

**CITY OF EUHARLEE
CITY COUNCIL MEETING MINUTES
MAY 01, 2018**

Mayor Steve Worthington called the meeting to order. A prayer was led by James Stephens followed by the Pledge of Allegiance.

City Clerk Carolyn Banks called the roll and the following were present: Mayor Steve Worthington, Council Members Craig Guyton, Tracy Queen, David Duncan, Joe Turner and City Manager James Stephens. City Attorney Boyd Pettit was not present.

Council Member David Duncan motioned to approve the minutes from City Council meeting on 04.03.18 and the City Council work session on 04.17.18. Council Member Tracy Queen seconded the motion. The motion was carried with Council Members Guyton, Queen, Duncan, Turner and Mayor Worthington all voting in favor.

UNFINISHED BUSINESS

Approval of the Cemetery Proposal – Charles Reese

Charles Reese, Planning and Zoning Director stated the proposal is for the Presbyterian cemetery that the city is responsible for to manage and maintain. The reason for the work to be done is to provide a more accurate inventory. There are some that have not been accounted for. City Manager, James Stephens mentioned in the previous meeting, we sometimes cross our fingers when there is a funeral and hope they are not going to bury in an existing plot. Right now, all the city has is a map for check off for the plots sold. We can have a better record for inventory, a more organized system and to be much more comfortable. Mr. Stephens stated, City Attorney Boyd Pettit confirmed the trust fund does meet the criteria for the expenditure which has a balance of a little over \$84,000.00.

Council Member Joe Turner stated, at the black pioneer cemetery the stakes are gone. Mr. Reese stated, they have two grants in the works sent off for approval and will discuss in another meeting. Council Member Turner said, the point he was trying to make is when the cemetery is checked and platted, you need to post something as a marker to designate the grave. Mr. Stephens said, it was included in the proposal under item E.

Mayor Steve Worthington said, the same man had done both of them and he is highly spoken of.

Council Member Craig Guyton motioned to approve the expenditure out of the Presbyterian trust fund. Council Member Tracy Queen seconded the motion. The motion was carried with Council Members Guyton, Queen, Duncan, Turner and Mayor Worthington all voting in favor.

Approval of Euharlee Five Forks Road Final Plat – Charles Reese

Charles Reese, Planning and Zoning Director said to council they had in front of them the final plat for the Five Forks development. It was formally Cottage Oaks, but has a new owner and name. It is identical to the preliminary plat that was approved several years ago. It has changed ownership a couple of times. The developer was there to answer any questions. He stated, the plan needs approval of the final plat, so the city may provide building permits for them to start the development. If you have noticed, improvements have already been made. A cul-de-sac exist, they have performed hydraulic test, retention pond for best management practices. Mr. Reese said, the city is the issuing authority and he and staff will monitor further development of the property.

Council Member David Duncan said, he talked with the developer and they are ready to go after approval. Mayor Steve Worthington asked the owner if he had anything he wanted to say. He said, his son lived on Five Forks for a while and recently sold. He knows the area quite well and knew the subdivision was sitting there for years. He desired to finish it out is the reason he bought it.

Council Member Tracy Queen said, the question he has is because of the lady, Sandra Evans that was there before; what is the farthest setback they have from the cul-de-sac toward the edge of the property. The developer stated a normal is about 25 feet, but they are about 45 feet and will stay within that building range. The setbacks are 10 feet on each side with 20 behind between the houses.

Council Member David Duncan motioned to approve the plat. Council Member Tracy Queen seconded the motion. The motion was carried with Council Members Guyton, Queen, Duncan, Turner and Mayor Worthington all voting in favor.

NEW BUSINESS

Approval of Anna's Pouring License Permit – Charles Reese

Charles Reese, Planning and Zoning Director stated that Anna Reyes has completed and submitted her pouring license application. He reiterated the restaurant is going to be in the Clock Towers, a bar and Mexican grill. The police department has confirmed her background check and it is okay as well. She has paid the \$1,500.00 for the pouring license permit. The plan is currently with the state fire marshal to ensure they are meeting the requirements before they start building. Once he receives the okay from the fire marshal, they will start the process of remodeling that space. We have Mike Cheeks, city inspector on board as they remodel.

Council Member Tracy Queen asked if they were going to tie into the new sewer. Mr. Reese said yes. Council Member David Duncan said, this was a question he was asked, did she buy the whole area. Mr. Reese said she did not.

Council Member Tracy Queen motioned to approve Anna's pouring license. Council Member David Duncan seconded the motion. The motion was carried with Council Members Guyton, Queen, Duncan, Turner and Mayor Worthington all voting in favor.

Approval of Insurance Renewals – James Stephens

City Manager James Stephens stated council had a renewal sheet in front of them. The coverage remains constant with what the city has been carrying. The carrier is APEX and they have had for the last two years. Guy Parmenter is the agent. The renewal rate is about 11% increase driven by increased payrolls relate to the 7th and 8th police officer. We submitted payrolls for evaluation and information for the buildings. The annual amount for the renewal is \$76,185.00 as of today. Council Member David Duncan said, we have to vote today. Mr. Stephens stated, we have a binder in place and made sure we have coverage bound. Council Member Turner stated, it is something they must have. Council Member Duncan said, it went up by \$5,500.00. Mr. Stephens said, it went up from a little over \$70,000.00 to \$76,000.00. They have \$70,000.00 budgeted, but he can make up the \$6,000.00 in other line items and other variance item. He believed it to be adequate coverage and requested the approval.

Council Member Joe Turner motioned to approve the insurance coverage. Council Member David Duncan seconded the motion. The motion was carried with Council Members Guyton, Queen, Duncan, Turner and Mayor Worthington all voting in favor.

Approval of 2017 Budget Amendments – James Stephens

James Stephens, City Manager presented the proposed final budget for 2017 in conjunction with the city to be in compliance with the Official Code of Georgia Annotated Section 36-81-3. The original 2017 budget utilized \$227,460.00 from appropriated fund balance accumulated in the fund balance. The actual

unaudited results, indicate the city had a deficit of \$109,501.00 which is a favorable result of \$87,000.00. The department heads and the city operation had more than \$8,000.00 in fund balance starting in 2018 than what they had budgeted. However, the way the state code is written, if there is a line item that exceeds the original budget amount, they are required to approve a budget amendment to comply with the 36-81-3 code. The budget amendments are all funded by favorable revenue variances. The items at the top are expenditures and the items at the bottom are revenues that exceeded budget. Again, we have \$80,000.00 more in fund balance than budgeted for 2017. This amendment needs to be approved to be in compliance with state code.

Council Member Tracy Queen motioned to approve the amended 2017 budget. Council Member David Duncan seconded the motion. Council Member Craig Guyton asked if this will have them prepared for audit and ready to roll at this point. Mr. Stephens said yes. Ms. Banks pretty much has everything prepared to send to Williamson and Company. We anticipate the presentation possibly at the July 2018 meeting. It may be the June work session depending on what Mr. Christian schedules. It will be submitted to the state by June 30, 2018 which is the required date.

The motion was carried with Council Members Guyton, Queen, Duncan, Turner and Mayor Worthington all voting in favor.

There were no public comments.

Council Member Craig Guyton motioned to adjourn. Council Member Tracy Queen seconded the motion. The motion was carried with Council Members Guyton, Queen, Duncan, Turner and Mayor Worthington all voting in favor.

With no further discussion the meeting adjourned at 7:17 pm.