

## COMMISSION MEETING

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Mayor Woods announced that if anyone in attendance wishes to speak regarding a motion he asked for them to stand or raise their hand and he will acknowledge them for their comment.

Mayor Woods called the meeting to order. Present were Commissioner Wilbur Waters, Commissioner Carolyn B. Spooner, Commissioner Tommy Chastain, Commissioner Danny Nugent, City Clerk Ricky Thompson, Police Chief Jeff Johnson, City Attorney Dan Sikes, City Manager Tom Ernharth, and Fire Chief Tom Rowe.

Commissioner Waters gave the invocation and led the pledge of allegiance to the flag.

Mayor Woods entertained a motion to adopt the minutes for Commission Meeting May 5, 2015.

Commissioner Chastain made the motion second by Commissioner Waters; Motion passed 5-0.

Brad Million, Reddish & White CPS; presented the 2014 Audit Report. He went through the highlights of the budget. There was one new finding for the year along with two carried over from 2013 report.

### Actual Expenditures in Excess of Budgeted Expenditures

Controls were established that amendments to the budget were accomplished within 60 days of the fiscal year. Due to the trained personal exiting the city at year end the amendments were not enough to cover the total expenditures for fiscal year 2013 – 2014. The personnel and training issues have been resolved for fiscal year 2014 – 2015 and forward.

### Deposits for Utility Services

For large commercial customers establishing a letter of credit

### Late Fees charged to Utility Customers

It's a five dollar flat fee. The recommendation was to increase the flat fee or change to a percentage.

Mayor Woods entertained a motion to accept the 2014 Audit Report. Commissioner Nugent made the motion second by Commissioner Spooner; passed 5-0.

The following boot drives were requested from 10 am to 2 pm at the intersection of US Highway 301 and State Route 100.

Bradford Pop Warner requested a boot drive for June 6. Commissioner Waters made the motion to approve the boot drive, second by Commissioner Nugent; passed 5-0.

Bradford Parent Athletic Association May 30, 2015  
Commissioner Chastain made the motion to approve the boot drive, second by Commissioner Waters; passed 5-0.  
Commissioner Chastain requested the groups be notified if they have used their two for the year.

Ms. Ester Kelly, Summer Camp; requested assistance from the City for help with the light bill for the eight weeks/two months with an estimated cost of \$2,000.00. Mayor Woods stated it will be looked into it and if the money can be found we will be placed on the agenda.

Chief Johnson requested to purchase five new desk top computers. He has spoken to the finance department and can use the \$3,476.23 from the Police Recovery Fund and we will also close this account and use \$263.71 from the Investigative Fund

Commissioner Spooner made the motion to approve the use of the \$3,476.23 from the Police Recovery Fund, second by Commissioner Waters; passed 5-0.

Commissioner Nugent made the motion to approve the expenditure of \$263.71 from the Investigative Fund, second by Commissioner Spooner; passed 5-0.

Commissioner Spooner made the motion to approve the purchase of the computers, second by Commissioner Waters; passed 5-0.

Commissioner Chastain suggested Chief Johnson provide Mr. Ernharth with the name of the person regarding the deed of the building.

Chief Johnson added Clerk Thompson received a letter from the State. The letters implied the building would be donated but the State cannot donate it would have to be sold. He felt that it could be sold for a \$1.00.

Commissioner Spooner requested for Chief Johnson to check the traffic light at Market Street and U.S. Highway 301.

Chief Johnson spoke with the tech from Summerville; he ran the computer on the light and it is set to what the State wants them set at.

If we want those changes we would need to appeal to the State DOT Traffic Engineer.

Commissioner Chastain requested to contact the gentlemen and discuss the issue.

City Manager Ernharth asked to discuss the BCR Software upgrades; the budgetary information they provided last year asking to fund some upgrades to the software for the system. We did budget those numbers of about \$65,000 we have been in contact with BCR in February, which we were told at that time the upgrades would be done April to June timeframe. We contacted BCR again and they are still reluctant to give us a firm date. They don't want to give us a date and not make that date.

We are still having software issues with the system and we are assuming the upgrade will take care of. With the issues we are not getting the class double A that is needed. He wanted to bring this to the Commission's attention that we have not received cooperation from BCR.

Mr. Ernharth is to schedule a quarterly meeting with BCR.

Commissioner Chastain suggested sending a letter to BCR relating we are headed into the last part of the window for the April/ June timeframe.

Mr. Ernharth presented the Signal Maintenance Agreement with DOT for approval.

Commissioner Spooner made the motion to approve the agreement, second by Commissioner Chastain;

Commissioner Waters asked if the price of \$34,000 is an increase?

Clerk Thompson responded it does include an adjustment upwards and is the standard agreement. The motion passed 5-0.

Mr. Ernharth presented an Emergency Purchase for a transmission jack for the garage. The cost was \$2,400 and it was needed quickly to get the vehicles repaired.

Commissioner Nugent made the motion to approve the purchase, second by Commissioner Spooner; passed 5-0.

Clerk Thompson reported the Bond Trustees met along with Commissioner Chastain and recommended the bills be paid.

Commissioner Chastain made the motion to pay the bills, second by Commissioner Spooner; passed 5-0.

Clerk Thompson requested to table 10. B. Utility Deposits and Fee item to hold a workshop.

Workshop was scheduled for June 2 at 6:30 PM

Commissioner Waters address the board why the Badcock Building was not a discussion at this meeting?

Mayor Woods responded we have received a letter yesterday so there was no time for it to be placed on the agenda.

Mr. Ernharth added Building Official Whidden has provided a letter of the condition of the building and recommending with the water and structure damage the two story front part of the building be demolished. The back of the building used for storage can be retained.

Commissioner Waters asked if the cleaning of the signs has begun? Mr. Ernharth responded yes.

Mayor Woods asked Mr. Ernharth about the mowing on U.S. 301; isn't DOT coming in to do some cleaning.

Mr. Ernharth responded their contractor will be coming, and he will find out when they are coming.

Commissioner Chastain suggested the City take care of it since it is a holiday weekend and it is looking rough.

Commissioner Spooner reported she is still requesting the sidewalk project for District 2, Old Lawtey Road to be added to the DOT project list, the Engineer to look at the safety issue at corner of Cooper Road and Old Lawtey Road, the rails and drainage ditch on the Cunningham property.

She mentioned on Cooper Road to Harutha Street and Market Road there is a current safety issue that the children have to walk part way in the street. To have a sidewalk extension from Harutha Street to Market Road would eliminate that problem.

Continued to request the unpaved project on Keller Street, Estelle Street and the cost of the previous project in a distance has been in your office. There is an ADA issue with handicap not having access to the ballfield at Keller Street. There are approximately 100 to 300 children that use the park area.

The sidewalk repairs for Pine Street, Old Lawtey Road and Calvary Street; there are potential liability issues for the city.

The channel that runs between RJE and Devine Destiny and over to Oak; when it runs into the main channel across Highway 16 and continuing of the cleaning of the ditches.

She had been contacted by a citizen regarding mobile basketball goals with the attached goals being in the street and obstructing traffic. Chief Johnson responded they will have to be moved.

She asked the status of the scanning of the documents.

Clerk Thompson responded a quote has not been received yet.

Commissioner Chastain addressed the request Ms. Kelly had. He remembered the city being written up before on using tax payer's money for that type of contribution. Would you check with the auditors.

Commissioner Spooner suggested if we could do some type of in kind service instead.

Commissioner Chastain requested a 6:00 PM workshop on June 2 to discuss the DOT Overpass of CSX and get some input from the citizens of where it should be located.

Commissioner Chastain referenced that the city currently there is no contract with the cable provider and it was discussed at one time to go out for bid. Can we have that on the agenda for moving forward.

Is there an update on the water tower lighting? Mr. Ernharth responded he met with Graybar and recommended a couple of lights to be put on the ground or poles and reflect up under the water tower. The lights would be able to change the colors for holidays and special events; non-solar is about \$8,000 and each color plate would be \$225. He is checking to see if there are any solar lighting options.

Commissioner Chastain asked the status of the recycling? Mr. Ernharth is setting it up to be in the schools for the beginning of the next school year.

Commissioner Chastain referenced the moving night at the Downtown Square and ask the opinions of the commissioners to have a screen on the stage that could be lowered down.

Clerk Thompson reported budget workshops will begin in June.

Mr. Ernharth will start to include his bi-monthly report in the agenda.

Commissioner Spooner asked when a strategic planning Session will be scheduled.

Mr. Ernharth responded we will need to get together on a date.

Mayor Woods referenced the emergency purchase approval for the pump station at the Edwards Road ball field; when will that be completed?

Mr. Ernharth responded the estimate came in at \$3,300 and there is a 10 days window to begin.

Chief Johnson asked if there was any information regarding the Memorial Day festivities.

Attorney Sikes responded the ceremony will be at the Charlie Shaffer Memorial Park on Saturday, May 30<sup>th</sup> at 10:30 A.M.

Chief Johnson reported he was approached regarding the sidewalk on the Eastside of Orange Street.

Mayor Woods asked if anything additional needed to come before the board. Hearing none, she called for a motion to adjourn.

Commissioner Waters made the motion to adjourn the meeting, second by Commissioner Chastain; passed 5-0.

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Travis V. Woods, Mayor  
Commissioner Tommy Chastain  
Commissioner Daniel Nugent  
Commissioner Carolyn B. Spooner  
Commissioner Wilbur L. Waters

Attest: \_\_\_\_\_  
Ricky Thompson, City Clerk