

**Tyrone Town Council
Meeting Minutes
November 1, 2018**

Present:

Mayor Eric Dial
Mayor Pro Tem Gloria Furr
Council Member Ken Matthews
Council Member Ryan Housley
Council Member Linda Howard
Interim Town Manager Brandon Perkins
Finance Manager Sandy Beach
Accounting Specialist Ellie Emini
Town Engineer/Public Works Director Scott Langford
Town Clerk Dee Baker
Town Attorney Dennis Davenport

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, October 18, 2018.

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

Presentations/Recognition:

Proclamation: Retired Georgia Educators

Ms. Adrine Green thanked Mayor and Council for recognizing retired educators. She added that the Georgia Retired Educators Association was made up of volunteers and that she was connected to Tyrone. She stated that she had taught in Fayette County for thirty-four years, some of which were at the former Tyrone Elementary School. She informed everyone that next Thursday, November 8th at Arbor Terrace, the Georgia Retired Educators Association would be holding their scholarship fundraiser. She added that one scholarship was given on a rotation throughout the county, this year it was Fayette County High School.

Ms. Marge Garrett thanked Council and stated that she retired in 2010 where she also taught at Tyrone Elementary and Burch Elementary.

New Business:

1. Consideration of the appointment of Brandon Perkins to fill the position as Town Manager.
Eric Dial, Mayor

Mayor Dial stated that at the last Town meeting, Council appointed Chief Brandon Perkins as the Interim Town Manager. He added that after considering opening the position to the public, Council realized that there was no other for the job. It was decided to ask Chief Perkins to serve as the permanent Town Manager. Mayor Dial added that it was with great pleasure that he showed a desire to do so. Mayor Dial then spoke in regards to the Police Officers. He stated that Council took great pride and treasured them and that they would make every effort to make sure they were taken care of. He added that change was difficult, especially since they have had the same Chief for eleven years. Mayor Dial stated that the Police Officers had Council's word that they would be taken care of and that they were important to them. The negative part was that he would no longer be your Chief; however, he still cared.

Council Member Furr made a motion to appoint Brandon Perkins as the permanent Town Manager.

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

2. Consideration of changes to the Organizational Chart.
Town Manager, Brandon Perkins

Mr. Perkins stated that in 2008, Mayor and Council voted to place the Chief of Police under the Mayor and Council's supervision. While the dynamic worked, the general rule in municipal government was to have department heads fall under the supervision of the Town Manager. Mr. Perkins recommended the adoption of the new organizational chart which reflected all department heads reporting to the Town Manager.

Council Member Housley made a motion update the organizational chart as presented.
Council Member Howard seconded the motion. Motion was approved 4-0.

3. Consideration of approval of a debris removal contract with Ceres Environmental and Thompson Consulting. ***Town Manager, Brandon Perkins***

Mr. Perkins stated that in the event of a natural disaster on a large scale, such as the recent hurricanes, trees and structure debris would be scattered; this would be a difficult task for the local Public Works and Sanitation Departments to deal with. A hazard mitigation plan jointly pursued with the County, a plan in place would assist with the debris removal. With this contract, subcontractors would be mobilized immediately and the Town would know their cost for the first seventy hours and also after the completion of the project. He added that Fayette County had gone through an RFP process with the intent that all cities would take advantage of the contract. Mr. Perkins added that Ceres Environmental had been chosen and that Thompson Consulting would give direction under FEMA guidelines. Mr. Perkins recommended approval of both entities, falling under the County's umbrella. He added that the other county cities would be moving forward as well.

Mayor Dial asked Mr. Davenport for clarification in regards to budgeting for the item. Mr. Davenport suggested speaking with the County to get an idea of how they have budgeted in the past. He also suggested to increase the contingency fund.

Council Member Furr made a motion to approve the debris remove contract with Ceres Environmental and the monitoring contract with Thompson Consulting.
Council Member Housley seconded the motion. Motion was approved 4-0.

4. Consideration to approve the 2019 Local Maintenance and Improvement Grant Application (LMIG). ***Town Manager, Brandon Perkins***

Mr. Perkins stated that the Local Maintenance and Improvement Grant (LMIG) funding was utilized by the Town for maintenance and improvement projects. He stated that the grant was 70% LMIG money with 30% matched by the Town. He informed Council of the 2019 project list for the grant application. The amount was calculated as; \$113,338 (LMIG) + \$48,573.66 (Town match) = \$161,912.21. The Town has received bids for road paving and drainage improvements that are currently unfunded that could be funded by the 2019 LMIG since the work would begin early 2019. He added that the 2018 LMIG had been spent or was committed, therefore, allowing the Town to apply for the 2019 grant was recommended and was due by January 1, 2019. Mr. Perkins also referred to the Pavement Condition Index (PCI) and a letter from the County outlining the Town's maximum contribution.

Mr. Perkins referred to the proposed 2019 LMIG Project Report with recommended projects based on the PCI and drainage projects that were not fully funded by the 2018 LMIG. Mr. Perkins then recommended to proceed with the LMIG application process including the proposed project list.

Council Member Matthews made a motion to approve the 2019 Local Maintenance and Improvement Grant Application (LMIG).

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

5. Consideration to approve the 2018 Asphalt Resurfacing Phase II Bid Award.

Town Manager, Brandon Perkins

Mr. Perkins informed Council that bids for the project were received on September 25th. The project and bid were designed by Mallet Consulting, Inc. The apparent low bidder was Atlanta Paving and Concrete. He informed Council of the two SPLOST projects; North Senoia Road/Powers Court for \$378,720 and Powers Way for \$45,155, including allowance for special conditions for \$25,000 and reflective pavement markers for \$320. These projects were within the \$550,00 budget, totaling \$449,195. He added that the following paving projects were not funded and have been requested in the 2019 LMIG application: Ashford Drive for \$23,235, Rosses Point for \$31,235.50 and Lismore Court for \$61,1000, all totaling \$115,570.50. Mr. Perkins then informed Council of the conditions of the roads, according to the PCI study; Ashford Drive's condition was poor, Rosses Point was serious and Lismore Court was very poor. The total award to Atlanta Paving and Concrete would be \$564,765.50. He stated that the Town would be committing 71.4% (\$115,570.50) of the 2019 LMIG funding to complete Ashford Drive, Rosses Point and Lismore Court. The Town would also be committing \$449,195 of SPLOST money for North Senoia Road, Powers Court and Powers Way. Mr. Perkins recommended approval.

Council Member Housley made a motion that based upon the approval of the 2019 LMIG Project Report to award contract to Atlanta Paving and Concrete for \$564,765.50 to complete North Senoia Road, Powers Court, Powers Way, Ashford Drive, Rosses Point, and Lismore Court.

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

6. Consideration to approve the 2018 Miscellaneous Drainage Improvements.

Town Manager, Brandon Perkins

Mr. Perkins shared that on September 25th bids were received for the 2018 Miscellaneous Drainage Improvements project. The low bidder was Frontier. He stated that currently, there was not enough funding to complete all projects on the tabulation list.

Mr. Perkins recommended that upon approval of the 2019 LMIG Project Report, to award contract to Frontier for \$169,500 to complete projects 2-13, A1, A3-A7, A9, A10, and A12 on the bid tabulation sheet.

Council Member Housley asked for clarification regarding the Town's portion of the project. Mr. Perkins clarified that \$46,341.71 would come from LMIG and 123,158.29 would be funded with the Capital Expenditure budget.

Council Member Furr asked for clarification regarding the Palmetto Road drainage improvement location. Mr. Langford stated that he would follow-up with her regarding the specifics.

Council Member Housley made a motion that based upon the approval of the 2019 LMIG Project Report to award contract to Frontier for \$169,500 to complete projects 2-13, A1, A3-A7, A9, A10 and A12.

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

7. Consideration to approve a 4 Way Stop at Laurelmont and Park Haven Lane.

Town Manager, Brandon Perkins

Mr. Perkins informed Council that on September 10th, Ms. Tasha Hill of the Rivercrest Home Owners Association requested that additional stop signs be added to the intersection of Laurelmont and Park Haven Lane due to speed issues along Laurelmont. Mr. Perkins indicated that Laurelmont is a long straight road off the entrance of the subdivision that runs along one edge of the community park. It was off a main thoroughfare and was also a school bus stop according to the HOA. Mr. Perkins added that he did not see an issue with placing additional stop signs at that location, making it a four-way stop. He stated that \$500 could be committed to signage and painted stop bar costs. He then recommended the placement of the signs to ensure additional safety.

Council Member Matthew made a motion to approve two additional stop signs as submitted.

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

Staff Comments

Mr. Perkins mentioned the Market Hill business park additional ingress/egress situation. The traffic study results showed no need for a curb cut on SR-74 and that the development restrictions should be lifted.

Mr. Perkins added that Mr. Davenport asked that staff research the initial restriction; it was his belief that that restrictions were placed due to zoning restrictions. Mr. Perkins clarified that was indeed true.

He added that upon Council's request, Mr. Trocquet would begin the zoning change so the restrictions could be lifted. Council directed staff to move forward with the process and to contact the Business Owner Association for Market Hill.

Mr. Perkins asked for clarification for policy purposes when hiring a budget approved position. He asked Council if they wished to vote to fill those spots. He added that clarification was needed in order to create a policy for the process.

Council Member Furr stated that her thoughts were that Council should vote on all new hires. Council Member Matthews added that Council should particularly vote on new Department Heads. Mayor Dial stated that Council had three choices on hiring; they could not vote on any new hires except for the Town Manager, Council could only vote on Department Heads or Council could vote on every new hire. Mr. Perkins stated that as a general rule, Council should vote on all new Department Heads; voting on the staff level is Council's choice. Mr. Perkins stated that at one time in the past, Council expressed that they did not want to be involved in the hiring process of approved budgeted positions. Council Member Furr clarified that the Town would not be hiring anyone if it was not budgeted approved. Mr. Perkins gave the example of a Police Officer resigning; the position is advertised and a candidate is found, they fit our standards. Council Member Furr interjected and stated that she believed Council was always comfortable with the Police Chief hiring for the Police Department and Council would vote regarding administrative positions; she would like to keep it that way. She added that at that time when Mr. Perkins was Police Chief, she trusted his decisions. Council Member Howard clarified that now, Mr. Perkins would have even more oversight during the hiring process. Mr. Perkins added that he would hope that Council would give the new Chief the same authority moving forward. Council Member Housley asked Mr. Perkins what his recommendation would be. Mr. Perkins stated that his preference would be that at the staff level, the Town Manager and Police Chief have hiring capabilities. He added that Council should have the authority to hire Department Heads. Mr. Perkins stated that if staff was hiring a Police Officer, Public Works, worker and a Librarian, it would be cleaner and quicker if the Town Manager or the Police Chief manage the hiring. Mayor Dial asked Mr. Davenport's opinion on "the norm" in this situation. Mr. Davenport stated that usually, all of the operational decisions; hiring and firing, are made by the Chief Executive Officer. Mayor Dial stated that for lack of a better term, currently Council is micro-managing by hiring the Department Heads. Mr. Perkins stated that he was searching for a cleaner and efficient process. Time is of the essence, we have lost candidates waiting on a Council meeting for Council's vote.

Council Member Housley made a motion that the Town Manager approve all new hires with the exception of the Department Heads and anyone under the Police Chief's direction. The motion died for lack of a second.

Council Member Furr made a motion that Council votes on every new hire under administration including the Police Chief position but no position under the Police Chief's direction. Council Member Howard seconded the motion. Motion was approved 4-0

Mr. Perkins informed Council that on October 2nd, the Town received a letter from Peachtree City Water and Sewerage Authority (WASA) regarding a cost increase. Currently our costs are \$2,914.80 per month for twice a week pump station inspection and maintenance. Moving forward the cost would be more than double. The Town did not budget for the increase being that it was in the middle of a budget season. Mr. Perkins stated that Mr. Langford spoke with a WASA field representative and they suggested that one weekly visit should suffice. The Town could then renegotiate the contract.

Council Member Housley asked what WASA maintains. Mr. Langford stated that they check for debris, the voltage, flow controls and also check for oil and or grease build-up. It takes approximately thirty minutes to one hour for each of the four pump stations. Mr. Perkins informed Council that the inspections generate an email which Mr. Langford places into a spreadsheet. If there was a problem, the Town would be notified. Mr. Perkins stated that staff wished to officially meet with WASA to assure that the new schedule would be beneficial.

Council Member Furr asked if there was another company the Town could use for the service. Mr. Langford shared that there was a local company in Tyrone; however, it would be more expensive. Council Member Furr then suggested that staff check with other local governments such as, Fairburn and Coweta County to see who they use.

Mayor Dial asked that staff ask WASA to make the provision effective for the next budget season since the Town had no notice and was unable to budget for the increase. Mr. Perkins stated that he would give an update at the next Council meeting.

Mr. Perkins thanked Council for allowing him to serve as their Chief for eleven years. He stated:

It has been the highlight of my professional career thus far. Thank you for the opportunity for serving as your Town Manager, it is bittersweet and I am effectively retiring from law enforcement. When I was a boy, I wanted to be a Police Officer and became one when I was nineteen years old. If you would have told me at the age of nineteen that I was going to be a Police Chief I would have thought you were crazy. If you would have told me that I would someday; be the Town Manager I would have really thought you were crazy; because all I ever wanted to do was to become a Police Officer.

God has plans and life has a way of taking you down different paths. Tyrone has been extremely good to me and Mayor and Council has been really good to me. I knew that my short-term plan included a change. I knew I did not want the plan to take me away from Tyrone, but I knew that it may take me away from law enforcement. It is a blessing that this position became open and that Council was willing to offer me this opportunity. I hope I can do as well as when I was the Police Chief. I do hope that the citizens and Council feel that I left the department better than when I found it. It has seen a lot of change over eleven years, and I was a small part of that. All of the hard work goes to the officers and staff. All I can do is suggest things, they are the ones that do all the hard work. I am proud of the Police Department and what we did with it. I always said that I wanted the Tyrone Police Department to be a model by which other departments its size can be judged; I think we did that. Its always a compliment when other Chiefs call to see how you do things. To be on the younger side of Chiefs and to have others ask me how I run things, makes me feel good about what we are doing. I hope the citizens agree that I left it better than I found it and I hope to do the same in my position as your Town Manager. (He thanked the Police Officers that were in attendance Lieutenant Philip Nelson, Lieutenant DeLoose and Sergeant Collins). Like the Mayor said, I promise we will do the best we can to find you guys the next person that will do even better than the last guy.

Ms. Marge Garrett spoke and shared that she was excited about Mr. Perkins becoming the new Town Manager. She stated that he had always supported the Library and they appreciated that. The Library is important to a small town.

She added that she hoped everyone visits to see what Ms. Newland and her staff were doing. They are doing an awesome job. She shared that she had been in Tyrone since 1984. We want the Town protected and with Mr. Perkins' experience, we will have that.

Council Member Housley shared that if Mr. Perkins was half the Town Manager that he was as Chief, then Mr. Perkins made the right decision. He stated that Council was excited to have him on the other side, and better things were to come to the Town. Council appreciates that he accepted the role.

Council comments:

Council Member Furr thanked Mitch Bowman, Matt Underwood and David Moretz from Public Works and Brad Konwick from the Environmental Department for clearing the bushes in the rights-of-ways.

Council Member Furr also shared that since a few officers were in attendance, she wanted to thank them for putting their lives on the line every day to protect Tyrone; and that she had great respect for people in law enforcement.

Mayor Dial stated that he was approached by a citizen regarding a dip in Dogwood Trail; it was very pronounced in one lane. He asked staff to research it.

Mayor Dial informed everyone that asphalt had been poured on the Tyrone Road, right turn lane.

Mayor Dial recognized David Moretz from Public Works for caring for Tyrone's citizens in his personal life.

Ms. Beach introduced Ms. Ellie Emini, the Town's new Accounting Specialist and stated that she had been employed for three weeks and that she appreciated her being there.

Mayor Dial shared the early voting numbers; in fifteen days, Tyrone's location had 836 votes cast for the local city elections and 5,500 votes for the General Election totaling 6,237. He encouraged everyone to vote.

Adjournment

Council Member Howard made a motion to adjourn. Motion was approved 4-0. The meeting adjourned at 7:59 pm.

Eric Dial, Mayor

Dee Baker, Town Clerk