

**Tyrone Town Council
Meeting Minutes
December 7, 2017**

Present:

Mayor Eric Dial

Mayor Pro Tem Gloria Furr

Council Member Ken Matthews

Council Member Ryan Housley

Council Member Linda Howard

Town Manager Jonathan Lynn

Town Attorney Dennis Davenport

Town Clerk Dee Baker

Mayor Dial opened the meeting and gave the Invocation which was followed by the Pledge of Allegiance.

Approval of Agenda

Council Member Furr made a motion to approve the agenda.

Council Member Matthews 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, November 16, 2017

Consideration to re-appoint Sharon Pierce as Judge and Alisha Thompson as Solicitor for Tyrone Municipal Court.

Consideration for the renewal of the CSRA Probation Services, Inc. contract providing probation services.

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

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

New Business:

1. Consideration for approval of the Fayette Daybreak Paws for a Purpose/Wounded Warrior/St. Patrick's Day Celebration at Shamrock Park. ***Mitch Bowman, Recreation Manager***

Mr. Lynn apologized on behalf of Mr. Bowman whose attendance was needed at a soccer association meeting. Mr. Lynn stated that Fayette Daybreak Rotary asked for the use of Shamrock Park for their annual Paws for a Purpose fund raiser and added that the Recreation Center was adding in some St. Patrick's Day activities to the celebration along with the third annual Wounded Warrior Ride.

Council Member Housley made a motion to approve the Fayette Daybreak Rotary use of Shamrock Park on March 17, 2018 for the annual Paws for a Purpose event.

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

Council Member amended his motion to include the Wounded Warrior Ride.

Council Member Matthews amended his second. Motion was approved 4-0.

2. Consideration for approval of a firm to provide parks master planning services for SPLOST Projects at Handley and Redwine parks. ***Jonathan Lynn, Town Manager***

Mr. Lynn informed Council that a Request for Qualifications (RFQ) was sent out for firms to provide master planning services for the two parks. Staff received three responses; of the three, Tunnell-Spangler-Walsh (TSW) was more in line with the vision of the Town for the directions of Handley and Redwine Parks. TSW also had more project experience within the region; which includes surveys, site design, planning documents, landscape plans and applicable construction documentation. Mr. Lynn added that there was \$325,000 budgeted in the current budget year SPLOST item for Handley Park and a combined \$350,000 in the budget years (19/20 and 20/21) for Redwine Park. He stated that a TSW representative reported that their firm does not anticipate both park projects to exceed \$30,000. Mr. Lynn recommended approval. Mayor Dial asked if both projects would be completed within the next budgeted year. Mr. Lynn stated yes, both park plans should be completed within the next budget year; Redwine would begin with forthcoming SPLOST monies.

Council Member Howard asked why does the Town to spend money on a consultant on these particular projects. Mr. Lynn gave the examples of new restrooms at Handley Park, multiuse path and paving of the parking lot; TSW would create renderings for the project, which would then be provided to the company chosen through the bidding process for the construction. Council Member Furr agreed with Council Member Howard and stated that several projects have been completed for at least twelve years without a consultant. Mr. Jaeger and his firm have also kept control of all projects.

That money could be used for the soccer field restrooms. Mayor Dial asked if Mallet Consulting Inc. was capable of handling this type of project. Mr. Lynn stated that he was certain that they were capable of the infrastructure type projects but would meet with Mr. Jaeger to discuss. Council Member Howard asked how much work needs to be completed. Mr. Lynn stated that among the projects, Mr. Bowman wanted to redesign one of the Redwine ball fields for a multiuse purpose. Mayor Dial suggested for staff to meet with the consultants and Mr. Jaeger for a better idea of our needs prior to hiring TSW. Council Member Howard stated that Council needs a more detailed plan from Mr. Bowman and the citizens need to have an input as well. Ms. Beach added that the projects are also on the SPLOST list and that the citizens did have their input. Council Member Furr added that Mr. Bowman needs to receive Council's approval first; we may not be able to complete all projects. Council Member Furr stated that moving forward, any call for RFP's or RFQ's needs to be submitted to Council initially.

Council Member Matthews made a motion table the item for the January 18, 2018 Council meeting and directed staff to speak with the consultants, David Jaeger and Mr. Bowman prior to said meeting.

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

3. Consideration and approval to submit an application for funding to the Georgia Department of Transportation for the 2018 Local Maintenance Improvement Grant Program (LMIG).

Jonathan Lynn, Town Manager

Mr. Lynn informed Council that the Georgia Department of Transportation allocated \$116,282.80 for our 2018 LMIG program. The Town is to match that amount at 30%. There is a budgeted amount of \$70,000 towards LMIG projects in the annual CIP budget for total projects being funded from 2018 LMIG in the amount of \$186,282.80. This all includes .30 miles to be resurfaced on Montego Trail and .15 miles on Calypso Court, and six stormwater drainage improvement projects would be included as leverage; which brings the project to \$213,800. He added that nothing would cause our budget to exceed \$70,000. Mr. Lynn stated that Bennington Pass, Magnolia Drive, Greencastle Circle, West Dogwood Trail, Laurel Circle and Trickum Creek Road, all of which were approved as part of the Stormwater Bid Item from the November 16, 2017 Town Council Meeting. The total amount of the application is \$116,282.80. He ended by stating that all projects were based upon road millage and the Town would be issued a check for the full allotted amount. Mayor Dial asked for clarification regarding Trickum Creek improvements. Mr. Lynn stated that the LMIG improvements would be separate from any improvements the County may initiate.

Council Member Furr made a motion to authorize Mayor Dial to execute the necessary transmittal documents for the 2018 Local Maintenance Improvement Grant from the Georgia Department of Transportation.

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

4. Consideration of a Fiscal Year 2016/2017 Budget Amendment.

Sandy Beach, Finance Manager

Ms. Beach stated that she and the auditors have been working on completing the 2016/2017 fiscal year paperwork. The auditor's management team will finalize the process; the auditors would then present their findings at a forthcoming Council meeting. Ms. Beach stated that a couple of departments over budgeted due to unforeseen circumstances and in order to balance the budget, a few items need to be amended. She stated that by moving monies within these departments and increasing the budget revenue, which did not exceed what was received; the budget matched the expenses. She ended by stating that by law, the budget and the General Fund had to balance and that the deadline was December 31st.

Council Member Matthews made a motion to approve the attached budget amendment #12 to increase the budgeted revenue to cover the capital expenditures and overages and to move money between departments and funds as necessary to balance the budget for fiscal year 2016/2017.

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

Public Comments

Staff Comments

Mr. Lynn gave a "Shout Out" to Parks, Public Works, the Police Department, Kelly Duncan and other employees that helped out with the Tyrone Christmas Tree Lighting festivities. It was a huge success. He reminded everyone about the Christmas staff dinner at Nikko on Tuesday night.

Council Comments

Council Member Matthews gave a "Shout Out" to Biglers Beautiful Lawns and Landscaping for assisting with the removal of a tree that fell across Tyrone Road Tuesday. They got out of their vehicle and cleared the tree on the spot.

Council Member Furr gave a "Shout Out" to Mr. Lynn and the Public Works Department for the new carpet in the Council Chambers, the Town Hall lobby renovations and the outside landscaping.

Mayor Dial thanked Council Member Furr for lighting the Town Christmas Tree during the tree lighting ceremony. He also thanked Mr. Campbell for his work on the Town Hall lobby.

Mayor Dial recognized Mr. Davenport for his wife's feature piece in the new Fayette Woman; and stated that she is a good lady that has accomplished a great deal.

Executive Session
Adjournment

Council Member Furr made a motion to adjourn. Motion was approved 4-0.
The meeting adjourned at 7:28pm.

Eric Dial, Mayor

Dee Baker, Town Clerk