorrow Ms. Vaughn is collecting blankets for the homeless.

Mayor Dial stated that for the Fayette County Board of Education meeting on Monday night about 70% of the crowd in attendance was compiled of Tyrone citizens and the message was clear regarding the closing of Tyrone Elementary School.

**Adjournment**

Council Member Furr made a motion to adjourn.

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

**Adjournment**

Council Member Furr made a motion to adjourn.

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

Meeting adjourned at 7:40 pm.

By: \_\_\_\_\_  
Eric Dial, Mayor

Attest: \_\_\_\_\_  
Dee Baker, Town Clerk