

City of Statham
COUNCIL MEETING
MINUTES
October 21, 2014

7:00 P.M.

1. CALL TO ORDER

The regular business meeting of the City of Statham City Council was called to order by Mayor Robert Bridges at 7 pm. Members present were Mayor Robert Bridges and Council Members Betty Lyle, David Huth, and Gayle Steed, and Hattie Thrasher. Perry Barton was absent. Also in attendance was Building & Code Enforcement Officer Randy Gordon, City Attorney Thomas Mitchell, and City Administrator Steve Martin, and City Clerk Racheal Partain. The media was represented by Bonnie Harper with the Barrow County News.

2. APPROVAL OF MINUTES FOR CITY COUNCIL MEETING ON SEPTEMBER 16, 2014

Gayle Steed made a motion to amend the minutes to reflect that the motion was to waive the first reading of the Health Insurance Contract and to approve the amended minutes. David Huth seconded the motion. Unanimous. 4-0

3. OLD BUSINESS

A. HEALTH INSURANCE PREMIUM INCREASE

o **2015 PREMIUM INCREASE**

Mayor & Council were presented with 2015 Health Insurance Premium Rates by Racheal Partain. Because of the short timeline in regards to Open Enrollment ending 10/31/2014, a decision had to be made. There was a discussion among Mayor, all Council Members, City Administrator, & City Clerk along with questions regarding the different plans and number of employee participants.

o **INFORMATION RE: WHAT THE CITY PAYS TOWARDS PREMIUMS IN 2014 FOR EACH EMPLOYEE VS. FAMILY COVERAGE FOR HEALTH, DENTAL, LIFE, AD&D, AND SHORT TERM DISABILITY. COMPARE TO 2015 IF CITY KEEPS EVERYTHING THE SAME. OR CITY COUNCIL MAY VOTE TO CHANGE THE CITY'S CONTRIBUTION.**

Gayle Steed made a motion to offer 3 plans for employees to choose from and continue to pay employee portion of premium and to only pay employee portion of premium for family coverage. Betty Lyle seconded the motion. Unanimous 4-0

o **OPEN ENROLLMENT ENDS ON OCTOBER 31ST. ANY CHANGES TO THE CITY'S CONTRIBUTION TOWARDS PREMIUMS MAY AFFECT AN EMPLOYEE'S ELECTION FOR COVERAGE.**

4. NEW BUSINESS

A. RESOLUTION OF THE CITY OF STATHAM TO APPOINT CITY CLERK

Resolution was previously approved by Mayor Robert Bridges according to the city charter and was listed on the agenda in error.

B. 1ST READING – CITY ADMINISTRATOR ORDINANCE

City Administrator Steve Martin stated that since there was not a previous position of City Administrator, there was not a City Administrator Ordinance. So the ordinance was drafted and had been previously presented to Mayor & Council. Gayle made a motion to waive the 1st reading of the ordinance. Hattie seconded the motion. 4-0

C. PERSONNEL POLICY – PRESENTATION TO COUNCIL FOR APPROVAL

City Administrator Steve Martin stated that the Personnel Policy had been revised and previously presented to Mayor & Council. Betty Lyle made a motion to approve the Personnel Policy. David Huth seconded the motion. Unanimous. 4-0

D. PAY GRADES – PRESENTATION TO COUNCIL FOR APPROVAL

City Administrator Steve Martin stated that Employee Pay Grades had been drafted and previously presented to Mayor & council. Betty Lyle made a motion to approve the Pay Grades. David Huth seconded the motion. Unanimous 4-0

E. JOB DESCRIPTIONS – PRESENTATION TO COUNCIL FOR APPROVAL FOR CITY ADMINISTRATOR

City Administrator Steve Martin stated that since there was not a previous position of City Administrator, there was not a current job description. So it was drafted and had been previously presented to Mayor & Council. David Huth made a motion to approve Job Descriptions. Hattie Thrasher seconded the motion. Unanimous. 4-0

F. LITERACY BALL-JANUARY 2015

Gayle Steed discussed the Literacy Ball, and that the city in past years had always participated in making a sponsorship donation in the amount of \$500. David Huth made a motion to give a \$500 sponsorship. Hattie Thrasher seconded the motion. Unanimous. 4-0

G. APPROVAL OF SUSAN GABRIEL AS ELECTION SUPERINTENDENT

City Administrator Steve Martin stated that Harriet Kilpatrick was no longer employed with the city, and that we need to appoint someone as Election Superintendent to comply with election regulations. Since Susan Gabriel (previous City Clerk) was still certified, he requested that she be named Election Superintendent for the November 4th Special Election. Gayle Steed made a motion to appoint Susan Gabriel as Election Superintendent. Hattie Thrasher seconded the motion. Unanimous. 4-0

H. REMOVE HARRIET KILPATRICK AS A SIGNER ON CITY ACCOUNTS AND ADD STEVE MARTIN AND RACHEAL PARTAIN AS SIGNERS ON CITY ACCOUNTS WITH COMMUNITY & SOUTHERN BANK

City Administrator Steve Martin stated that, since Harriet Kilpatrick was no longer employed with the City of Statham, she should be removed as signer from all accounts with Community & Southern Bank. He requested that he and the newly appointed City Clerk Racheal Partain be added as signers to all city accounts with Community & Southern Bank. Gayle Steed made a motion to remove Harriet Kilpatrick and add Steve Martin & Racheal Partain as signers on City accounts at Community & Southern Bank. David Huth seconded the motion. Unanimous. 4-0

I. MILLAGE RATE

City Clerk Racheal Partain presented 2014 millage rate information to the Mayor and council. She explained that, because property values had increased since last year, the total net tax revenue would increase by 12.08%. This does not constitute a tax increase. However, the millage rate would not increase, and the 2014 proposed rate of 5.777 would actually be less than last year's rate. Gayle Steed made a motion to approve the millage rate. Betty Lyle seconded the motion. Unanimous. 4-0

5. OTHER BUSINESS

There was no other business.

6. COMMITTEE REPORTS

David Huth announced the dedication of both Robert L. Bridges Park on 10/29/2014, and Hillman-Rainwater Park on 11/5/2014 both at noon. Everyone is invited and receptions will follow.

Betty Lyle announced that the Sunflower Festival will meet the 2nd Monday in November to finalize all finances, but that she is quite confident that there will be about \$5000 profit that will be used for the annual food & toy drive this year.

7. EXECUTIVE SESSION

There was no Executive Session.

8. ADJOURN

Hattie Thrasher made a motion to adjourn. David Huth seconded the motion, 4-0. Meeting adjourned at 7:36 pm.