CITY OF HAPEVILLE

MEETING OF MAYOR AND COUNCIL

October 6, 2009

MINUTES

6:00 PM Work Session

Mayor Hallman called the meeting to order at 6:04p.m. at 700 Doug Davis Drive, Hapeville, Georgia 30354.

All members of Council were present. City Attorney Paul Koster was absent and Marissa Keys was acting City Attorney.

Mayor Hallman reviewed agenda items for the Council Session and asked for Department Reports.

Bill Werner, City Manager, stated that an Employee Newsletter had been distributed and that Holli Stephens had done an excellent job.

Tod Nichols, Interim Recreation Director, reported that Recreation had hosted the 2nd annual golf tournament to help raise scholarship funds for the local youth. The tournament raised $800.00.

Tom Morris, Fire Chief, reported that the monitoring issue in dispatch had been fixed and the phone number listed in the phone book would be corrected in 30 days. Chief Morris stated that he would contact ISO for a re-evaluation.

Lee Sudduth, Interim Community Service Director, reported that he had been in communications with FEMA regarding the recent flooding and that information regarding assistance could be found on FEMA's website. The City had one major problem during the flooding with a streambank collapse. Mr. Sudduth reported that he would have more information at the mid-month meeting.

Mayor Hallman inquired if the City had an active flood plan so that citizens could get flood insurance.

Mr. Sudduth also reported that the HVAC unit would need to be replaced at the Hoyt Smith Conference Center and that he would be presenting this item to HATT for approval at the October meeting.

Rick Glavosek, Chief of Police, reported that the Police Department had arrested a burglar suspect that was linked with several crimes here in the City. Chief Glavosek stated that the Police Department would surplus some old equipment and that the matter would be considered in the Council Session.

Mike Clark, Finance Director, stated that he had received estimated totals for the tax digest and that he hoped to receive the Digest early next week. Mr. Clark further stated that the figures that he had received were in line with what the City had budgeted. Mr. Clark also stated that the citizens would see an increase in their tax bills with the loss of the Homeowners Tax Relief Credit that was funded by the State and that a letter would be prepared to be enclosed with the tax bills.

Mr. Clark reported that the auditors had been in and were preparing for the audit.

Councilman Bailey inquired if the audit would be finished prior to December 31st. Mr. Clark stated that it would be.

Ashley Smith, IT & Communications Manager, stated that the help desk with BrightLan was up and running and that a pay structure was being considered for nonprofit organizations; local business would be able to place rolling ads on the Login Page for the WiFi network. Mr. Smith also reported that extra radios would be placed along Virginia Avenue.

Mr. Smith stated that he had an item for consideration at the Council Session for Tyler Technologies Court Management Software, Tyler Output Processor and INCODE Court Online and the purchase price of the Contract was $65,595.00. Mr. Smith further stated that the cost of the software would be covered by administrative fees paid by each ticket issued.

Bill Werner, City Manager stated that the Council would be considering the adoption of the AdminAmerica Plan for the Flexible Spending Account that was recently established employee benefit.

Mike Clark stated that Central Cashiering would be moving as of Monday. Bill Werner reported that Court Services would be moving in a couple of months.

Councilman Murray inquired as to the progress of Boarded-Up Houses Ordinance. Lee Sudduth stated that he had received several inquiries about vacant properties, however, forms had been filled out on every property that required a form other than the properties that owners could not be located.

MOTION: Alderman Ray made a motion Councilman Murray seconded a motion to adjourn the Work Session at 6:50p.m. Motion carried 4-0.

7:00 PM Council Session

I. Call to Order

Mayor Hallman called the meeting to order at 6:04p.m. at 700 Doug Davis Drive, Hapeville, Georgia 30354.

II. Roll call

Mayor Alan Hallman
Alderman at Large Ann Ray
Councilman at Large Richard Murray
Councilman Ward 1 Susan Bailey
Councilman Ward 2 Lew Valero

III. Welcome

Mayor Hallman welcomed those in attendances.

IV. Pledge of Allegiance, Councilman Richard Murray

V. Invocation

Invocation was given by Jimmy Lovern, Jr.

VI. Presentations and Recognitions

A) Recognition of Graduates of the Citizen Police Academy
Mayor Hallman thanked and congratulated those who had participated in the Citizen Police Academy.

Rick Glavosek, Chief of Police, Lt. Hughes and Lt. Bradberry recognized the graduates.

B) Recognition of Years of Service:
Mayor Hallman thanked the employees for their dedication and services to the City.

Administration/Finance:
Angela Floyd 10 Years

Community Service:
Len White 10 Years

Fire Department:
Matthew Brown 10 Years
Casey Hart 10 Years

Police Department:
Michael Smith 10 Years
Heather Green 5 Years

C) Employees of the Year
Police Department: Detective Vance Williams
Code Enforcement Officer Frank Matta

Fire Department: Sergeant Mike Donaldson

D) Proclamation Fire Prevention Week
Mayor Hallman read the Proclamation into the Minutes and reminded citizens to have their smoke detector batteries check.

VII. Approval of Minutes for September 1st, 15th, and 23rd, 2009
MOTION: Councilman Bailey made motion Alderman Ray seconded a motion to approve the Minutes of September 1st. Motion carried 3-0. Councilman Murray abstained in that he was absent from the meeting.

MOTION: Councilman Bailey made motion Alderman Ray seconded a motion to approve the Minutes of September 15th, and 23rd. Motion carried 4-0.

VIII. Public Hearings
A) Motion to set the 2009 Millage Rate at 16.61.
The Mayor and Council will hear public comments regarding setting the 2009 millage rate for all property owners. The current millage rate is 16.61. The proposed millage rate is 16.61.

Public Comments – None.
Staff Comments – City Manager, Bill Werner, stated that the current fiscal budget assumes the 16.61 millage rate.
Mayor and Council
MOTION: Alderman Ray made a motion Councilman Valero seconded a motion to set the 2009 millage rate at 16.61. Motion carried 4-0.

IX. Public Comments on Agenda Items

None.

X. Administrative

A) Consideration to enter into a Service Agreement with Tyler Technologies for Court Case Management, Tyler Content Management, Tyler Output Processor and INCODE Court Online in the amount of $65,595.00.
"Summary and Background"
The Tyler Technologies/INCODE court software will replace the current Courtware system that the Hapeville Municipal Court currently uses. The software will allow for a paperless court system that will also integrate with the Police Departments E-Citation and Records management software. Along, with the INCODE court software the package also includes the Tyler Content Management system, which is a Document Management System that can be used with the current INCODE financial system and for other City uses. The INCODE court software will also have online payment of court fines.

The $6.00 per citation charge will cover all costs of application software, implementation, data conversion, cash collection hardware, online citation payments, student center, annual maintenance, and travel costs associated with the installation.
MOTION: Councilman Valero made a motion Councilman Murray seconded a motion to enter into a Service Agreement with Tyler Technologies for Court Case Management, Tyler Content Management, Tyler Output Processor and INCODE Court Online in the amount of $65,595.00 and authorize the Mayor to sign all necessary documents pending legal review. Motion carried 4-0.

XI. Old Business

A) Motion to Adopt, Ordinance 2009-14, Amendment to Alcohol Beverage Ordinance, 1st Reading September 15th, 2009
"Summary and Background"
This Ordinance amends Chapter 5 of the Hapeville Code of Ordinances to reflect a number of recommended regulatory changes to streamline the alcohol beverage regulatory process and to clarify applicable standards.
MOTION: Councilman Bailey made a motion Alderman Ray seconded a motion to adopt Ordinance 2009-14. Motion carried 4-0.

Councilman Murray thanked the Alcohol Review Board for their time and work on the amendment.

XII. New Business

A) Motion to Adopt, Resolution 2009-14, Flexible Benefits Plans
"Summary and Background"
This Resolution formally adopts the AdminAmerica Flexible Benefits Plan offered to the full-time employees.

MOTION: Councilman Murray made a motion Councilman Bailey seconded a motion to adopt Resolution 2009-14. Motion carried 4-0.

B) Motion to Adopt, Resolution 2009-15, Police Department Surplus
"Summary and Background"
This Resolution will allow the Police Department to surplus equipment that is no longer of value to the Department.
MOTION: Councilman Bailey made a motion Alderman Ray seconded a motion to adopt Resolution 2009-15. Motion carried 4-0.

XIII. Public Comments

Mike Simpson
George Rogan
Cecil Taylor
Charlotte Rentz
Frank Cranford

XIV. Executive Session

None.

XV. Adjournment

MOTION: Councilman Murray made a motion Alderman Ray seconded a motion to adjourn the meeting at 7:59p.m. Motion carried 4-0.

Respectfully submitted,

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Alan Hallman, Mayor

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Jennifer Elkins, Deputy City Clerk