

CITY OF HAPEVILLE, GEORGIA
MEETING OF MAYOR AND COUNCIL

MINUTES

February 1, 2011

6:00 PM Work Session

I. Call to Order

Mayor Hallman called the meeting to order at 6:01p.m. at 700 Doug Drive, Hapeville, Georgia 30354.

II. Roll Call

Mayor Alan Hallman
Alderman at Large Ann Ray
Councilman at Large Richard Murray
Councilman Ward 1 Jimmy Lovern
Councilman Ward 2 Lew Valero - absent

III. Presentation

A) Black History Month Program Sponsorship - C.T. Taylor

Mr. Taylor gave a presentation regarding his Program and asked the Mayor and Council for City sponsorship in the amount of \$2,500.00

Alderman Ray inquired as to whether or not other cities were participating? Further, Alderman Ray asked City Attorney whether or not the City could contribute funds. Mr. Taylor stated that the City of College Park, East Point, and Riverdale had been asked to participate in the Program. Mr. Koster, City Attorney stated that he would have to research whether the City can use public funds?

IV. Informal discussion of Agenda Items

The Mayor and Council had discussion regarding booting operation and the ongoing problems with booting within the City and asked the City Attorney to do further research to be present at mid-month.

City Manager, Bill Werner stated that the Retreat would be held on February 19th to discuss GDOT Keck & Wood Railroad corridor, emergency preparedness, neighborhood patrol Fire Department, and Safety City Program.

Further, Mr. Werner stated that the second Retreat discussion would be audit, financial policy, and possible another retreat prior to adoption of budget

Mr. Werner stated that Public access to City Hall during meeting times were being limited to the Conference Room door at the rear of the building.

Alderman Ray asked City Attorney Paul Koster to provide a legislative update at the end of the General Assembly Session on state law changes that would effect the City.

Lee Sudduth, Interim Director of Community Service, stated that Master Park was progressing, Historic Christ church close to finishing the interior, and getting prices for carriage house.

Councilman Murray stated that the landscaping needed to be finalized right side courtyard area and front walkway access.

Allie O'Brein, Main Street and Marketing Manager, reported that the Main Street Board officer elections David Burt President, Charlotte Rentz, Vice President, Katie Gregory Secretary. Further, Ms. O'Brien stated that the February film had been cancelled, and that would be a Ribbon Cutting Ceremony for Sombreros.

Fire Chief Tom Morris stated that the State Inspector had approved the new ambulance.

Mike Clark, Finance Director, that the auditors were finishing audit for February 19th Retreat.

Chris Montesinos, Planning and Zoning Manger, stated that the Sign Ordinance Revision Committee was to meet next Tues at 6:00p.m., that the Draft Scoping document for the Health Impact Study was released by Georgia Tech, and that he was continuing research on updating the Comprehensive Plan looking for similar cities have some information for retreat

V. Adjournment

MOTION: Alderman Ray made a motion Councilman Lovern seconded a motion to adjourn the meeting at 6:49p.m. Motion carried 3-0.

7:00 PM Council Session

I. Call to Order

Mayor Hallman called the meeting to order at 7:00p.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 Jimmy Lovern

Councilman Ward 2 Lew Valero - absent

III. Welcome

IV. Pledge of Allegiance, Councilman Murray

V. Invocation - Mike Simpson

VI. Presentations and Recognitions

A) State of the City Address - Mayor Hallman

B) Years of Service:
Fire Department
Calvin McCoy 15 Years

IT Department
Ashley Smith 5 Years

VII. Approval of Minutes January 4 and 18, 2011

MOTION: Councilman Lovern made a motion Alderman Ray seconded a motion to approve the Minutes of January 4 and 18, 2011. Motion carried 3-0.

VIII. Public Comments on Agenda Items - None.

IX. Administrative

A) Consideration to enter into a Memorandum of Agreement between the Department of Homeland Security, U.S. Citizenship and Immigration Services, and the City of Hapeville for the purpose of verifying citizenship and immigration status information of non-citizen and naturalized or derived U.S. citizen applicants applying for Retirement Benefits, Health Benefits, Disability Benefits, Contracts, Alcoholic Beverage Licenses, Occupation Tax Certificates, Insurance Company Licenses, Pawn Brokers, Billiard Room Operations Licenses, Peddlers and Itinerant Traders Licenses, and Transient Business Licenses and to authorize the Mayor to sign all necessary documents pending legal review.

Summary and Background

The City is required by O.C.G.A. §50-36-1 to participate in the SAVE (Systematic Alien Verification for Entitlements) Program to verify U.S. citizenship of applicants applying for public benefit.

MOTION: Alderman Ray made a motion Councilman Murray seconded a

motion to enter into a Memorandum of Agreement between the Department of Homeland Security, U.S. Citizenship and Immigration Services, and the City of Hapeville for the purpose of verifying citizenship and immigration status information of non-citizen and naturalized or derived U.S. citizen applicants applying for Retirement Benefits, Health Benefits, Disability Benefits, Contracts, Alcoholic Beverage Licenses, Occupation Tax Certificates, Insurance Company Licenses, Pawn Brokers, Billiard Room Operations Licenses, Peddlers and Itinerant Traders Licenses, and Transient Business Licenses and to authorize the Mayor to sign all necessary documents pending legal review. Motion carried 3-0.

X. Old Business

- A) Motion to Adopt Ordinance 2011 -01, Occupational Tax Permits
1st Reading January 18th, 2011

Summary and Background

This Ordinance amends section 17-5-11(a) of the Hapeville Code of Ordinances to provide that no occupational tax certificate shall be issued to any person, firm, or corporation whose duty it is to obtain an occupational tax certificate until all outstanding taxes or assessments or any other debts owed to the city by such person, firm, corporation, or owner thereof, or any business owned by such person, firm, or corporation, are paid in full.

MOTION: Councilman Lovern made a motion Alderman Ray made a motion to adopt Ordinance 2011-01 Occupational Tax Permits. Motion carried 3-0.

- B) Motion to Adoption Ordinance 2011-02, Water Deposits
1st Reading January 18th, 2011

Summary and Background

This Ordinance amends section 69-2-9 of the Hapeville Code of Ordinances for water deposits as follows: residents of single family dwellings - \$100; multiple residential units where water is supplied by the owner – 3 months' minimum water and sewer bill; commercial and industrial accounts - \$300.

MOTION: Councilman Murray made a motion Councilman Lovern seconded a motion to adopt Ordinance 2011-02 Water Deposits. Motion carried 3-0.

- C) Motion to Adopt Ordinance 2011-03C, Budget Amendment Police
Department, 1st Reading January 18, 2011

Summary and Background

The City contracts with Stone & Associates for Human Resource related testing and screening. Stone & Associates did not bill the City for work performed between 2006 and 2009 because of an internal processing problem. As a result, the City has received a bill for the past services rendered for the amount of \$6,600.

Amend the FY 2010-2011 Budget as follows:

General Fund:

Police Department:

Professional Fees-Expenditures *\$6,600*

Unappropriated Fund Balance *(\$6,600)*

MOTION: Alderman Ray made a motion Councilman Lovern seconded a motion to adopt Ordinance 2011-03 C Budget Amendment. Motion carried 3-0.

XI. New Business

A) Consideration to enter into an Agreement with Cisco Webex for IT Help-desk Ticketing system and Remote Support Application on the amount of \$3,015.00 for 12 months.

Summary and Background

The proposed contract is for the purchase of the Parature Help-Desk Ticketing software and Cisco Webex Remote Connect service. The two software platforms are hosted Cisco solutions that will replace the current IT Help-Desk ticketing system, which is comprised of an email system, the use of a Cisco VPN client, and RealVNC. The new system will allow the IT Department to better track time spent supporting individual departments, organize support requests, provide remote support at anytime while outside of the network, and several other features. The setup cost for the Parature Help-Desk system is \$2,835, which includes a one time system configuration fee, a support webpage setup fee \$199, and the first month of service at \$136. The Cisco Webex Remote Connect setup cost is \$180. The recurring monthly cost of both systems is \$316.00, \$180 for Remote Connect and \$136 for the Help-desk Ticketing. The total annual cost is \$3,792, with a contract term of 12 months.

MOTION: Councilman Lovern made a motion Alderman Ray seconded a motion to enter into an Agreement with Cisco Webex for IT Help-desk Ticketing system and Remote Support Application on the amount of \$3,015.00 for 12 months. Motion carried 3-0.

XII. Public Comments

Susan Bailey

Louise Green Willis

Marsha Lamb

Linda Williams

Janice Nichols

Crystal Pilgrim

Councilman Murray asked the citizens to please support to Hapeville Arts Alliance that would be opening soon.

Councilman Lovern stated that the Baseball Program sign-ups would begin this month

and April 16 would be the Opening Day Parade.

Alderman Ray thanked Councilman Murray for the kind words about the Art Alliance and further stated that on March 11 and art display of would be opening at 7:00p.m.

XIII. Executive Session - None.

XIV. Adjournment

MOTION: Councilman Murray made a motion Alderman Ray seconded a motion to adjourn the meeting at 8:28p.m. Motion carried 3-0.

Respectfully submitted,

Alan Hallman, Mayor

Jennifer Elkins, Deputy City Clerk