

**REGULAR MEETING
CITY COUNCIL OF THE CITY OF NASHVILLE
COUNTY OF BERRIEN
MARCH 23, 2009**

INVOCATION: Mayor Travis Harper

PLEDGE: Pledge of Allegiance was led by Mayor Travis Harper

WELCOME: Mayor Travis Harper

ROLL CALL: Members of the City Council present included Mayor Travis Harper, Aldermen Dick Perryman, Bill Turner, Billy Retterbush, Michael Richbourg, Scott Stalnaker, and Darrin Davis.

STAFF PRESENT: Tina Haughton, Tommy Davis, John Reynolds, Chief John Clayton, Peter Schultz, Henry Yawn, City Manager Mandy Luke, and City Attorney Mitchell Moore.

OTHERS PRESENT: Randall Milton, Fern Turner, Mr. Harris, Cheryl Bonham, John Black.

ADOPTION OF MINUTES FROM PREVIOUS MEETINGS: Mayor Harper asked to change the date in item number nine to March 31st instead of March 30th. Alderman Richbourg made a motion to approve the minutes. The motion was seconded by Alderman Retterbush, and the motion carried unanimously.

ADOPTION OF FORMAL AGENDA- Mitchell Moore asked to add an Executive Session to the Agenda. Alderman Richbourg made a motion to approve the formal agenda with the change. Alderman Stalnaker seconded the motion, and the motion carried unanimously.

NEW BUSINESS

1. Increase Limits on Spending- Alderman Richbourg wanted to recommend the limits on spending without the approval from Council be raised from \$1,000.00 to \$5,000.00. He said the cost of goods has increased over the past few years, and it does not take much to add up to \$1,000.00. In order to adjust to the times the Council needs to raise the limit to \$5,000.00. Mandy is trusted with handling the City's five million dollar budget and she is our President and CEO, so in his opinion she should be allowed to approve or disapprove any money over \$1,000.00. He added at this time the way approvals are handled is, the Council has to approve or disapprove at Council meetings, or Council has to be called and poled for approval before bills over \$1,000.00 can be paid. Alderman Turner expressed his concerns about Council's accountability to the tax payers. Alderman Richbourg said we can request that Mandy have a monthly report of bills paid, from \$1,000.00 and over, prepared to present before the Council once a month. Mandy Luke requested the group also agree to increase the department heads limit. She said their limit is \$500.00 now and it needs to be \$1,000.00. Alderman Richbourg made the motion to raise the approval limit from \$1000.00 to \$5,000.00 with a monthly report of bills paid from \$1,000.00 and over to be presented before

Council once a month. Alderman Stalnaker seconded the motion. The motion carried five to one with Alderman Turner opposing the vote.

2. Special Recognition of Employee- Mandy Luke told the group the Georgia Certification Program for City and County Clerks is a one-hundred hour program designed to establish minimum standards and professional goals for city and county clerks as well as deputy clerks. This program seeks to accomplish this by introducing new methods and approaches to enable clerks and finance officers to become more efficient and effective in the jobs. The program also increases managerial competence of municipal and county clerks to help meet new challenges and demands placed on local government. Finally this program creates the opportunity for clerks and deputy clerks to further their professional development to gain the recognition they deserve. Tina Haughton received her designation and certificate of Deputy Clerk at the Clerks' Training in Athens back in February. Tina has achieved this designation through the 100 required hours of study and testing. It takes a lot of commitment and hard work to achieve this goal. Tina came to work for the Clerk's office in January 2005 and has performed her duties well and in a professional manner. As we recognize Tina for her accomplishment of this milestone in the Clerk's profession, we wish to congratulate her and thank her for the hard work and dedication it took to achieve this goal.

REPORTS

3 City Manager's/Finance Director's Report – Mandy Luke gave the group a copy of the sales comparison report which included Gas sales, Water sales, and Garbage sales through February 2009. The report is a comparison of our revenues and expenditures for the past three years. She pointed out how the Gas department revenues is and has been suffering. Although the Council wanted to discuss raising the base rate for the Gas department at the planned work session, she wanted to give them an update on the history. Mandy also wanted to inform the group about the upcoming City Spring Clean-up Week. She confirmed the week will be planned the same week of Georgia's City's Week, which is April 19th through the 25th. Mandy wanted to suggest, this year instead of the Sanitation Department driving around all week, sometimes picking up items repeatedly from some locations, the pick up will be a one time only pick up. She illustrated, once we advertise about the cleanup we also schedule the pickup, which will fall on the same day yard trash is picked up for each street. She concluded the pickup of these items will only be a one time occurrence, so the Sanitation Department will not need to circle around the City numerous times picking up cleanup items. She said this process will not only save time but will save the City money. Mandy informed the group about Georgia's City's Week. She said during this week the City has several activities planned, such as tours of City Hall, Coloring contest for school children, and one day of this week is chosen for Customer Appreciation Day, which refreshments are served to all of the City's Customers. She presented the group with Resolution which needs to be adopted for Georgia's City's Week. Alderman Turner made a motion to adopt the Resolution for Georgia's City's Week which will begin on April 19th through April 25th. Alderman Richbourg seconded the motion and the motion carried unanimously. Mandy said the Council also needs to adopt another Resolution for the Water and Waste Fees and Deposits, which was discussed at the last Council meeting. The Resolution covers taping fees, overhead sprinklers, any insulation fees, deposits, late fees, service charges,

and any miscellaneous services performed. The group agreed to hold off on making any motions to adopt until the next Council meeting scheduled for April 13th, 2009. Mandy also updated the group on the software request. She said TBS still has not given any figures as to the cost of updating our current software package, but the amount to alter our system now to include the debt service fee will cost a one time fee of \$350.00. Mandy said this alteration as well as updates to our system should be a free service provided by TBS, but like many other software companies it is not. She said Software Company, Q S/1, she would like the City to convert to, does not charge for upgrades plus the software provides many other features the City could find very helpful, such as project accounting for Grants and Special projects, internet payments, and a fixed asset package, which will help keep up with our equipment and maintenance. The software would cost the City \$213.00 more a month but would include many more features than the package we are currently using. Alderman Retterbush suggested holding off on a decision until TBS gives a quote on updating our software. Mandy said the comparison on the current version of TBS now is \$213.00 per month, and although I have left several messages inquiring as to the cost of an upgrade I have not heard back from TBS. Mandy added if the Council approved the change over to QS/1, there program would provide more information such as reports for auditors, not to mention the reports that are requested on a monthly basis, of which the software we now use can not provide. Alderman Richbourg asked Mandy if any more software packages are out there. Mandy said yes, most of which their only drawbacks are they are located in a different time zone. She said the total cost for converting to QS/1 will be \$21,000.00 which would include setting up the hardware, converting the history, and the training. Alderman Retterbush suggested the Council wait on a decision until TBS contacts Mandy on a price for updated our current software.

4 City Attorney's Report Mitchell Moore gave the group two handout versions on the new Ordinance for Hotel-Motel Occupancy Tax. He said Council does not need to act on these at the present time but the group needs to look at it and discuss it, because any money we collect will go toward tourism and Better Home Town. The first simply states, under Sec. 15-221, there shall be paid for every occupancy of a guestroom in a hotel in the City a tax at the rate of five percent of the amount of rent unless an exemption is provided under section 15-223. Sec. 15-229 states the finance director shall administer and enforce the provisions of this article for the collection of the tax. Mitchell said Mandy will be the Administrator and record keeper of this tax since she is the City Financial Director. Mitchell asked the Council to look over the Ordinance so it can be implemented as soon as possible. Alderman Richbourg asked if the Hotel need to be notified before the Ordinance is implemented. Mitchell said yes as a common courtesy we can notify them. Mitchell wanted to update the group on the Conflicts letter which was sent out to Kimberly Hobbs with the RDC. In reference to Alderman's Stalnaker notification of a conflict of interest for the CDBG funding. Mitchell also updated the group on his findings on the Municipal Court. The consensus is this, with the Council's permission I would like to do the same as Judge Edwards, which is the Judge is handling the administration of the Court and whatever he wants to do would be within his authority. Mitchell said he would get with Judge Moon, the City Municipal Judge, and have him implement what he deems appropriate. Mitchell recommended the Judge handle the Municipal Court and the City Council oversees only to the extent it is necessary and their administrative duties as a Council. Mitchell also updated the group on the 30 foot Easement for the ditch. He said the problem is parts of the ditch are getting wider,

so instead of 30 feet will need to go 45 to 50 feet in order to stabilize the ditch in some areas.

5 Department Heads' Report- John Reynolds asked Council to approve the purchase of two fire hydrants, one of which the City will be reimbursed from an individual. Alderman Stalnaker seconded the motion and the motion carried unanimously.

PUBLIC COMMENTS/GENERAL COMMENTS FROM COUNCIL

Alderman Davis asked who services or picks up the trash during the City Spring cleanup. Mayor Harper and Mitchell Moore said the City has a contract with Griffin Waste, who also picks up the household garbage for the City. The group discussed placing the roll-offs behind fences or lock and key this year in order to keep other non city residence from dumping their garbage. Tommy Davis added the City needs the roll-off's for the clean up. He said we usually call Griffin Waste and let them know when they are full so they can be picked up, so the sanitation department can continue to pick up. Tommy said in the past we have placed a roll-off at Memorial and Beetree Parks, Watson Street, and one is placed at the City Public Works.

Alderman Richbourg asked Mandy Luke to update the group on the Stimulus money. Mandy said Penny Houston has put Nashville on the list for Stimulus money which is coming from GEFA. She said Ms. Houston is asking for the entire amount of five and one half million, but at this time we are unsure how much of that we will receive or if we will receive anything. Alderman Richbourg concluded, Nashville was not in line for the Stimulus money and due to Penny Houston's efforts we are now in line, or on the list to receive.

EXECUTIVE SESSION

Alderman Richbourg made the motion to go into executive session at 6:45 p.m. The motion was seconded by Alderman Retterbush, and the motion carried unanimously.

Alderman Richbourg made the motion to come out of executive session at 7:11 p.m. The motion was seconded by Alderman Stalnaker, and the motion carried unanimously.

ADJOURNMENT

There being no further business to conduct, Alderman Turner made a motion to adjourn the meeting at 7:11 p.m. Alderman Richbourg seconded the motion and the motion carried unanimously.

Mayor Travis Harper

Alderman Bill Turner

Alderman Dick Perryman

Alderman Darrin Davis

Alderman Billy Retterbush

Alderman Scott Stalnaker

Alderman Michael Richbourg

ATTEST

Johnny Hall, City Clerk