

CITY OF STATHAM

AGENDA

Statham City Hall
327 Jefferson Street, Statham, GA 30666



WORK SESSION – April 7, 2022

6:30 P.M.

CALL TO ORDER – Mayor Piper called the meeting to order at 6:34 p.m.

Roll Call

Present: Mayor Piper and Councilmembers Krause, Patterson, Penn, Thrasher and Venable.

Also present: City Accountant, April Stephens; Police Chief Ira Underwood

PLEDGE OF ALLEGIANCE – Mayor Piper led the Pledge of Allegiance and thanked all veterans and their families.

REPORTS

1. Finance Department – City Accountant April Stephens provided monthly report.
2. Police Department – Chief Ira Underwood provided monthly report.
3. Public Works Department – Mayor Piper went over Public Works Director Jordan McDaniel's monthly report.

PUBLIC HEARING

1. FY22 Budget Amendment and Budget Amendment Resolution R-22-01

City Accountant April Stephens went over the significant changes to the proposed budget amendment which included reduction in revenue sources in inspections, permits, municipal court fines, sale of assets, and water and sewer taps; increase in revenue sources which included transfers, contributions, TAVT, LOST, SPLOST and sewer capacity. She also informed council that department within the general fund had been combined into a single fund budget; removed unused, inactive or inaccurately used account numbers; created additional funds for more efficient and responsible record keeping which included funds 220, 230, 340 and 400, and created new departments to include 112, 321, 410, 441 and 442. Other changes to the amended budget were reductions in employee salaries and benefits due to changes in staffing, reduction in professional services in Department 150, 720, 740 and 742; increase in training, overtime, uniforms and water purchase.

April Stephens created a summarized budget report amendment which was made available to both the mayor and council as well as the public.

Councilmember Venable added the purchase of a new K-9 to the amended budget, and Councilmember Thrasher added a spring clean-up day to the amended budget.

Citizens in attendance inquired about amendments.

DISCUSSION ITEMS

1. **Alcohol License Application:** *Tabled from the March 15, 2022 Regular City Council Meeting.* Statham Food Mart, LLC, owner and applicant, Shani Joseph, has applied for a City of Statham alcoholic beverage license for retail sales of distilled spirits located at 1988 Railroad Street, Statham, GA 30666, Map and Parcel Number ST05 047, also known as Short Stop Express. The applicant currently owns and operates Short Stop Express and holds an alcoholic beverage license for retail sales of beer and wine.

Mayor Piper stated his initial concern regarding the license. Councilmember Penn inquired on doing away with gambling machines, and Chief Underwood discussed the issues with current locations that have gambling machines. Councilmember Patterson did not like the idea of a convenience store selling liquor with so many children living nearby.

2. **GMA Direct Installment Program LS 090721:** To approve the Mayor to sign an appropriation certificate, resolution and lease supplement for the purchase of a police department Ford Interceptor. The term of the loan is 36 months at 3.12% interest. The purchase price of the Interceptor is \$37,339 and purchased at the state contract price. This was a budgeted item.

April Stephens discussed the way a GMA direct installment loan works. Councilman Venable stated that these vehicles (agenda items 2 and 3) were previously budgeted at cost, and would like to leave them as-is in the budget and purchase the vehicles outright to save on interest. He asked council for consideration of purchasing agenda items 2 and 3 in lieu of financing them. Mayor Piper discussed the status of the vehicles and when we can expect to receive them. Councilmember Patterson inquired about the length of time vehicles last and the mileage. Chief Underwood responded on behalf of the police department, and Mayor Piper responded on behalf of the public works department.

3. **GMA Direct Installment Program LS 033122:** To approve the Mayor to sign an appropriation certificate, resolution and lease supplement for the purchase of a public works department Ford F-150. The term of the loan is 36 months at 3.12% interest. The purchase price of the F-150 is \$39,495 and purchased at the state contract price. This was a budgeted item.
4. **Agreement for Professional Inspection Services:** To approve the Mayor to sign an agreement with SAFEbuilt Georgia, LLC for inspection and review services to include plan review, code enforcement, permit technician services and soil and erosion. This agreement includes the use of plan review, permit application, code enforcement inquiries and a pay online software system for no additional cost to the City. This agreement is for 12 months and

will automatically renew unless otherwise terminated by either party. All fees associated are on a per-hour basis as indicated in the agreement. To provide for notice of termination of the City's current arrangement for inspection, this agreement shall go into effect June 1, 2022 unless otherwise suggested and agreed upon between City Staff and current provider.

Mayor Piper stated he believed that our current provider for inspections and permits have overextended themselves and that permits had not been reviewed timely and the City has received complaints.

SAFEbuilt was in attendance, Mr. Eddie Moore, Regional Director, and Mr. Ringo McCollum, Sales Director in which they provided a history of the company, provided references and spoke about other added benefits. SAFEbuilt also has a disaster response team available in the event the City needs the assistance.

Councilman Patterson inquired on annual fees and cancellation fee and was informed there were no annual or cancellation fees. Councilman Venable inquired about software and confirmed it was cloud-based.

- 5. Agreement for Managed Technology Services:** To approve the Mayor to sign an agreement for information technology services with Bradley Electronics. This agreement includes all-inclusive managed IT services for workstations and servers, includes Office 365 email, server backup and off-site cloud backup. This agreement is for 12 months for a cost of \$1,250 per month and will automatically renew unless otherwise terminated by either party. To provide for notice of termination of the City's current arrangement for managed IT services, this agreement shall go into effect June 1, 2022 unless otherwise suggested and agreed upon between City Staff and the current provider.

Mayor Piper discussed his dealings with Bradley Electronics, cost of equipment difference from our current IT provider, and would like to give a different company an opportunity. Councilmember Krause inquired on where and what is being stored, and where the server is backed up.

- 6. Agreement for Defined Contribution Audit Services:** To approve the Mayor to sign a letter of intent with Bates Carter for a defined contribution audit for a cost not to exceed \$15,000.

Councilmembers Krause and Venable inquired on an estimated dollar amount that initiated an audit to be performed and what were, if any, repercussions. City Accountant April Stephens stated how she concluded an audit needed to be performed for the City's defined contribution plan, and at this time, does not have a dollar amount to provide as an estimate because once she discovered discrepancies, she contacted the auditor.

- 7. Certified City of Ethics Resolution R-22-02:** To approve a resolution re-certifying the City of Statham as a Certified City of Ethics.

8. **Agreement for Accounting Restructure:** To approve the Mayor to sign an agreement for services, and the City Accountant to work with Harris Software and SmartFusion for a restructuring of the City's accounting system and account numbers. The cost for this restructuring is not to exceed \$2,500.
9. **Traffic Calming Program:** To discuss implementing a Traffic Calming Program to include policies, procedures and establishing an ordinance.

Mayor Piper stated the reason for bringing this program to the table was due to request of a councilmember. Councilman Penn explained his idea on the program and how it is tailored for neighborhoods and speed tables are not as intrusive as speed bumps. He also asked to set up a steering committee for research.

10. **GIRMA Renewal:** To approve the Mayor to sign the City's 2022-2023 property and liability insurance policy with GIRMA for a total amount of \$77,709.
11. **Proclamation National Safe Digging Month:** To approve a proclamation to declare the month of April as Safe Digging Month.

12. **Well Development, Additional Site(s) Exploration:** To approve the Statham Water Department to continue the well development project adhering to the goals of Mayor and Council of water independence. Due to Well No. 3 not being the most viable at this time and capping site No. 3 at Hillman-Rainwater, City staff requests \$60,000 with a 15% contingency for well exploration of a potential three sites to include surveying and drilling per detailed in the attached letter dated April 5, 2022 from the water department's operator Jordan McDaniel. This approval also includes the Mayor's signature on agreement(s) with Ground-Water Services, Inc., the firm assisting the City with well exploration and development, in order to keep the project moving while personnel, contractors and equipment are on-site.

Mayor Piper explained about the additional sites for exploration and went over the reasons for capping off well site #3.

CITIZEN INPUT

Citizen Cheryl Venable provided input on sidewalks and alleys and would like council to consider updating the Statham Charter.

Councilman Patterson inquired on what insurance states on sidewalks, and Mayor Piper stated that the City is not responsible per the Statham Charter.

Citizen Dwight McCormic provided input on sidewalks and the idea of connecting sidewalks to downtown.

Citizen Rudy Krause provided input on well development.


MINUTE APPROVAL

1. March 15, 2022 Regular Meeting

Councilmember Thrasher made a motion to approve the March 15, 2022 Regular Meeting Minutes. Councilmember Krause seconded, and the motion passed unanimously.

ADJOURN

At 10:05 p.m., Councilmember Thrasher made a motion to adjourn the meeting. Councilman Venable seconded, and the motion passed unanimously.



Mayor Joe Piper

4-20-22
Date



City Accountant, April Stephens

4-20-22
Date



