

The Mayor and Council met for a called meeting.

Those Present:	Greg Thompson	Mayor
	Wayne Adcock	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Nathan Purvis	Council Member
	Larry Bradley	Council Member
	Norman Garrett	Council Member
	Nathan Little	Council Member
	Jimmy Richardson	Council Member
	Debbie Kirk	City Clerk
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Jeremiah Still, Keith Glass, Logan Propes, Rodney Middlebrooks, Brian Thompson, Patrick Kelley

Visitors: Pat Kamienski, Joel Ballew, Mindy Maynard, Drew Bowen, Patrick Graham, James Draper, Sharon Swanepoel, Beverly Harrison, Chris Bailey, Patrice Broughton, George Baker III, Bob Saville, Tom Berry, Larry Fussell

I. CALL TO ORDER – GREG THOMPSON

1. Roll Call

Mayor Thompson noted that all Council Members were present. There was a quorum.

Mayor Thompson wished congratulations to Matthew and Jessica Chancey on the birth of their new baby.

Mayor Thompson stated there needed to be a change / amendment to the agenda. The Public Works Committee Item needs to be deleted from under the Committee and moved to Section V. Items Requiring Action – Item 1. Purchase – Yard Spotter.

To approve the agenda as amended.

*Motion by Bradley, seconded by Richardson.
Passed Unanimously.*

II. DEPARTMENT REPORTS

1. February Monthly Reports

The Department heads presented the monthly reports.

III. COMMITTEE INFORMATION

1. Finance

a. Renewal – Health Insurance

Finance Director Logan Propes explained that the specifics have not been received yet, due to the time table for getting the renewal scheduled. He stated that the City would again be partnering with Covenant Services Group for the renewals. They are still getting some of those bids in, and will have the specific numbers for Council to review at the meeting next week. The rates for health coverage will be set in March with open enrollment, and the renewal coverage will begin on April 1st.

Mr. Joel Ballew, with Covenant Services Group, discussed the healthcare insurance renewal. He stated that in overall costs the City will see a decrease this year, due to the proactive steps being taken. The implementation of the onsite clinic and the wellness program have put the City on the cutting edge. He explained there will be adjustments made; the rates are not finalized yet. Depending on the remainder of the negotiations, there will be a 4.76 percent or more decrease in maximum costs.

Mr. Propes stated the insurance renewal will go before the full Council on the 9th, subject to the final rates being locked in.

No Action.

b. Renewal – Ancillary Insurance Dental & Life

Mr. Joel Ballew, with Omega Benefits Covenant Administrators, discussed the dental, life, vision, and disability insurance renewals. The Omega Benefit Group was able to get rate guarantees through negotiations last year, meaning the carriers locked rates in for multiple years. Therefore, all of the contracts are locked in place, and there will be no rate increases.

The committee recommends to Council the renewal of the ancillary insurance coverages.

*Motion by Bradley, seconded by Little.
Passed Unanimously.*

c. Renewal – Property, Casualty & Work Comp Insurance

Mr. Bob Saville explained the renewal details for property and casualty insurance for 2016, stating his recommendation would be to stay with State National. He explained there to be a small increase, due to the net difference of increased vehicle and equipment counts. Mr. Saville discussed cyber liability, internet exposures, and breaches. He explained that the cyber liability has been changed to a broader form in this year's policy. It will now do more than simply indemnify the City. Mr. Saville stated that GMA does the Workers' Comp directly, and it renewed on January 1st. The policy went from \$81,000 to \$95,000 due to claim experience. He explained that when the City was self-insured the retention was a half million dollars, and now through GMA there is a \$250,000 retention in a deductible form. He also suggested addressing the next renewal in November, since the policy renews on the first of the year.

The committee recommends renewal of the property and casualty insurance to Council.

*Motion by Malcom, seconded by Little.
Passed Unanimously.*

d. Call Center Positions

Finance Director Logan Propes discussed the possibility of reallocating some positions for the call center in order to make things more efficient. He explained how it would be more effective on a day to day basis for customer service, rather than rotating employees around to fill the slots. He explained they have been trying to come up with a solution by using existing resources without costing additional money. There are two seasonal workers in the budget at \$12,000 each, which would basically account for one full-time position. There is also a replacement position for a part-time worker, who has since retired. By combining those positions plus the vacant position already in the budget, the call center would be fully staffed without any additional cost. He explained with all of the positions combined there would be \$87,000 available and the projected cost for the replacement positions is approximately \$78,000.

Council Member Norman Garrett questioned how many total jobs were trying to be replaced.

Mr. Propes explained there would be one vacancy filled, which has not been filled since the person left. It would be a dedicated call center position. He is requesting another position be created by combining two part-time seasonal positions, which are usually filled by high school students. This would utilize that money more effectively. The other position would be created from a previously filled part-time position, which would be for less money. He explained this would create two positions, because the third position has already been included in the budget.

Council Member Nathan Little questioned the hours of the call center.

Mr. Propes answered that the call center which will be staffed by City employees will be during regular business hours. There is a dedicated after-hours call center which the calls will roll to after regular business hours.

Council Member Bradley questioned the quantity of staff which will be in the call center once everyone is hired and trained.

Mr. Propes answered that there would be three dedicated call center employees and one rotating person from customer service.

The committee recommends to Council approval of creating two full time positions by combining three part-time positions and staying within the current budget.

*Motion by Bradley, seconded by Little.
Passed Unanimously.*

2. Airport**a. January 12, 2016 Airport Commission Minutes**

The minutes are for informational purposes only.

No Action.

Mr. Larry Fussell gave an update. He stated that there are habitual stop overs from out of state that are stopping in for fuel, so the Airport is doing the community development work for which it was designed. He explained they are still in the process for getting JET A Fuel at the Airport. The obstruction removal process is almost complete, and then they can apply for the approaches. Improvements were discussed at the January meeting, which included the possibility of building more hangars. There have been 5,000 gallons of fuel sold within the last 60 days.

3. Public Works**a. Purchase – Yard Spotter**

Moved to Section V. Items Requiring Action. Item 1.

4. Utilities**a. Discussion – Sanitary Survey Results**

Mr. Rodney Middlebrooks discussed the results from the Sanitary Sewer Survey which was done in September by the Georgia Department of Natural Resources. They do a very detailed week long comprehensive inspection every three years. The City received an overall score of 95.7%.

Council Member Bradley commended Mr. Middlebrooks on the survey which he stated to have been an extremely exhaustive operational audit of the department. He stated a score of 75 would be considered as satisfactory performance and anything over 90 would be considered as outstanding performance. Mr. Middlebrooks and his team got a 95.7 which is really great.

No Action.

b. Approval – Out of State Travel for SGA Conference

Mr. Rodney Middlebrooks requested permission for two employees to travel to Charlotte, North Carolina to attend the Southern Gas Association Spring Gas Conference & Expo. GUTA will have a booth display at the conference and Mr. Tommy Arnold will do a training session on Monday. He explained the only expense would be for their rooms and per diems for their meals, which would be under \$1,200.

The committee recommends to Council to allow out of state travel for two employees to attend the SGA Spring Gas Conference & Expo in Charlotte, North Carolina, March 14-16, 2016.

*Motion by Purvis, seconded by Bradley.
Passed Unanimously.*

5. Public Safety

No Items Scheduled.

6. Economic Development

Council Member Lee Malcom stated the GICH Retreat will be February 23rd and 24th in Dublin. There will be 15 people from Monroe attending. The pre-retreat was held last week and went really well. She stated they are looking forward to thinking strategically about housing and growth within the City moving forward.

IV. ITEMS OF DISCUSSION**1. Upcoming Public Hearings****a. De-Annexation – 1401 Alcovy Street****2. Application – Beer & Wine Package Sales – All Star****3. Request – Monroe Walton Properties Conditional Development Agreement****4. 2nd Reading – Zoning Ordinance Code Text Amendments****5. 1st Reading – Speed Zone Ordinance****6. Resolution – Multi-Jurisdictional Hazard Mitigation Plan****7. Discussion – Personnel Policy: Political Activity**

There was a general discussion on the above item. There was no action taken.

V. ITEMS REQUIRING ACTION**1. Purchase – Yard Spotter**

Council Member Larry Bradley explained that between meetings the Public Works Committee became aware of the need for obtaining a yard spotter. This piece of equipment is basically used to move the trailers and dumpsters at the transfer station. There are usually two in operation, but one of them is beyond repair. Mr. Bradley explained that a new yard spotter would be in excess of \$100,000 and there is an opportunity to purchase a used one for less than half that amount. The committee has discussed the matter through email and decided this opportunity should be taken advantage of to purchase this used equipment. That is the reason for requesting action on the item tonight. The amount at the reduced price would be \$48,500.

Mr. Danny Smith stated that it is a time sensitive purchase, because the vendor will sell on a first-come, first-serve basis.

To purchase the yard spotter from Semi-Trailer Services for the amount of \$48,500.


*Motion by Bradley, seconded by Adcock.
Passed Unanimously.*

VI. ADJOURN TO EXECUTIVE SESSION

*Motion by Purvis, seconded by Adcock.
Passed Unanimously.*

VII. ADJOURN

*Motion by Bradley, seconded by Malcom.
Passed Unanimously.*


MAYOR


CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:	Greg Thompson Wayne Adcock Lee Malcom Myoshia Crawford Nathan Purvis Larry Bradley Norman Garrett Nathan Little Jimmy Richardson Debbie Kirk Paul Rosenthal	Mayor Vice-Mayor Council Member Council Member Council Member Council Member Council Member Council Member Council Member Council Member City Clerk City Attorney
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I. Approval of Agenda**II. Personnel Issue (s)****1. Personnel**

Personnel matters were discussed, including attorney-client discussions.

III. Adjourn to Regular Session

*Motion by Bradley, seconded by Little.
Passed Unanimously.*


MAYOR


CITY CLERK