

The City of Williamson

P.O. Box 9

Williamson, Georgia 30292

Steve Fry, Mayor
Stephen Levin, City Council Post 1
Angela Martin, City Council Post 2

Tom Brown, City Council Post 3
Carol Berry, City Council Post 4
Steve Davis, City Council Post 5

MINUTES

REGULAR MONTHLY MEETING

6 October, 2022 7:00 PM

- I. **CALL TO ORDER, INVOCATION, PLEDGE, WELCOME.....** Mayor Steve Fry 7:07pm
Angela Martin, Steve Davis, Tom Brown, Carol Berry in attendance. Stephen Levin arrived at 7:37
- II. **APPROVAL OF THE AGENDA** (O.C.G A. § 50-14-1 (e) (1)) CB/TB 4-0 with amendment of adding Public Hearing before Unfinished Business and addition of Executive Session for personnel & potential litigation
- III. **APPROVAL OF THE MINUTES** (O.C.G.A. § 50-14-1(e) (2))
 - A. Minutes from Meeting held 1 September 2022 TB/SD 4-0
 - B. Minutes from Meeting held 27 September 2022 AM/TB 4-0
- IV. **FINANCIAL REPORT** CB/AM 4-0
- V. **REPORTS FROM DEPARTMENTS, COMMITTEES AND BOARDS**
 - A. City Clerk Report: Pamela Schoentag reported closure of redundant QuickBooks Account & Working with Fox Tales to get gate code for AmWaste set up
 - B. Council Member: Tom Brown asked about detail shop closure to which Carol Berry reported Mr. Horton has retired; discussion about issues related to selling of parcels; requested information related to city business to be sent out to mayor & council; asked attorney to check legality of limiting public comment/public hearings to just citizens of the city (Motion to approve research by lawyer Tom Brown/Angela Martin 4-0); inquired about work on Williamson/Zebulon Rd to which mayor reported repairs to ditches; gave update on internet installation delay to Q1.
Steve Davis voiced appreciation for street signs installed; asked about getting culvert at Dollar General repaired to which mayor reported work is ongoing; commented on large number of dump trucks on Williamson/Zebulon Rd
Angela Martin reported mold inspections are scheduled at library for Oct 19th & 26th; cleaning service update given by Wendy Moulder in which blinds and spider webs were discussed
Carol Berry None
Stephen Levin None
 - C. City Attorney Report: Rob Morton is working with clerk for GBI/GCIC audit, Motion to approve Memo of Understanding Carol Berry/Steve Davis 5-0; noted that gWorks contract was one-sided on behalf of the vendor
 - D. Mayor's Report: 950 Hwy 362 was originally going to be billed \$1500 in March for damaged meter, but charges were never applied; mayor addressed issues with billing property owner for replacement if damage was not done by said owner. Discussion of cost with water superintendent led to Motion to charge \$570 + \$25 admin fee Carol Berry/Stephen Levin 5-0; speed warning sign parts are ready for pickup; Whistlestop ownership change may impact alcohol license.
 - E. County Matters: Rob Morton reported that the joint comprehensive plan was sent to DCA for review, and updates will now be done every 5 years. Service Delivery Strategy is in progress.

- F. Library Report: Pamela Schoentag reported on behalf of Milla Riglin 282 total patrons for September, record 42 attendees at toddler time on 10/5, \$86.50 in revenue; reported damaged deck chair and reviewed camera footage for offender
- G. Public Hearing Purser Circle: Road is paved, but there isn't enough room for two-way traffic, city considering converting to one-way; resident Jim Burge agrees a one-way would be safer and suggested traffic be routed counterclockwise. Tom Brown suggested the city contact AmWaste and the schools about their preference; mayor will do further investigation and info ready for November meeting.

VI. UNFINISHED BUSINESS

- A. Sherlock Holmes Mystery Dinner Theater Update: 8 tickets sold for Oct 14th; 22 tickets sold for Oct 15th Mayor advised food has been ordered.
- B. Procedures Manuals Review: Clerk reports process is ongoing; adding information as it comes up
- C. Bid Policy Discussion: Combined with Purchasing Policy. Rob Morton passed out draft with Tom Brown's proposed changes for review, amounts were updated in Section 4 to \$750 for standing authority and discussion to change item G/sole source to \$750 for consistency; Rob Morton will finalize and have ready for 2nd reading for November meeting.
- D. Personnel Policy Discussion: Motion to approve 2nd reading Carol Berry/Angela Martin 5-0
- E. Purchasing Policy Discussion: See Bid Policy
- F. Meeting Protocol Discussion: Mayor will work with clerk to review.
- G. City Website Review and Discussion Maintenance: Clerk working with VC3 to get information uploaded and/or updated.
- H. LEAF A/C System Maintenance Quotes: Angela Martin is working on getting quotes.
- I. Continuing Review of All Recurring Vendors, Contracts, and Operating Agreements: Mayor gave update and Tom Brown addressed issues. Discussion turned to zoning issues.

VII. NEW BUSINESS

- A. Update on City Well Pump Status: Mayor discussed the need to get the pump installed and functional. Quote received from DJ Pump Service for \$825 for re-installation. Other options for tank were considered and mayor will investigate upgrading the tower to tie-in to city's system. Questions about expense vs income from hydrant. Discussion about water shutoffs and outstanding invoices.
- B. Fall Festival and Trunk or Treat Update: Mayor gave update that the Church of Joy reported 30 signed up thus far, Steve Davis recommended a safety walk through; library has books & donated toys ready; banners are done
- C. Wisteria Festival Planning: Carol Berry reported the process just started, application to be updated to reflect food trucks, applications to be sent out beginning of November; books set aside from library. Event scheduled for March 31st and April 1st

VIII. EXECUTIVE SESSION: (O.C.G.A. § 50-14-3, Personnel & § 50-14-2 potential litigation) Motion to exit open session and enter executive session Steve Davis/Stephen Levin 5-0 8:54pm. Re-enter open session at 9:17pm.

IX. PUBLIC COMMENT: None Requested.

X. ADJOURNMENT: 9:21pm Stephen Levin/Angela Martin