

**SAVANNAH CITY COUNCIL
TUESDAY, FEBRUARY 18, 2014
PROCEEDINGS
REGULAR SESSION
CLASBEY CENTER – COUNCIL CHAMBERS
7:00 P.M.**

Mayor Connie George presiding.

Pledge of Allegiance was recited.

Council Members present: Don Dillman, Greg Wilson, John Parker, and Joy Thompson. Mayor Connie George, City Administrator Bruce Lundy, City Attorney Emily Bauman, Chief of Police David Vincent and City Clerk/Treasurer Beth Kar were also present. The meeting notice was posted at City Hall February 14, 2014. The meeting was audio recorded.

Approval of Agenda – Greg Wilson motioned to amend the agenda by adding \$1,000 increase in salary for Deputy City Clerk Brooke Bell who received her certification. Don Dillman seconded. Motion carried on 4 yes votes. John Parker motioned to amend the agenda and put Michael Puckett’s presentation before the audit presentation. Joy Thompson seconded. Motion carried on 4 yes votes. John Parker motioned to accept the agenda as amended. Don Dillman seconded. Motion carried on 4 yes votes.

Minutes – February 3, 2014 -- Greg Wilson motioned to approve minutes. John Parker seconded. Motion carried on 4 yes votes.

Public Testimony: No testimony.

Michael Puckett – 4 Plex – Michael Puckett was present with the site plan for the project at 8th and Pearl Streets. John Parker motioned to accept the proposed plan as constructed with three single story apartments, with garages and off-street parking, on the contingency that Puckett does all that he has promised in the plan and continues to work with the Building Inspector. Joy Thompson seconded. Motion carried on 4 yes votes.

FY13 Audit Presentation – Harold Ray, Gary Fraser -- Clifton Larson Allen

Gary Fraser, Partner at Clifton Larson Allen and Harold Ray, Senior with Clifton Larson Allen were present. Each took turns providing an overview on the City’s Fiscal Year 2013 audit. In terms of the financial audit, he contrasted what they do and what the State does. The State focuses on procedures and compliance issues, whereas, they focus on the financial statements and the procedures only as they have an effect on the financial statements.

Ray presented the statements. There isn’t a listing on governmental activities capital assets so a disclaimer for opinion was offered. There was a prior period adjustment in the golf course. He requested an inventory listing, approximately \$28,000 which would have been material to that fund. So he went back to October 1 and recorded a balance for inventory. There is a long term debt of \$507,000 due to general obligations for pool renovations which is offset by payment from other debts and refinancing of bonds.

Fraser described the findings regarding control systems and compliance. The findings fall into three groups: Material weaknesses, significant deficiencies and things suggested for more efficiencies and control systems. There are some items that have probably been here in previous years. Staff doesn't have the time to do everything. He talked about finding the items that could be addressed, then putting the procedures in place.

Capital Assets – Compiling a list of the City's Capital Assets and values is a project that can be contracted out. There are established standards which are used to come up with the values for Capital Assets such as the value for City streets, waterlines and other infrastructure. Clifton is one of the companies that does this. The standard requiring Capital Asset values started around ten years ago. Don Dillman asked if it would affect bond side of City. In general, it does not. It is for the governmental side with streets and infrastructure. Fraser estimated expect to pay around \$10,000 for a company to compile Capital Assets. Clifton will provide a formal quote.

Fraser said the auditors are available to the City all year and would rather address questions as they develop rather than wait until next year. Don Dillman motioned to approve the FY2013 audit. Joy Thompson seconded. Motion carried on 4 yes votes.

Police Chief's Report – Chief of Police David Vincent was hoping to have an end of the year report, but there was a sewer issue at police department. The line froze and needed to be fixed. At the last meeting the topic of storage of records was mentioned. The Village of Country Club police have another company as an option for cloud storage which captures the specific data required for state reports. It saves time as the police officer do not have to fill out the same information twice. It also provides access to history. Governor Nixon was in town at the high school. Everything went well. John Parker motioned to approve the Chief's report. Joy Thompson seconded. Motion carried on 4 yes votes.

6 Month Review – Officer Philip Dalsing – Chief of Police David Vincent reported that Dalsing is doing a fine job and has a good relationship with the public. When Dalsing started, he made a point to stop at all of the businesses on the Square and introduce himself. He makes his presence known. He has assisted in training and the other officers enjoy working with him. If he needs to be unpleasant Dalsing can and he gets the job done. He's nice when he needs to be, and if not, he takes care of business. Vincent asked that Council take Dalsing off of probation status and grant him permanent status. The evaluation will go into his file. Greg Wilson motioned to grant Officer Dalsing permanent status. Don Dillman seconded. Motion carried on 4 yes votes.

Bids: City Hall Server -- City Administrator Bruce Lundy described the bids. City Clerk Beth Kar described the different vendors and the complexity of the software installation on the server. She recommended Tyler's bid as Tyler provides the software that will be put on the server. The installation will require downtime and it is Tyler's product so this should minimize the downtime. Greg Wilson motioned to approve the bid from Tyler Technologies for the server. Don Dillman seconded. Motion carried on 4 yes votes.

Treasurer's report – City Clerk/Treasurer Beth Kar presented the January financial statements. In the report there were two additional transfers for February. **Depreciation Reserves** -- During the recent audit, the Auditor mentioned that the City needed more money in the Depreciation reserves. Currently there is \$5,750 in Depreciation Reserves. By the auditor's calculations the balance should be \$35,500 by the end of February. Don Dillman motioned to approve transferring the money to meet the requirements for Depreciation Reserves. John Parker seconded. Motion carried on 4 yes votes. **Stormwater COP** -- The Stormwater COP debt

payment was in January. Each month the City transfers \$14,500 as part of the budget from the 1 Cent Sales tax revenues to the 034 Street & Drainage fund. Don Dillman motioned to approve \$61,659.77 from 010 General Fund, Sales Tax, to 034 Street & Drainage for the payment and to maintain a positive balance. Joy Thompson seconded. Motion carried on 4 yes votes. Like last year, the transfers to the Street & Drainage fund will resume in the May. Greg Wilson motioned to approve the Treasurer's report. John Parker seconded. Motion carried on 4 yes votes.

City Administrator's report

City Administrator Bruce Lundy reported:

MML Legislative Conference – He attended the MML Legislative conference in Jefferson City on Tuesday and Wednesday. They discussed several different items of proposed Legislation that affect municipalities. Here are a few interesting ones proposed that would affect us directly:

HB 1387 proposed that if you purchase a vehicle over 10 years old there will be no state or local sales tax collected. MML of course opposes.

HB 1116 proposed to prohibit Breed specific dogs like Savannah has that says pit bulls are not allowed in town. MML opposes.

HJR 68 is a constitutional amendment proposed to impose a one percent state sales tax for transportation.

Generator Bids -- Water Plant has a generator out for bid. Water Superintendent Dale Watson has created specifications and sent out bid requests for a 150 KW diesel generator on a trailer. Bids are due by March 12th, 2014. This is in the budget.

Financing Golf Course Mower – General Manager Mark Christopher solicited phone bids to finance the mowers. Some of the local banks did not submit a bid and the one that did was high. Two of the mower companies included financing options but the company that was awarded the bid did not. U.S. Bank which the City used for the storm sirens sent two different options based on financing the entire \$60,000 or financing the \$45,000 after a \$15,000 down payment. The finance sheets were in the Council packets. Christopher and Lundy thought the best option would be to put down \$15,000 and then make the first payment in the fall. John Parker's asked for clarification on the down payment and first annual payment. His concern was to make sure Golf budgets it until the debt is paid off. Council agreed to finance \$45,000 after a \$15,000 down payment. It would be financed over five years. The ordinance will be presented the next meeting.

Purchase Policy City Clerk Beth Kar, City Attorney Emily Bauman and Lundy have been comparing the City's purchase policy with other cities to make updates as suggested by the state auditor. We hope to have the proposed changes for the next Council meeting. One of the suggestions is to raise the limit for when items have to be put out for formal bid so the notice runs in the newspaper. Items from \$2500 up to \$7500 could be approved by Council without a formal bid. Items \$7500 on up would need to be formally bid.

Zoning Issues -- Unfortunately Ken Fisher resigned from the Zoning Commission. He apparently has some issues with Ralph that he was unable to work through. We need a motion to accept that resignation and appoint Zach Snapp to that position. Mike has been in contact with Michael Puckett and he has said that he will have everything you requested at this meeting. Fisher was knowledgeable. John Parker motioned to approve the resignation of Ken Fisher and

to approve Mayor's appointment of Zach Snapp. Greg Wilson seconded. Motion carried on 3 yes votes; 1 no: Thompson.

Clasbey Multi-Purpose room – City employees Mike Malhiwsky and Trevor Moss have painted the multipurpose room and are in the process of working on the lighting. The mural is aging and molding. Malhiwsky spoke to the museum and they would be glad to have it if we take it down and bring it to them. However, it is on sheet rock and would not likely come down in usable pieces. The outer wall protecting the mural is large sheets of glass in aluminum frames. This wall is attached to the walls on each end and the floor but not the ceiling. What could be done with these large sheets of glass and the aluminum frames? It appears we can take down the glass wall and repair the sheet rock the mural is on and paint right over it. Any ideas? There are four big pieces of glass. More research is required. The City could bid out the glass pieces.

Certification Brooke Bell -- Greg Wilson motioned to approve Brooke Bell's \$1,000 increase for receiving her MOCCFOA certification. John Parker seconded. Motion carried on 4 yes votes.

Greg Wilson motioned to approve City Administrator's report. Don Dillman seconded. Motion carried on 4 yes votes.

Discussion: Amend Zoning Regulations on Building Damaged by Fire or Disaster – City Administrator Bruce Lundy explained that the way the current regulations are worded, one would not be able to build back after a disaster. At the last Zoning meeting, one of the items discussed was article 9 nonconformities. Many of the older homes in Savannah are on properties that do not meet current zoning requirements so that makes them nonconforming structures. Under this regulation, if a home is damaged over 50% of its value due to fire or other disaster, it cannot be rebuilt even to its current footprint because it cannot be made to conform to the regulations (lot size). With this in mind, we need to amend this regulation to include that in the case of damage or destruction of any percentage of the nonconforming structure. Joy Thompson motioned to create an ordinance to make the change on zoning regarding buildings damaged by fire or disaster. John Parker seconded and added he would like to make this an emergency ordinance for the next meeting with first and second readings at the same meeting. Motion carried on 4 yes votes.

BILLS FOR CONSIDERATION:

Bill 2014-5 Add Alternate to Planning & Zoning Commission was read for the second reading.

ORDINANCE NO. 2633

This ordinance pertains to adding an Alternate position to the Planning & Zoning Commission. Joy Thompson motioned to adopt ordinance no. 2633. Greg Wilson seconded. Vote: Dillman: aye; Wilson: aye; Parker: aye; Thompson: aye. Motion carried.

Second Public Testimony -- Ralph Stanton asked about what is stated in the Code book about board members needing to be sworn in. John Parker talked about a section that says if appointed or elected to a position, that person has to take an oath or be thrown out. It's an oath to follow the ordinances of the City. Ralph Stanton will email City Attorney Emily Baum the section so she can review it. John Parker thought it might give individuals a better feel for their position. Greg Wilson suggested the members could be sworn in after being appointed. John Parker stated the way he read the ordinance, it could be elected or appointed.

ELECTED OFFICIALS DISCUSSION

Mayor's Report – Mayor Connie George attended the Park Board meeting. It was a good informative meeting. Don Dillman, John Parker and George attended the monthly Chamber of Commerce meeting.

Council Members Discussion

Greg Wilson asked if there were any updates on Deffenbaugh with the new recycle totes. Deffenbaugh's John Blessing is getting together a schedule. The separate days for trash and recycling will coincide after the totes have been delivered. Blessing mentioned coming to speak to Council after he has more information.

Joy Thompson mentioned that when Puckett went to City Hall, he talked to female staff to get his permit. If the Building Inspector isn't there, she thinks permits should go to the City Administrator or Mayor. Thompson would like the Zoning board to look at the trailer park situation and re-do the ordinance regarding trailer regulations. Some of the existing trailers look horrible. She does not have a problem with moving in new trailers. John Parker felt the Zoning board is trying to look at the zoning book regulations and trying to update to what is feasible today. Bruce Lundy thought City Hall staff dealt with people who aren't always pleasant. Joy Thompson didn't have a problem with them handing out documents on permits or other items.

Joy Thompson complimented Police Chief David Vincent that whenever she calls the City officers, they are helpful. She also complimented the City staff for doing an extra good job cleaning up the streets during the last snowstorm.

Adjournment

No further business to discuss. Council adjourned at 8:55 p.m. on a motion by Greg Wilson and seconded by Joy Thompson. Motion carried on 4 yes votes.

Connie George, Mayor

ATTEST: _____

Beth Kar, City Clerk