

**City of Temple
Special Called Meeting
Temple City Council
February 13, 2018, 6:00PM
Temple City Hall**

Council Members Present: Terron Bivins, Richard Bracknell, Howard Walden, Tom Wallace, Todd Rothwell

Call to Order:

Mayor Michael Johnson called the meeting to order at 6:00PM

Approve the published agenda of this date's City Council Meeting, as presented:

There was a motion to approve the agenda by Councilmember Bracknell, second by Councilmember Rothwell. Vote 5-0.

Part I - Water and Sewer Topics

1. Brief review of recent reports to the Mayor and City Council from the City Administrator concerning major financial and operational problems and issues in the City of Temple's water system and sewer system.

City Administrator Bill Osborne reported that while looking at water and sewer rates we also have to deal with equipment and operational issues. Georgia Rural Assistance works to help economic development in communities at no cost; Phillip Read from this agency will be making a presentation at this meeting. Also, two of the City's staff members will give a presentation later in the meeting and will respond to questions; they have provided a second workbook with information. He also noted that we have been lenient in recent months with late payments and disconnects and we have reminded all customers that going forward we are expecting them to abide by the deadlines or there will be charges and disconnects. He also recognized Keith Dockins and his efforts in the report that he presented to the council last week regarding water and sewer rates. He stated that comments and input from citizens are valuable to us.

2. Report by Philip Read of the Georgia Rural Community Assistance Program on the Rate Study he has prepared on the City of Temple's water and sewer operations.

Phillip Read of the Georgia Rural Community Assistance Program presented a rate study that he prepared for the City. He gave his suggestions for possible water and sewer increases for the City. He also mentioned cutting the base rates for seniors in half. He gave a demonstration of an online dashboard at www.gefa.org where anyone can compare rates with other cities.

3. Discussion with Georgia RCAP's Philip Read concerning the Water and Sewer Rate Study and his recommendations for bringing fiscal stability to the City of Temple's water and sewer operations.

There was a lengthy discussion with Mr. Read and members of the council. There were concerns about "mom and pop" businesses being charged too high of a rate. There was a discussion of having more tiers in the rates to better accommodate the different types of businesses. There was talk of a lower tier for the elderly and those that do not have much water consumption. City Administrator Bill Osborne stated that we are not looking to make any decisions tonight, but hopefully within the next six weeks.

Every month that goes by without a rate increase we are \$9,000 more in the hole. Mr. Read will be following up on several items for the City.

4. Discussion with the City Administrator, Fiscal Services Consultant, and Public Works Director concerning possible changes to strengthen water and sewer operations.

Samantha Tolbert (Water Department) and Jason Thompson (Public Works) presented the Council with a binder of information which gives an overview of the Billing of the water, sewer and garbage for the City. They pointed out that the billing is only as accurate as the meter reads and we have to make sure that our software and hardware are accurate. Samantha stated that in her four months with the City, the billing has gotten better and the exceptions on the meter reads have greatly improved. However, there is a lot of work to do with the hardware and software; it is going to take capital improvement to get there. They reported issues where meters and serial numbers are not matching up, that many of the meters are outdated and not recording accurately, and that the handhelds the City uses are obsolete and require hours of technical support each time readings are done. Current technology uses laptops for readings and would let us know when there are leaks, blockages, or problems with the meter. It was also mentioned that our rate structure and definitions of the types of customers need to be defined in our ordinance.

5. Consider approving a schedule with calendar dates for holding one or more public hearings to receive citizen input, for reviewing the public hearing comments and recommendations, for reviewing the overall content and recommendations of the various reports, for deciding on when decisions will be made concerning specific recommendations to increase water and sewer revenues, and for deciding on the starting date of these increases to take effect.

City Administrator Bill Osborne stated that there will be committee meetings in two weeks and that this item and item number six can be discussed at that time.

6. Discussion with the City Administrator, Public Works Director, and Fiscal Services Consultant as to the specific implementation date for each change to be made by the City of Temple in its revenue-producing and operational functions for water service and sewer service purposes.

City Administrator Bill Osborne stated that this item can be discussed at the Committee meeting which is scheduled for February 26th.

At 8:15PM Mayor Johnson suggested that everyone take a three minute break before continuing on to Part II of the meeting. The meeting reconvened at 8:22PM.

Part II - Other Topics

1. Reports on the City of Temple's Comprehensive Plan adopted in October 2014 and on key guidelines for the development of an updated Comprehensive Plan during 2018.

City Administrator Bill Osborne reported that the Council approved for Three Rivers to assist the City in updating the Comprehensive plan, this has to be completed this year. First a steering Committee needs to be established; he was not asking the council to make those appointments tonight.

2. Appointment of the Comprehensive Plan Steering Committee and scheduling of the first public hearing to initiate the public participation process to assist in preparation of this updated plan for the City of Temple.

City Administrator Bill Osborne stated that the appointments will be made at the meeting on February 26th, and that we will set a date for the public hearing then as well.

3. Establish a scale to be used in determining the percent increase which a City of Temple employee could receive in his/her salary following an annual performance evaluation, with the maximum percent increase in an employee's salary being set annually by the City Council for that specific fiscal year.

After a brief discussion, there was a motion by Councilmember Bracknell to use the 1.5% increase for cost of living and up to 3% to be used as merit using a scale to determine the increase, second by Councilmember Walden. Vote 5-0.

Scale is as follows:

- 1.0 percent minimum increase, or terminated or put on probation if 2 or more areas were "did not meet expectations"
- 1.5 percent increase if have one area where "did not meet expectations"
- 2.0 percent increase if "met expectations" in all areas
- 2.5 percent increase if "exceeded expectations" or "far exceeds expectations" in 1 to 3 areas
- 3.0 percent increase if "exceeded expectations" or "far exceeds expectations" in 4 or more areas.

4. Set the maximum percent increase which a City of Temple employee could receive in calendar 2018 in his/her annual salary based on that employee's merit evaluation and set the percent increase in said employee's annual salary which he/she would receive on his/her anniversary date as a cost of living increase.

Item number four was dealt with in item number three. Councilmember Bivins mentioned that in the memo they receive it stated that Mr. Osborne has not received a raise since he has been the City Administrator. Councilmember Bivins made a motion to evaluate Mr. Osborne within the next two months, second by Councilmember Rothwell. Vote 5-0. Councilmember Walden recommended that each Councilmember complete an evaluation sheet and give it to the personnel committee.

Update on Railroad Summit:

Mayor Johnson gave an update on the railroad summit which was organized by State Representative, J. Collins. He got a call yesterday from the Norfolk Southern Representative and they are instituting a change. If they need to park a train in town, they have been instructed to break the train. The flat crossing will remain free for traffic. We have been instructed to monitor this. Mayor Johnson stated that he is happy with their fast work on this and that Norfolk Southern is sympathetic of this situation.

Adjournment

There was a motion to adjourn by Councilmember Bracknell, second by Councilmember Walden. Vote 5-0. The meeting adjourned at 8:48PM.

Michael C. Johnson

City Clerk

