

**CITY OF EUHARLEE
CITY COUNCIL WORK SESSION MINUTES
AUGUST 16, 2016**

Mayor Dennis Thayer called the meeting to order followed by the Pledge of Allegiance.

City Clerk, Carolyn Banks called the roll and the following were present: Mayor Dennis Thayer, Council Members Craig Guyton, Ronald Nesbitt, David Duncan, Joe Turner and City Manager James Stephens. City Attorney Boyd Pettit was not present.

Comprehensive Plan Process - Julianne Meadows, Northwest Georgia Regional Commission

Julienne Meadows, Director of Regional Planning for the Northwest Georgia Regional Commission presented information and a timeline to Mayor and Council for the Bartow County and Cities joint comprehensive plan for a 10 year full update. The information she discussed is listed below. The completion due date for the joint plan for Bartow County and cities is February 28, 2016.

The required elements, to update the Bartow County 2007 community plan include: community goals, needs and opportunities, transportation element (CBC MPO), land use element (all cities, county have zoning), community work program and accomplishments from last five year work program. The process and timeline is listed below.

The First Joint Required Public Hearing talks about the process and what is to be done

August 3, 2016 (Sole Commissioner's Meeting).

- B) Each Element of the Plan is developed with public participation. Bartow County and the participating cities can create a Steering/Stakeholder Committee that meets as often as needed; each meeting is open to the public. The planning staff works with the Steering/Stakeholder Committee and the public to prepare the plan elements
(Draft ready by September 29, 2017).
- C) Once the Draft is Complete, a Second Required Public Hearing is held.
(Early October, 2017).
- D) Local Governments Prepare a Transmittal Letter to Send the DRAFT to the Regional Commission *(Early October 2017).*
 - 1) Must certify that the Metro North Georgia Regional Water Plan was considered;
 - 2) Must certify that Rules for Environmental Planning Criteria (water supply watershed protection; wetland protection; groundwater recharge area protection; river corridor protection; and mountain protection).*Note: Cartersville will adopt a Transmittal Resolution.*
- E) RC notifies Interested Parties *(Mid October 2017, as soon as transmittal letters received).*
 - 1) Surrounding governments;
 - 2) Local Authorities, special districts or others involved with govt. coordination;
 - 3) Regional Commissions which are contiguous to or likely to be affected by the plan.
 - 4) Affected state agencies – GDOT, DNR, GEFA & DCA.
- F) RC Reviews all Paperwork for Compliance with Planning Rules, submits to DCA for review
(Mid October 2017)
- G) DCA Reviews all Paperwork for Compliance with Planning Rules *(Submit to DCA mid-October 2017).*
- H) RC prepares a Findings and Recommendation Report and sends to local government
(Once final draft approved by DCA in November-December, 2017).
- I) Adoption Resolution is Executed by the Local Governments; the Plan is Publicized-
January & February, 2018.

Council Member Joe Turner wanted to know when the next joint meeting would take place. Ms. Meadows said it would be around the middle of September. She said, she would be glad to work with the City of Euharlee. The City can elect the steering committee members or she can send the information out, which ever works better. Council Member Turner said the time table to would be the next official council meeting next month. Council Member Craig Guyton asked, how often the committee will meet.

Ms. Meadows said, probably 4 to 5 times over the course of the year from September through March. They will review information to put the draft together. Mayor Dennis Thayer said thank you to Ms. Meadows for the presentation.

OLD BUSINESS

Golf Cart Ordinance - James Stephens

City Manager, James Stephens stated that Charles Reese, Planning and Zoning Director reached out to Bartow County to see if they had a traffic engineer to assist us with the compliance of Code 40-6-38. They were not familiar with the code so it was forwarded to them. They said they did not have the expertise to assist. Mr. Reese reached out to Mr. Stanley, with GDOT and he will have a staff member contact us to help with the most cost effective way to comply with the code. At this time, we have not moved forward with the current petition for the request. If GDOT is not able to provide an engineer, a private quote is \$3,000.00. Hopefully, GDOT can help for almost nothing. Mayor Dennis Thayer asked if the official request had been made. Mr. Stephens said yes. Council Member Craig Guyton wanted to know if the homeowner had been contacted to see where we stand. Mr. Stephens said yes. He knows the Planning committee actually recommended approval and it is down to the engineer aspect of it and the petition would be the next step. We have not reached out to the adjoining property owners to see the level of support.

NEW BUSINESS

Police Department Head Count - David Duncan

Council Member David Duncan stated that he met with Euharlee Police Chief Mitchell Whitehead and City Manager James Stephens on yesterday to go over information to submit for the meeting tonight. He said, his big question, on January 5th at the council meeting on the budget discussion, he asked the question how many officers and understood it would be 8 patrol officers, the chief and deputy chief. He also asked, if the 2 new officers would come after we reached the 8 patrol officers and was given the answer yes. There has been some confusion and he just wants to figure it out. He said, would it be 10 counting the police chief and the deputy chief, approved for the police department.

Mayor Dennis Thayer said yes. It went from 6 patrol officers to 8 patrol officers and the chief and deputy chief on top of that.

Council Member Duncan provided council with schedule worksheets for July and August and his main concern, they cannot do this with 8 patrol officers. Deputy Yee works patrol and he works 4, 6 and 4 hour shifts in August. He is there with another day shift car but, when he leaves it is only 1 car there and that is a great concern. There are 2 officers in that car, but one is a rookie being trained. If they get in some trouble they will need help quick. That is why he wanted to know if the 2 new positions were in addition to the 8 patrolman. Times are getting bad and we need to do something for our officers.

Mayor Thayer asked Council Member Duncan if he was advocating to have more than 2 officers on duty at a time. He said no. Mayor Thayer said, you don't need more than 2 at a time. There are 2 patrol units out each day, if they get in trouble you need a backup. Mayor Thayer asked if we have 2 officer on duty at all times and Chief Whitehead said yes. Council Member Joe Turner said, but you have 2 officers in 1 car. Mayor Thayer stated it is only while they are training. If they can't get someone to fill in, part time, they can't hire someone full time for 2 or 3 months because you will end up with extra personnel.

Council Member Duncan said you have people taking vacation and people calling in sick. Mayor Thayer asked Chief Whitehead is that was figured in to the current formula. Chief Whitehead said it is. It seems like every time we get to that 10th officer someone quits. So we keep chasing our tails, at a sense with that. When we do hire our 10th officer it will allow a little of leeway, more flexible and of course, when the recruit officer is on her own.

Mayor Thayer asked are they utilizing part time officers when there are open times to fill in. Chief Whitehead yes sir, when they are available. He stated we can't just go hire more people that are not budgeted. We would have to budget. We went back with the number of officers in 2006. We went

down 2 officers in 2010 because of the budget. City Manager James Stephens said in 2014 and 2015 there were 6 officers and 7 this year.

Council Member Joe Turner stated they did cut the size by 2 but, don't remember if it was because of the budget, trouble keeping officers or at that time period needed the officers, but there was a reduction. Mayor Thayer said, he understood it was due to the budget and now we are back up since the cuts. Council Member Duncan said again when he asked the question, with 2 new additional officers when we got back to fulltime.

Mayor Thayer said, all he can say is, it was a miscommunication. We have it right here, when we discussed the budget with 10 officers full staff to include the chief and deputy chief.

Council Member Duncan said he did not understand it that way. He understood 8 plus 2 more for patrol. Maybe we can have the extra 2 next year and have 1 on each rotation. Some nights 2 will ride in the same car but, if someone called in sick, you are not working your officers to death and cancelling their days off.

Council Member Craig Guyton asked if there were problems with officers getting a lot of overtime. Chief Whitehead said overtime, not so much. We do give officers swap time the best we can, but because of the 10th person we are trying to get hired, it puts a strain and we have to be somewhat flexible including the chief and deputy chief.

Council Member Craig Guyton said, currently the police department represent 39% of Euharlee's overall budget and of 40% of that is salaries. That is pushing the budget pretty significant. He agrees after the 10th officer is hired, that should alleviate a good bit of the problematic challenges for scheduling.

Mayor Thayer said, a change was put in place adding 2 more officers and we have not accomplished that yet to see how that works out. Council Member Duncan said again, he wanted to clarify if that was 2 additional officers. Council Member Ronald Nesbitt asked Chief Whitehead his suggestions. Chief Whitehead said, as long as we get the 10, which is an issue so far, that will alleviate a lot of the coverage to flip flop people around. The Chief and the Deputy Chief will be able to cover more time if we need to rotate.

Council Member David Duncan asked Chief Whitehead if he thinks he would do better with 2 more officers.

Council Member Guyton said, he was not making light of the suggestion. If we look at it budget wisely, your police department covers 40% of your overall budget and that is pretty significant. He said he doesn't know how that compares to other cities but sounds pretty significant.

City Manager James Stephens said, he could give them a word picture. If we had officers 11 and 12 with the current salaries, that would be more than a full mill of tax. Not that we implement a mill at this time but, 11 and 12 would equate to almost 2 mills of tax. Mayor Thayer said that would mean 2 more of everything.

Mayor Thayer asked if the police department had received the cameras. Chief Whitehead said they were to be received today but due to the flooding in Louisiana it may be tomorrow.

Public Comments

No public comments

Executive Session - Personnel

Council Member Craig Guyton motioned to go into Executive Session for Personnel at 7:23 pm. Council Member David Duncan seconded the motion. The motioned was carried with Council Members, Guyton, Nesbitt, Duncan, Turner and Mayor Thayer all voting in favor.

Council returned from Executive Session at 7:52 pm with no actions taken, no votes and no further action required for Personnel.

With no further discussion the meeting was adjourned at 7:57pm.

