

**MINUTES**  
**CITY COUNCIL MEETING**  
**April 6, 2020**  
**6:30PM, via Teleconference**

**Call to Order:** The meeting was called to order by Mayor Michael Johnson at 6:30PM.

**Roll Call:** was taken by the City Clerk; Council Members Present- Terron Bivins, Richard Bracknell, Hiley Miller, Howard Walden, Tom Wallace.

**Invocation and Pledge of Allegiance:** was led by Mayor Michael Johnson

**Report concerning the declaration of this meeting as an Emergency Session:**

City Attorney Mike McRae explained that with the Federal, State and County guidelines in place, and with a state of emergency declared, that the City of Temple has met all of the requirements to have this meeting telephonically.

**Action by the Mayor and City Council to declare this meeting to be an Emergency Session:**

There was a motion by Council Member Bracknell to have this meeting in conjunction with the guidelines, and to declare this an emergency session, second by Council Member Bivins. Vote 5-0.

**Approval of Minutes: March 2, 2020**

There was a motion to approve the minutes by Council Member Walden, second by Council Member Bivins. Vote 5-0.

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

There was a motion by Council Member Bracknell to approve the agenda as presented, second by Council Member Wallace. Vote 5-0.

**Welcome and explanatory comments concerning the conduct of meeting:**

Mayor Michael Johnson explained that because the meeting was being conducted by phone, he asked that everyone mute their phones until it was their turn to speak. He stated at the end of the meeting there would be a chance for public comments for any one that was on the call that wanted to speak. All votes would be taken by a roll call so that the clerk can properly record each vote.

**Report on scope of meeting and participation by City Council and the public:**

This was explained in the previous item.

## **SPECIAL REPORTS**

### 1. Several brief reports by City of Temple officials concerning actions taken by the Mayor and City Council to support and enforce the Order issued by the Carroll County Board of Health in response to the ongoing COVID – 19 pandemic and concerning recent and ongoing responses by the City of Temple government and its citizens

City Administrator Bill Osborne stated that the lobby at City Hall is closed; water payments are being accepted through the drive thru, via phone, online, and can be placed in the drop box. He also reported that the sewer treatment operations have been running normally and there has been few code enforcement issues. Senior Center Director Sandra Stillwell reported the Senior Center was closed for three days; Jones BB cooked for them on those days. They are currently doing meals for the home bound. They are in the office to answer phone calls, but the center is closed down for gatherings. Recreation Director Lisa Jacobson reported that she and Jeremy are still working and keeping the grounds up. Everything is closed to the public except the walking trails. All spring sports are cancelled. Public Works Director, George Skala, reported that Villa Rosa's lift station motor burned up and they will need to purchase a new one which will cost between \$6,000-\$8,000.

### 2. Motion to enter into the Records of the City Council a copy of the Order from the Carroll County Board of Health and a copy of the two statements approved by the Mayor and City Council members

There was a motion by Council Member Bracknell to enter these statements into our minutes and records, second by Councilmember Bivins. Vote 5-0.

### 3. Report concerning local compliance with Governor Kemp's Executive Order issued April 2

City Administrator Bill Osborne explained that the Governor issued a "shelter in place" order and any local orders are declared null and void. Mr. Osborne made contact with City Attorney Carey Pilgrim, and they agreed that our Police Department will continue to function as they normally do. The Governor's office stated that if a business needed to be shut down, state law enforcement or the Sheriff's Office would have to do that.

### 4. Report on City of Temple plans during the next few weeks in work with the Board of Health, Tanner Health Systems, and the other local governments in Carroll County which seek to mitigate the effects of COVID – 19 and to begin recovery and restoration activities in this part of Georgia

Mayor Johnson extended wishes to our citizens that we maintain our wellness. He hopes that everyone Cthere is a community conference call by Tanner Hospital and the City is monitoring it each week. He encouraged citizens to subscribe to the Tanner newsletter and to also take advantage of the local media outlets which are sharing information and updates on the pandemic.

## **OLD BUSINESS**

### 1. Status reports pertaining to several matters considered by the City Council .in recent weeks, but which do not require any City Council action at this time

City Administrator Bill Osborne explained that a memo is included in the council packet which outlines several items; he will not go through them all. He did mention that the school zone speed detection project has been delayed and it will be installed this summer to start in the new school year. The City is almost done with the future land use map, but right now the completion of that is in limbo. The City is looking at closing in the drive thru area at City Hall for municipal court and the council chambers. The problems on Little Vine Road have been resolved with some patching which was done by the company

that uses the road. The City is looking at closing part of Oak Shade road. The project for storage of city documents will begin soon.

2. Postpone the City's Saturday, April 25, Spring Cleanup Day for future scheduling

Public Works Director George Skala explained that this project will be delayed until further notice due to the "shelter in place" order and the State of Emergency which has been proclaimed for Georgia.

3. Rescind the City Council's July 8, 2019, action to authorize the Mayor to sign an agreement with North Georgia Timber, LLC, for the purchase and harvesting of many of the trees from the City of Temple's Wastewater Treatment Plant's spray fields.

City Administrator Bill Osborne explained that the City needs to rescind this action which was taken several months ago. The City is currently working with Howard Ray dealing with some stormwater issues that are related to Lakeland Park. This contract has not been signed and we don't want to do any disturbance until this is resolved. There was a motion by Council Member Bracknell to rescind the action of having the Mayor sign an agreement with North Georgia Timber, LLC, second by Council Member Walden. Vote 5-0.

6. Request from property owner Ivory Spear for the City of Temple to proceed with the annexation process of approximately 20 acres on McClure Road in unincorporated Haralson County which is adjacent to Temple's current city limits, with said owner agreeing to pay the cost of extending a current City water line to his property

City Administrator Bill Osborne explained this has been discussed at previous meetings. Mr. Spear has agreed to pay all of the costs associated with having the city extend the water line. Public Works Director, George Skala, has estimated this to be approximately \$3,000-\$4,000. If you are not interested in continuing with his annexation request, we need to let him know. If you want to continue, that does not mean that later on down the road you can not change your mind. The next step would be to send everything to Haralson County to see if they are ok with the annexation. City Attorney Mike McRae stated that there does need to be a vote for the council's intention, but it does not bind you, it just says you will move forward. There was a motion by Council Member Bracknell to start the annexation process, second by Council Member Bivins. Vote 5-0.

7. Announce the selection of Xpress Bill Pay to provide online payment services to the City of Temple in order for bill payments to be made by individuals and companies using credit cards, debit cards, and electronic fund transfers, in accordance with the February 3, 2020, action by the City Council and the City Attorney's subsequent approval of the draft agreement.

City Attorney Mike McRae explained that the draft contract has been approved. Finance Director Ken Abidde stated that he would contact Xpress Bill Pay to let them know it is time to begin the implementation phase of this project.

8. Council Member Bivins mentioned, that although it was off topic, that we need to reschedule the re-naming of the buildings, that were originally scheduled for May, to a later date.

**NEW BUSINESS**

1. Amend the City's contract with C & P Enterprises for renovation and remodeling of restrooms at the Temple Senior Center, increasing the cost of this 2015 SPLOST-funded project from a \$36,192.00

contract price by \$1,872.00 for needed work not included in the City's bid proposal specifications and resulting in a new contract price of \$38,064.00

Senior Center Director Sandra Stillwell explained that when they tore the sheetrock out during the renovation, there was wood that was molded and rotted that needed to be replaced. There was a motion by Council Member Walden to amend the City's contract with C&P Enterprises, to cover the cost of this repair (\$1,872), second by Council Member Bivins. Vote 5-0.

2. Report concerning street repairs in the City of Temple's industrial park along East Luke Road, and approval of 2015 SPLOST funds for the completion of this road repair work

City Administrator Bill Osborne explained that East Luke Road is in very bad shape; it will be difficult for any industry to locate in that space. We need to look at improvements to this road with 2015 SPLOST funds, if the council decides to proceed. We need the council to think about this and to decide at the May meeting. Public Works Director George Skala estimated the cost to be \$90,000-\$100,000

3. Report concerning some proposed assignment changes in the Administration Department, with funding from the General Fund adopted 2020 Fiscal Year budget for this department

City Administrator Bill Osborne explained that part time employee, Cindy Samples has agreed to go full time. He said she would be the full time utility billing clerk and that Samantha Tolbert would be the relief person for her. He stated that Samantha could help with getting his office organized, with special projects and could coordinate the records storage project with American Document Securities. He said he was looking for additional help in the ADMIN Department and this would help in the next year or two. He mentioned of the \$50,000 that was put in the budget to hire an assistant administrator, only a small portion of that would be needed to bring Cindy Samples to full time status. There was discussion of when an Assistant City Administrator would be hired, if there was a job description for Samantha's new position, if the new position was in the budget, etc. Because there were a lot of questions and this was not an item to be voted on at this time, City Attorney Mike McRae suggested that this might need to be brought up again and reviewed at a future meeting, we need to know what everyone's roles will be and it might possibly be a personnel matter where an executive session is needed. He suggested that Mr. Osborne review the concerns that were mentioned and to continue the discussion at the next committees meeting. It was also mentioned that a search for an Assistant City Administrator would take place later in the year.

4. Change the date of the City Council's monthly series of committee meetings from Monday, May 25, to Tuesday, May 26, due to the Memorial Day holiday.

There was a motion by Council Member Bracknell to change the meeting to May 26, second by Council Member Bivins. Vote 5-0.

Reports from Department Directors

Each Department Director gave a brief summary of the reports that are in the council member's packets.

**Public Comments- N/A**

**Closing Comments**

Tom Wallace- Everyone keep your distance and stay well

Howard Walden- Thank you to our health care workers and first responders for all of your hard work and sacrifices. We appreciate everything they are doing.

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Mayor Johnson- Thankful for our first responders. We are prayerful for our community. He wanted to give a shout out to our city staff and departments; we are thankful for the adjustments they have made and the safe guards they have taken and the service they continue to provide.

Attorney Mike McRae- This is one of several meetings we will have to do like this. It's not an easy task. Thank you for Kristin and Bill Osborne for making the process work.

**Adjournment**

**There was a motion by Council Member Bracknell to adjourn, second by Council Member Walden. Vote 5-0. The meeting adjourned at 7:46PM**