

The City Council of the City of Harlem met for a Called meeting on Monday, January 23, 2012 at Harlem City Hall at 6:15 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Councilmember Rudolph Dixon, Councilmember Tom Blalock, Council Elect Gregg Stokes, and Councilmember John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Leona Holley, Ann Blalock, Judge Alice W. Padgett, Evelyn Stokes, Roy Stokes, Lindsey Stokes, Joette Stokes, Hadley Beggs, Kevin Stokes, David Sward, Robert Fields, Wanda D. Moore, and Valerie Rowell.

Purpose: Issuance of Oaths of Office of Elected Officials and Public Safety Director

The meeting was called to order by Mayor Culpepper at 6:15 p.m.

The Invocation was given by Councilmember Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

**Swearing In:**

- **Councilmembers:** Councilmember Tom Blalock and Council Elect Gregg Stokes were issued their Oaths of Office from Judge Alice W. Padgett.
- **Public Safety Director:** Public Safety Director David Sward was issued his Oath of Office by Mayor Culpepper.

**Other:** There was nothing further to go before Council.

Being no further business before Council, Councilmember Thigpen made the motion to adjourn the Called meeting; 2<sup>nd</sup> by Councilmember Dixon. Motion carried; all in favor. The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Debra E. Moore

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Councilmember Rudolph Dixon, Councilmember Tom Blalock, Councilmember Gregg Stokes, and Councilmember John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Leona Holley, Ann Blalock, Evelyn Stokes, Roy Stokes, Lindsey Stokes, Joette Stokes, Hadley Beggs, Kevin Stokes, David Sward, Robert Fields, Wanda D. Moore, Mike Rorick, Willie Pearl Wiggins, Lillie Starks, Jim March, James Thomas, Sr., and Phil Turner.

The Work Session was called to order by Mayor Culpepper at 6:35 p.m.

UNFINISHED BUSINESS:

**Other:** There was none at this time.

**Ordinance-2<sup>nd</sup> Reading:**

- **Defined Benefit Retirement Plan:** Councilmember Thigpen presented the Ordinance to Council. The purpose of the Ordinance is to restate the Retirement Plan for the Employees of the City of Harlem. This is to be in compliance with IRS guidelines in order to receive favorable tax treatment.

NEW BUSINESS:

**Proclamations:**

- **Arbor Day-**The Proclamation is designating February 21, 2012 as Arbor Day in the City of Harlem. There will be a tree planting ceremony at City Hall at 4:00 p.m. by the Pioneer Garden Club.
- **STAR Student Program-**The Proclamation is designating Thursday, February 9, 2012 as "Student Teacher Achievement Recognition Day". This will be the 51<sup>st</sup> year that the Harlem Woman's Club has sponsored this program.

**2012 Council Committees-**The proposed 2012 Council Committees are as follows:

Administrative Committee	Councilmember Rudolph Dixon, Chairman Mayor Robert W. Culpepper, Co-Chairman
Emergency Services Committee	Councilmember John Thigpen, Chairman Mayor Robert W. Culpepper, Co-Chairman
Public Works Committee	Councilmember Tom Blalock, Chairman Mayor Robert W. Culpepper, Co-Chairman
Community Services Committee	Councilmember Gregg Stokes, Chairman Mayor Robert W. Culpepper, Co-Chairman

NEW BUSINESS (cont'd):

**2012 Council Committees (cont'd):** Council will need to vote on.

**2012 Mayor Pro tem Appointment:** Council will make a nomination and vote on.

**Other:** There was none at this time.

Being no further business, Councilmember Dixon made the motion to adjourn the Work Session and to reconvene for the Regular meeting in ten minutes; 2<sup>nd</sup> by Councilmember Thigpen. Motion carried; all in favor. The Work Session adjourned at 6:41 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, January 23, 2012 at Harlem City Hall following the Work Session that was scheduled for 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: : COUNCILMEMBERS: Mayor Robert W. Culpepper, Councilmember Rudolph Dixon, Councilmember Tom Blalock, Councilmember Gregg Stokes, and Councilmember John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Leona Holley, Ann Blalock, Evelyn Stokes, Roy Stokes, Lindsey Stokes, Joette Stokes, Hadley Beggs, Kevin Stokes, David Sward, Robert Fields, Wanda D. Moore, Mike Rorick, Willie Pearl Wiggins, Lillie Starks, Jim March, James Thomas, Sr., Phil Turner, and Scott Johnson.

The meeting was called to order by Mayor Culpepper at 6:55 p.m.

**Approval of the Minutes:** Councilmember Dixon made the motion to approve the minutes of the December 12, 2011 Budget Hearing and the December 19, 2011 Regular meeting; 2<sup>nd</sup> by Councilmember Stokes. Motion carried; all in favor.

**Special Recognition-Employee of the 4<sup>th</sup> Quarter:** Leona Holley was recognized as Employee of the Quarter for the fourth quarter of 2011. She is the City's Utility Billing Clerk and Customer Service Clerk.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of December 2011:

Public Works Department	Robert Fields, Public Works Director
Public Safety Department	Jim March, Interim-Assistant Police Chief
Planning & Zoning Department	Jason M. Rizner, City Manager
Administrative & Museum Departments	Jason M. Rizner, City Manager

UNFINISHED BUSINESS:

**Other:** There was none at this time.

**Ordinance-2<sup>nd</sup> Reading:**

- **Defined Benefit Retirement Plan-** Councilmember Thigpen presented the Ordinance to Council. The purpose of the Ordinance is to restate the Retirement Plan for the Employees of the City of Harlem. This Ordinance will be effective February 1, 2012. Councilmember Thigpen made the motion to approve this as the 2<sup>nd</sup> Reading; 2<sup>nd</sup> by Councilmember Dixon. Motion carried; all in favor.

NEW BUSINESS:

**Proclamations:**

- **Arbor Day**-The Proclamation is designating February 21, 2012 as Arbor Day in the City of Harlem. There will be a tree planting ceremony at City Hall at 4:00 p.m. by the Pioneer Garden Club. Councilmember Blalock made the motion to approve the Proclamation designating February 21, 2012 as Arbor Day in the City of Harlem and to authorize the Mayor's signature; 2<sup>nd</sup> Councilmember Dixon.
- **STAR Student Program**-The Proclamation is designating Thursday, February 9, 2012 as "Student Teacher Achievement Recognition Day". This will be the 51st year that the Harlem Woman's Club has sponsored this program. Councilmember Dixon made the motion to approve the Proclamation designating February 9, 2012 as "Student Teacher Achievement Recognition Day" and to authorize the Mayor's signature; 2<sup>nd</sup> by Councilmember Stokes. Motion carried; all in favor.

**2012 Council Committees:** The proposed 2012 Council Committees are as follows:

Administrative Committee	Councilmember Rudolph Dixon, Chairman Mayor Robert W. Culpepper, Co-Chairman
Emergency Services Committee	Councilmember John Thigpen, Chairman Mayor Robert W. Culpepper, Co-Chairman
Public Works Committee	Councilmember Tom Blalock, Chairman Mayor Robert W. Culpepper, Co-Chairman
Community Services Committee	Councilmember Gregg Stokes, Chairman Mayor Robert W. Culpepper, Co-Chairman

Councilmember Thigpen made the motion to approve the 2012 Council Committees as listed; 2<sup>nd</sup> by Councilmember Dixon. Motion carried; all in favor.

**2012 Mayor Pro tem Appointment:** Councilmember Thigpen made the motion to nominate Councilmember Dixon as Mayor Pro tem for 2012 and to close the nominations; 2<sup>nd</sup> by Councilmember Blalock. Motion carried; all in favor.

**Announcements:**

January 24	GICH Pre-Retreat Meeting, 11:00 a.m., City Hall
February 9	STAR Student Ceremony, 7:00 p.m., Woman's Club
February 20	City Offices Closed-President's Day
February 21	Garden Club Arbor Day Program, 4:00 p.m., City Hall
February 21	Work Session/Council Meeting, 6:30 p.m., City Hall

**Announcements (cont'd):**

February 27-29            GICH Retreat, Tifton

**Other:** City Manager Rizner asked City Attorney Fleming if he would address Council on Sunday Package Sales. City Attorney Fleming gave an overview of what Council would need to do if they wanted to consider putting this before the citizens of Harlem. We could include this on the ballot for the County July Primary. We would need to run an ad for four weeks prior. Package sales would be from 12:30 p.m. to 11:00 p.m. on Sundays. Council would need to do a Resolution to do a Referendum; this would have to be sent to Debra Marshall at the Board of Elections. Councilmember Thigpen felt that we owed it to the citizens to let them decide if they want it or not. Councilmember Thigpen made a motion to authorize for the City Manager and City Attorney to draw up the appropriate paperwork to proceed; 2<sup>nd</sup> by Mayor Pro tem Dixon. Discussion-possibly have ready for the February meeting. Motion carried with Councilmembers Dixon, Stokes and Thigpen voting in the affirmative; Councilmember Blalock did not vote. Per code section 2.21 of the City Charter, "Any member of the City Council present and eligible to vote on a matter and refusing to do so for any reason other than a properly disclosed and recorded conflict of interest shall be deemed to have acquiesced or concurred with the members of the majority who did vote on the question." The motion carried.

Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilmember Thigpen. Motion carried; all in favor. The meeting adjourned at 7:21 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCIL: Mayor Robert W. Culpepper, Councilman Tom Blalock, Councilman Gregg Stokes and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; ABSENT: Mayor Pro tem Rudolph Dixon; VISITORS: Leeann Meyer, Robert Fields, David Sward, Jeff McNair, Cyndi Brush, Art Barrera, and Mike Rorick.

The meeting was called to order by Mayor Culpepper at 6:30 p.m.

The Invocation was given by Councilman Blalock.

The Pledge of Allegiance was led by Mayor Culpepper.

UNFINISHED:

**Other:** There was none at this time.

NEW BUSINESS:

**Harlem Progress Association:** Leeann Meyer spoke on the behalf of the association. She introduce the members that were present; Cyndi Brush, Art Barrera and Jeff McNair. Ms. Meyer addressed Council on what was done this past year and what they may be looking for this coming year. They are looking for feedback from the City; what do they want and how to proceed. They would like to consider doing 15 second commercials for the businesses, but would need the buy in from them. They are asking the City for help in contacting the businesses. Councilman Thigpen asked when their next meeting was scheduled; Ms. Meyer stated she would need to get back with him. Mayor Culpepper thanked them for coming and that someone would be in contact with them on proceeding.

**Surplus Items:**

- **1993 Chevrolet 3500:** Public Works Director Robert Fields addressed Council on this issue. We acquired this vehicle through the 1033 program. He estimates that we have spent close to \$5,000.00 in repairs to keep it running; still not in working order. Public Safety Director David Sward contacted the 1033 program coordinator; we are able to dispose of the vehicle through our surplus program.

**Other:** Mayor Culpepper asked City Attorney Fleming if it would be appropriate to move item number 3 Executive Session from the Regular meeting to the Work Session at this time; City Attorney Fleming stated that it would.

Councilman Thigpen made the motion to adjourn to Executive Session; 2<sup>nd</sup> by Councilman Stokes. Motion carried; all in favor. The work session closed at 6:45 for Council to go into Executive Session. Executive Session convened at 6:47 p.m.

**Other (Executive Session) (cont'd):** Councilman Thigpen made the motion to adjourn the Executive Session and to reconvene work session; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor. Executive Session adjourned at 7:09 p.m.

City Attorney Fleming reported that there was one legal matter discussed and no final actions was taken. Councilmember Thigpen made the motion to allow the Mayor to sign the affidavit confirming this report; 2<sup>nd</sup> by Councilmember Stokes. Motion carried; all in favor.

Mayor Culpepper closed the work session at 7:10 p.m.

Debra E. Moore  
City Clerk



The City Council of the City of Harlem met for their Regular meeting on Monday, February 21, 2012 at City Hall following the Work Session that was scheduled for 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCIL: Mayor Robert W. Culpepper, Councilman Tom Blalock, Councilman Gregg Stokes and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; ABSENT: Mayor Pro tem Rudolph Dixon; VISITORS: Leeann Meyer, Robert Fields, David Sward, Jeff McNair, Cyndi Brush, Art Barrera, Mike Rorick, Phil Turner, Jim March and Scott Johnson.

The meeting was called to order by Mayor Culpepper at 7:10 p.m.

**Approval of the Minutes:** Councilman Blalock made the motion to approve the minutes of the January 23, 2012 Called meeting and the January 23, 2012 Regular meeting as written; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of January 2012:

Public Works Department	Robert Fields-Public Works Director
Public Safety Department	David Sward-Public Safety Director
Planning & Zoning Department	Jason Rizner-City Manager
Administrative & Museum Departments	Jason Rizner-City Manager

\*Note-Councilman Thigpen wants City Manager Rizner to find if the existing businesses are eligible to receive tax credit for the military zone designation.

UNFINISHED BUSINESS:

**Other:** There was none at this time.

NEW BUSINESS:

**Surplus Items:**

- **1993 Chevrolet 3500**-This vehicle is from the 1033 program. Per the coordinator of the program, we can dispose of this item through our normal surplus program. Councilman Thigpen made the motion to approve the surplus of the 1993 Chevrolet 3500 as requested; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

**Announcements:**

February 27-29	GICH Retreat, Tifton, GA
March 6	Planning & Zoning Meeting, 6:00 p.m., City Hall
March 19	Work Session/Council Meeting, 6:30 p.m. City Hall

**Executive Session:** Was moved to the Work Session.

**Other:** Councilman Thigpen announced that the City of Thomson Fire Department will be selling steak dinners on Friday, February 24 from 5:00 p.m. to 7:30 p.m. for \$15.00. The proceeds will benefit Billy Graham a former Fire Captain.

Being no further business before Council, Councilman Thigpen made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Stokes. Motion carried; all in favor. The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, and Councilman Gregg Stokes; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Angela and Joe Lokey, Chuck Hyatt, James Thomas, Jr., Pam Tucker, Jim March, Lillie Starks, Willie P. Wiggins, and Justine Chrisp for Elton Chrisp. ABSENT: Councilman John Thigpen.

The Work Session was called to order by Mayor Culpepper at 6:30 p.m.

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

UNFINISHED BUSINESS:

**Other:** There was none at this time.

NEW BUSINESS:

**GEMA-Statewide Mutual Aid Agreement-Pam Tucker:** This is just a renewal of what is already in place.

**Cooperative Agreement for Fleet Services Amendment-Pam Tucker:** This is a renewal of the agreement already in place. This agreement will run thru October 31, 2012. At that time an intergovernmental agreement will be done; this will cover for a five to ten year time period.

**Conditional Use-West Forrest Assisted Living-Wanda Moore:** Planning & Zoning had a hearing on March 6, 2012 to hear the application for a Conditional Use permit for the West Forrest Assisted Living facility. They have requested for the continued use of the property as a personal care home and to increase the number of residents from eight to twelve. They currently have room to accommodate for the increase in residents with no construction necessary. The Commission is recommending the request for approval.

**Historic Preservation Commission-Appointment-Mayor Culpepper:** Allen Connor has asked to be relieved of his position at this time. A nomination will be made to replace him with James Thomas.

**Resolutions:**

- **Sunday Package Sales-City Attorney Fleming:** The Resolution authorizes a referendum to allow package sales on Sundays during the hours of 12:30 p.m. and 11:30 p.m. by retailers of package malt beverages and wine. This will be place on the ballot in July. As this will be done during a General Primary election, there should be no costs to add this to the ballot.
- **Georgia Cities Week-City Manager Rizner:** The Resolution recognizes Georgia Cities Week, April 22-28, 2012, and encourages all citizens to support the celebration and corresponding activities.

**Other-City Manager Rizner-Accessory Buildings Amendment:** Councilman Thigpen had requested an amendment to Code Section 152.066 section (f) which pertains to the materials that have been

NEW BUSINESS (cont'd):

**Other-City Manager Rizner-Accessory Buildings Amendment (cont'd):** approved for the construction of accessory buildings. He would like to see the requirements removed. An ordinance was prepared, **but** would like input from Council. Councilman Blalock would like to refer this item to the Administrative Committee for further review and input. He is in agreement with Councilman Thigpen but wants more information before doing anything.

Being no further business, the work session closed at 6:45 p.m. The Regular meeting will convene after a ten minute break.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, March 19, 2012 at Harlem City Hall following the work session that was scheduled for 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, and Councilman Gregg Stokes; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Angela and Joe Lokey, Chuck Hyatt, James Thomas, Jr., Pam Tucker, Jim March, Lillie Starks, Willie P. Wiggins, and Justine Chrisp for Elton Chrisp. ABSENT: Councilman John Thigpen.

The Regular meeting was called to order by Mayor Culpepper at 6:55 p.m.

**Approval of the Minutes:** Mayor Pro tem Dixon made the motion to approve the minutes of the February 21, 2012 as written; 2<sup>nd</sup> by Councilman Stokes. Motion carried; all in favor.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of February 2012:

Public Works Department	Chuck Hyatt-Public Works Employee
Public Safety Department	Jim March-Asst. Police Chief
Planning & Zoning Department	Jason M. Rizner-City Manager
Administrative Department	Jason M. Rizner-City Manager
Museum	Jason M. Rizner-City Manager

UNFINISHED BUSINESS:

**Other:** There was none at this time.

NEW BUSINESS:

**GEMA Statewide Mutual Aid Agreement-Pam Tucker:** Councilman Blalock made the motion to approve the agreement as presented and to allow the Mayor to sign the agreement; 2<sup>nd</sup> by Mayor Pro tem Dixon. Discussion: This is a renewal of what is already in place and expires March 1, 2016. Motion carried; all in favor.

**Cooperative Agreement for Fleet Services Amendment-Pam Tucker:** Mayor Pro tem Dixon made the motion to adopt the agreement and to allow the Mayor to sign the agreement; 2<sup>nd</sup> by Councilman Dixon. Discussion: City Attorney Fleming suggested to place under the signature line "for expiration on October 31, 2012). Motion carried; all in favor.

**Conditional Use-West Forrest Assisted Living-Wanda Moore:** Mayor Pro tem Dixon made the motion to approve the recommendation of the Planning & Zoning Commission to approve the Conditional Use Permit as applied for by West Forrest Assisted Living; 2<sup>nd</sup> by Councilman Blalock. Discussion: The

NEW BUSINESS (cont'd):

**Conditional Use-West Forrest Assisted Living-Wanda Moore:** resident capacity will change from eight to twelve; no construction is required. Motion carried; all in favor.

**Historic Preservation Commission-Appointment:** Councilman Stokes made the motion to approve the nomination of James Thomas, Jr. to the Historic Preservation Commission; 2<sup>nd</sup> by Mayor Pro tem Dixon. Discussion: Mr. Thomas will replace Allen Connor. Motion carried; all in favor.

**Resolutions:**

- **Sunday Package Sales-City Attorney Fleming:** The Resolution authorizes a referendum to allow package sales on Sundays by retailers of package malt beverages and wine. The ballot will include the following information:

**“Shall the governing authority of the City of Harlem be authorized to permit and regulate package sales by retailers of both malt beverages and wine on Sundays between the hours of 12:30 p.m. and 11:30 p.m.?”**

Councilman Blalock made the motion to approve the Resolution authorizing a referendum to allow package sales on Sundays during the hours of 12:30 p.m. and 11:30 p.m. by retailers of package malt beverages and wine; 2<sup>nd</sup> by Councilman Stokes. Motion carried by a vote of two to one with Mayor Pro tem Dixon voting against.

- **Georgia Cities Week-City Manager Rizner:** The Resolution recognizes Georgia Cities Week, April 22-28, 2012. Mayor Pro tem Dixon made the motion to approve the Resolution for the recognition of the week of April 22-28, 2012 as Georgia Cities Week; 2<sup>nd</sup> by Councilman Stokes. Motion carried; all in favor.

**Announcements:**

March 20	Planning & Zoning Called Meeting, 6:00 p.m., City Hall
March 31	Easter Egg Hunt, 11-1, City Park
April 3	Planning & Zoning Regular Meeting, 6:00 p.m., City Hall
April 10	Administrative Committee Meeting, 9:00 a.m., City Hall
April 10	Community Services Committee Meeting, 2:00 p.m., City Hall
April 16	Work Session/Council Meeting, 6:30 p.m., City Hall
April 17	Public Safety Committee Meeting, 9:00 a.m., City Hall
April 17	Public Works Committee Meeting, 2:00 p.m., City Hall
April 19	GICH Housing Team Meeting, 6:00 p.m., City Hall
April 22-28	Georgia Cities Week
April 27	Quarterly Review Meeting, 8:30 a.m., City Hall

**Other-Accessory Building Amendment-City Manager Rizner:** Councilman Blalock made the motion to refer this item to the Administrative Committee for further review; 2<sup>nd</sup> by Councilman Stokes.

Regular Meeting, City of Harlem, Georgia  
March 19, 2012  
Continued from page 2645

Page 2646

NEW BUSINESS (cont'd):

**Other-Accessory Building Amendment-City Manager Rizner:** Discussion: The Administrative Committee will meet on Tuesday, April 10, 2012 at 9:00 a.m. Motion carried; all in favor.

Being no further business before the Council, Mayor Pro tem Dixon made the motion to adjourn the Regular meeting; 2<sup>nd</sup> by Councilman Stokes. Motion carried; all in favor. The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Adam Nelson; VISITORS: Daniel & Maria Wandless, Robert Fields, James Thomas, Jr., David Sward, Wanda Moore, Rozell Germany, Jerome Jones, Daisy Mae Johnson, Irene Jones Mack, and Mike Rorick.

The Work Session was called to order by Mayor Culpepper at 6:30 p.m.

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

#### UNFINISHED BUSINESS:

**Resolution-Accessory Buildings:** Councilman Thigpen introduced the Resolution. The Resolution is initiating the process for a text amendment to the City of Harlem Planning and Zoning Code pertaining to accessory structures. The section to be amended is 152.066(F). It currently reads:

“Accessory structures must be constructed of the same building material as the principal structure except as provided in this division (F). The roofing materials shall be constructed of the same materials as the roof of the main structure. In the case of the main structure being brick, the accessory building siding can be wood or vinyl that matches the trim of the main structure.”

The proposed amendment reads:

“Accessory structures may be constructed of any type of material provided that such structures are hidden from plain view. For example, such structure may be behind the main structure so as to obscure such structure from plain view or by either a fence or vegetation. If the structure is not hidden from plain view, it shall maintain a façade of fiber-cement siding, wood siding, wood textured vinyl siding, brick/brick veneer, rock, stone, cast-stone, stucco, or synthetic stucco, or finished/backed enamel aluminum/metal siding which establishes a horizontal pattern. The roofing materials shall be constructed of the same materials as the roof of the main structure, but may also be constructed of the same materials as the façade of the main structure.”

Code Section 152.227(B) provides for the procedure for City Council amendments to be transmitted to the Planning and Zoning Commission for input and to report back to the City Council with their findings and recommendations.

Councilman Thigpen expressed concerns with the roofing materials; he thought a metal roof could be used. It can if the roof on the main structure is metal. Mayor Culpepper commented that this is only referring the amendment to the Planning and Zoning Commission. City Attorney Nelson stated that the City is not beholden to the wording that is included in the Resolution. Councilman Blalock also commented that the guidelines for placement are already within the Planning and Zoning Code.



**Resolution-Accessory Buildings:** Council will need to approve to proceed.

**Other:** There was none at this time.

NEW BUSINESS:

**Audit Proposals:** City Manager Rizner reported that the City received five responses; all have a wealth of experience. He would like to get some additional information before a decision is made.

**Proclamation-Daisy M. Johnson:** City Manager Rizner reported that a Proclamation has been prepared to recognize Ms. Daisy M. Johnson and the celebration of her 100<sup>th</sup> birthday on April 12.

**Variance Request-611 Lamkin Road:** City Manager Rizner reported that this request has gone before the Planning and Zoning Commission for recommendation. The Commission and Staff are making the recommendation for approval. This is for a side setback variance from 15' to 13'6". They are proposing the construction of a new single-car garage with laundry and utility room; the addition will be handicap accessible.

**Conditional Use Request-109 Dozier Drive:** City Manager Rizner reported that this request has gone before the Planning and Zoning Commission for Recommendation. The Commission and Staff are making the recommendation for approval. The request is for a home office for a landscape business. The office will be in a separate room in the house. There will be no people coming and going on the property; the contact will be in person at the jobsites. All trailers and equipment will be stored in the garage out of sight; their personal vehicles will be parked in the driveway. There will be no signage used in the yard for the office or business; there will be a magnetic sign on his truck.

**May Council Meeting Location Change:** City Manager Rizner is proposing to move the May Council meeting to the Public Safety Building to coincide with the opening. The meeting will be on the same date; May 21, 2012 at 6:30 p.m. (Work Session with Council to follow).

**Other:** There was none at this time.

Being no further business before Council for discussion, Mayor Pro tem Dixon made a motion to adjourn the Work Session and to resume with the Council meeting after a ten minute break; 2<sup>nd</sup> by Councilman Stokes. Motion carried. Approval votes by Mayor Pro tem Dixon, Councilman Blalock, Councilman Stokes, and Councilman Thigpen. The Work Session adjourned at 6:50 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, April 16, 2012 at City Hall following the Work Session that was scheduled at 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Adam Nelson; VISITORS: Daniel & Maria Wandless, Robert Fields, James Thomas, Jr., David Sward, Wanda Moore, Rozell Germany, Jerome Jones, Daisy Mae Johnson, Irene Jones Mack, Mike Rorick and Jim March.

The meeting was called to order by Mayor Culpepper at 7:00 p.m.

**Approval of the Minutes:** Mayor Pro tem Dixon made the motion to approve the minutes of the March 19, 2012 Regular meeting as written; 2<sup>nd</sup> by Councilman Thigpen. Motion carried. Approval votes by Mayor Pro tem Dixon, Councilman Blalock, Councilman Stokes, and Councilman Thigpen.

**Public Comment:** Michael R. Rorick, P.O. Box 204014, Martinez, GA 30917-4014: Water Tanks-Mr. Rorick spoke to Council about opportunities for the leasing of the towers to communication companies. The City of Harlem currently has a lease with Sprint/Nextel.

**Department Reports:** The following departments gave reports for the month of March 2012:

Public Works Department	Robert Fields, Public Works Director
Public Safety Department	David Sward, Public Safety Director
Planning and Zoning Department	Jason Rizner, City Manager
Administrative and Museum	Jason Rizner, City Manager

UNFINISHED BUSINESS:

**Resolution-Accessory Buildings:** Councilman Thigpen made the motion to approve the Resolution and authorization of the Mayor's signature; 2<sup>nd</sup> Mayor Pro tem Dixon. Motion carried. Approval votes by Mayor Pro tem Dixon, Councilman Blalock, Councilman Stokes, and Councilman Thigpen.

**Other:** There was none at this time.

NEW BUSINESS:

**Audit Proposals:** There was no action to be taken on this item at this time. City Manager Rizner will follow up and report back to Council; possibly at a Called meeting.

**Proclamation-Daisy M. Johnson:** Councilman Thigpen made the motion to approve the Proclamation recognizing April 12, 2012 as Daisy M. Johnson's 100<sup>th</sup> birthday and for the authorization of the Mayor's signature; 2<sup>nd</sup> by Councilman Stokes. Motion carried. Approval votes by Mayor Pro tem Dixon, Councilman Blalock, Councilman Stokes, and Councilman Thigpen.

NEW BUSINESS (cont'd):

**Variance Request-611 Lamkin Road:** Councilman Thigpen made the motion to approve the recommendation of the Planning and Zoning Commission and Staff to approve the variance of the side setback from 15' to 13'6"; 2<sup>nd</sup> by Mayor Pro tem Dixon. Discussion: Jerome Jones of J & D Construction, contractor for the project, asked about the required survey. He wanted to know if he would be able to do just a lay out of the pertinent corners and not the whole property; Community Development Coordinator Wanda Moore was in agreement and will verify in the field. Motion carried. Approval votes by Mayor Pro tem Dixon, Councilman Blalock, Councilman Stokes, and Councilman Thigpen.

**Conditional Use Request-109 Dozier Drive:** Councilman Blalock made the motion to approve the recommendation of the Planning and Zoning Commission and Staff to approve the Conditional Use Request for a home office at the property located at 109 Dozier Drive for a landscape business; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motions carried. Approval votes by Mayor Pro tem Dixon, Councilman Blalock, Councilman Stokes, and Councilman Thigpen. Approval votes by Mayor Pro tem Dixon, Councilman Blalock, Councilman Stokes, and Councilman Thigpen.

**May Council Meeting Location Change:** Councilman Thigpen made the motion to approve changing the location of the May 21, 2012 Regular meeting from City Hall to the new Public Safety Building; 2<sup>nd</sup> by Councilman Stokes. Discussion: The time will not change; Work Session will start at 6:30 with the Regular meeting to follow. Motion carried. Approval votes by Mayor Pro tem Dixon, Councilman Blalock, Councilman Stokes, and Councilman Thigpen.

**Announcements:**

April 17	Public Safety Council Committee Meeting; 9:00 a.m.; City Hall
April 17	Public Works Council Committee Meeting; 2:00 p.m.; City Hall
April 19	GICH Housing Team Meeting; 6:00 p.m.; City Hall
April 21	Trash & Treasures; 8:00 a.m.; 1:00 p.m.; HUMC Field
April 22-28	Georgia Cities Week
April 26	GMA 7 <sup>th</sup> District Listening Session; 6:00 p.m.; Thomson Depot
April 27	Quarterly Review Meeting; 8:30 a.m.; City Hall
May 17	GICH Housing Team Meeting; 6:00 p.m.; City Hall
May 21	Work Session/Council Meeting; 6:30 p.m.; Public Safety Building
May 28	City Offices Closed-Memorial Day

**Other:** There was none at this time.

Regular Meeting, City of Harlem, Georgia  
April 16, 2012  
Continued from page 2648

Page 2649

Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Stokes. Motion carried. Approval votes by Mayor Pro tem Dixon, Councilman Blalock, Councilman Stokes, and Councilman Thigpen. The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Leona Holley, Renee Martin, Mike Rorick, Pam Tucker, David Sward, Robert Fields, Wanda Moore, Belinda C. Walker, and Eddie Walker.

The meeting was called to order by Mayor Culpepper at 6:30 p.m.

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

**Approve Agenda:** Mayor Pro tem Dixon made the motion to approve the agenda as presented; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

UNFINISHED BUSINESS:

**Ordinance-1<sup>st</sup> Reading:**

- **Accessory Structures:** The Ordinance was read by Councilman Thigpen. This ordinance will amend the text of Code Section 152.066(F) pertaining to Accessory Structures. The Ordinance currently reads:

Accessory structures must be constructed of the same building material as the principal structure except as provided in this division (F). The roofing materials shall be constructed of the same materials as the roof of the main structure. In the case of the main structure being brick, the accessory building siding can be wood or vinyl that matches the trim of the main structure.”

The Amendment reads:

“Accessory structures may be constructed of any type of material provided that such structures are hidden from plain view. For example, such structure may be behind the main structure so as to obscure such structure from plain view from a public traveled road or obscured by either a fence or vegetation. If the structure is not hidden from plain view, it shall maintain a façade of fiber-cement siding, wood siding, wood textured vinyl siding, brick/brick veneer, rock, stone, cast stone, stucco, or synthetic stucco, or finished/baked enamel aluminum/metal siding which establishes a horizontal pattern. For structures not obscured from view, the roofing materials shall be constructed of the same materials as the roof of the main structure, but may also be constructed of the same materials as the façade of the main structure.”

This would be the first reading. City Attorney Fleming addressed Council. This item has come about from previous talks about trying to make this section more open for public use. This item was brought before the Planning & Zoning Commission for input. They amended it to include an explanation of “plain view”. Since that time, there has been additional input from staff with a recommendation for the

**Ordinance-1<sup>st</sup> Reading-Accessory Buildings (cont'd):**

following changes/corrections in the wording: the section that reads “public traveled road...” should read “publicly traveled road...”. End the last sentence at “main structure.” and remove the remainder of the sentence. Planning & Zoning has made a recommendation to approve the Ordinance amendment. Permits and setback compliance are still required.

**Other:** There was none at this time.

**NEW BUSINESS:**

**Plan for Handling Animals in Disaster-Pam Tucker:** This is an update to the 2006 Plan. Council will need to approve the update.

**City Court:** City Manager Rizner reported that a request has come from the Public Safety Department to change the date that Court is held from the 1<sup>st</sup> Monday to the 3<sup>rd</sup> Tuesday of the month. Staff has contacted everyone involved to make sure this will work with their schedules. This change will work with everyone’s schedules. Council will need to approve.

**Comprehensive Water System Study:** City Manager Rizner reported that a recommendation has come out of the Public Works Committee meeting and Quarterly meeting to proceed with this study. There was also a recommendation from Sabrina Cape on this matter to look over our rates and to use as a planning tool for the future. The estimated cost of the study is \$7,500.00 and would be done by Turnipseed Engineers. Council will need to approve a budget amendment to move the funds from Contingency to Professional Fees-Engineering.

**Proclamation-Mrs. Mary Bell Thomas:** This Proclamation is in recognition of Mrs. Thomas’ 100<sup>th</sup> birthday which was on Friday, May 11, 2012 and celebrated with a gathering of family and friends on Saturday, May 12, 2012. Her granddaughter and grandson-in-law, Belinda C. Walker and Eddie Walker are in attendance for presentation.

**Other-**There was none at this time.

Mayor Pro tem Dixon made a motion to adjourn the Work Session and reconvene in ten minutes for the Regular meeting; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative. The Work Session adjourned at 6:45 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem met for their Regular meeting on Monday, May 21, 2012 in the courtroom of the Harlem Public Safety Building following the Work Session that was scheduled at 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Mike Rorick, Pam Tucker, David Sward, Robert Fields, Wanda Moore, Belinda C. Walker, and Eddie Walker.

Mayor Culpepper called the meeting to order at 6:55 p.m.

**Approval of the Minutes:** Mayor Pro tem Dixon made the motion to approve the Minutes of the April 16, 2012 Regular meeting as written; 2<sup>nd</sup> by Councilman Blalock. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Approval of the Agenda:** This was done at the Work Session.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of April 2012:

Public Works Department	Robert Fields, Public Works Director
Public Safety Department	David Sward, Public Safety Director
Planning and Zoning Department	Jason M. Rizner, City Manager
Administrative & Museum Departments	Jason M. Rizner, City Manager

Note: The City Clock Project should begin in the next two months. Mr. Rizner will have an update on the Retirement plan for Council in June.

UNFINISHED BUSINESS:

**Ordinance-1<sup>st</sup> Reading:**

- **Accessory Structures:** Councilman Thigpen made the motion to approve the 1<sup>st</sup> Reading of the Ordinance amending Code Section 152.066(F) with recommended changes; 2<sup>nd</sup> by Mayor Pro Tem Dixon. Motion carried with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in the affirmative.

**Other:** There was none at this time.

NEW BUSINESS:

**Plan for Handling Animals in Disaster-Pam Tucker:** Councilman Blalock made the motion to approve the update to the 2006 Plan for Handling Animals in Disaster; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

NEW BUSINESS (cont'd):

**City Court:** Mayor Pro tem Dixon made the motion to approve the change of the City Court date from the 1<sup>st</sup> Monday of the month to the 3<sup>rd</sup> Tuesday of the month as requested; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Comprehensive Water System Study:** Councilman Blalock made the motion to approve with proceeding with the Comprehensive Water System Study by G. Ben Turnipseed Engineers as presented; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in the affirmative.

Councilman Thigpen made the motion to approve the moving of funds from Contingency to Engineering Fees in the amount of \$7,500.00 for the cost of the Water System Study; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in the affirmative.

**Proclamation-Mrs. Mary Bell Thomas:** Councilman Thigpen made the motion to approve the Proclamation recognizing the May 11, 2012 as the `100<sup>th</sup> birthday of Mrs. Mary Bell Thomas; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in the affirmative.

**Announcements:**

May 22	GICH Housing Team Meeting; 6:00 p.m.; City Hall
May 24	Flag Pole Dedication; 11:00 a.m.; Public Safety Building
May 28	City Offices Closed-Memorial Day
June 4	Harlem Fire Department Dedication Ceremony; 6:30 p.m., Public Safety Building
June 18	Work Session/Council Meeting; 6:30 p.m., City Hall
June 21	GICH Housing Team Meeting; 6:00 p.m.; City Hall
June 27	Development Authority of Columbia County Board Meeting; 7:30 a.m., City Hall

**Other:** Mayor Culpepper expressed his gratitude and thanks to the Harlem Women's Club for hosting the open house at the Public Safety Building this past weekend. He also expressed his thanks to all involved in bringing the Project together.

Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Blalock. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk



Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore and City Attorney Adam Nelson; VISITORS: Mike Rorick, Robert Fields, James Thomas, Jr. and Reggie Ford.

The meeting was called to order by Mayor Culpepper at 6:30 p.m.

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

**Approve Agenda:** Councilman Thigpen made the motion to approve the agenda as presented; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

UNFINISHED BUSINESS:

**Ordinance-2<sup>nd</sup> Reading:**

- **Accessory Structures:** Councilmen Thigpen presented the 2<sup>nd</sup> reading to Council. This ordinance is amending Code Section 152.066(F) pertaining to Accessory Structures; the Ordinance currently reads:

“Accessory Structures must be constructed of the same building material as the principal structure except as provided in this division (F). The roofing materials shall be constructed of the same materials as the roof of the main structure. In the case of the main structure being brick, the accessory building siding can be wood or vinyl that matches the trim of the main structure.”

The Amendment reads:

“Accessory structures may be constructed of any type of material provided that such structures are hidden from plain view. For example, such structure may be behind the main structure so as to obscure such structure from plain view from a publicly traveled road or obscured by wither a fence or vegetation. If the structure is not hidden from plain view, it shall maintain a façade of fiber-cement siding, wood siding, wood textured vinyl siding, brick/brick veneer, rock, stone, cast stone, stucco, or synthetic stucco, or finished/baked enamel aluminum/metal siding which establishes a horizontal pattern. For structures not obscured from view, the roofing materials shall be constructed of the same materials as the roof of the main structure.”

**Other:** There was none at this time.

NEW BUSINESS:

**July Council Meeting Date Change:** The regular meeting for July is the 16<sup>th</sup>. A meeting has been to set the tax millage rate is scheduled for July 23<sup>rd</sup>. A request has been made to change the regular meeting to the 23<sup>rd</sup> as a quorum is needed for both meetings and this would alleviate having to have two meetings on separate days.

**Columbia County CVB Agreement:** This is a renewal of the current agreement we have in place. It is an agreement for promotional services for tourism and the hotel industry. We currently pay fees that are no less than 2% per night per occupied hotel room collected annually from the City's Hotel-Motel Tax levied and are paid on a quarterly basis. Councilman Thigpen expressed concerns with Beda Johnson no longer being there; Councilman Blalock feels that we will get better service. Council will need to approve for the Mayor to sign the agreement.

**Other:** Councilman Thigpen reported that he had spoken with Bill Spears. Mr. Spears has gone to work with the DeAngelo Group. They are interested in putting together a historic video of Harlem and would like to present it to the Mayor and Councilman Thigpen. Mayor Culpepper suggested setting up a subcommittee. Councilman Thigpen suggested including Phil Turner; Mayor Culpepper suggested it should include City Manager Rizner and Councilman Thigpen as well. Councilman Thigpen will follow up on this project.

Being no further business before Council for discussion, Mayor Pro tem Dixon made a motion to adjourn the work session and to reconvene for the regular meeting in ten minutes; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilman Blalock, Dixon, Stokes and Thigpen voting in the affirmative. The work session adjourned at 6:55 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, June 18, 2012 at City Hall following the Work Session that was scheduled at 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore and City Attorney Adam Nelson; VISITORS: Mike Rorick, Robert Fields, James Thomas, Jr., Reggie Ford and David Sward.

The meeting was called to order by Mayor Culpepper at 7:04 p.m.

**Approval of the Minutes:** Mayor Pro tem Dixon made the motion to approve the minutes of the May 21, 2012 Regular meeting as written; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Special Recognition:** Reggie Ford of the Public Works Department was recognized for no absenteeism due to sickness for the last ten years. He was presented with a plaque.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of May 2012:

Public Works Department	Robert Fields, Public Works Director
Public Safety Department	David Sward, Public Safety Director
Administrative Department (Includes P&Z and Museum)	Jason M. Rizner, City Manager

UNFINISHED BUSINESS:

**Ordinance-2<sup>nd</sup> Reading:**

- **Accessory Structures:** Councilman Thigpen made the motion to approve the 2<sup>nd</sup> Reading of the Ordinance amending Code Section 152.066(F) and to authorize the signature of the Mayor; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in the affirmative.

**Other:** There was none at this time.

NEW BUSINESS:

**July Council Meeting Date Change:** Councilman Blalock made a motion for the approval to change the July Council meeting from the 16<sup>th</sup> to the 23<sup>rd</sup>; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilman Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

NEW BUSINESS (cont'd):

**Columbia County CVB Agreement:** Councilman Thigpen made the motion to approve the renewal of the agreement for promotional services with the Columbia County Convention and Visitors Bureau and to authorize the signature of the Mayor; 2<sup>nd</sup> by Councilman Blalock. Discussion: The agreement is renewed annually in July. Motion carried with Councilman Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Announcements:**

June 21	GICH Housing Team Meeting, 6:00 p.m., City Hall
June 27	DDA of Columbia County Board Meeting, 7:30 a.m., Public Safety Building
June 28	LOST Renegotiation Meeting, 10:00 a.m., Columbia County
July 4	City Offices Closed-Independence Day
July 6	Employee Luncheon, 12:00 p.m., Senior Center
July 10	Admin Council Committee Meeting, 10:00 a.m., City Hall
July 10	Community Services Council Committee Meeting, 2:00 p.m., City Hall
July 17	Public Safety Council Committee Meeting, 9:00 a.m., City Hall
July 17	Public Works Council Committee Meeting, 2:00 p.m., City Hall
July 19	GICH Housing Team Meeting, 6:00 p.m., City Hall
July 23	Called Meeting-Set Millage Rate, 6:15 p.m., City Hall
July 23	Work Session and Regular Council Meeting, 6:30 p.m., City Hall
July 27	Quarterly Review Meeting, 8:30 a.m., City Hall

**Executive Session:** Mayor Pro tem Dixon made the motion to adjourn to Executive Session; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in the affirmative. The Regular meeting adjourned at 7:40 p.m. Executive Session convened at 7:45 p.m.

Mayor Pro tem Dixon made the motion to adjourn Executive Session and to reconvene the Regular meeting; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in the affirmative. Executive Session adjourned at 8:09 p.m. and the Regular meeting convened at that time.

City Attorney Nelson reported that one legal matter was discussed with no final action taken. Councilman Thigpen made the motion to authorize the signature of Mayor Culpepper to the Affidavit affirming this report; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Debra E. Moore, City Clerk

The City Council of the City of Harlem, Georgia met for a required Tax Hearing on Monday, July 23, 2012 at City Hall at 6:15 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner and City Clerk Debra E. Moore; VISITORS: Ann Blalock, Judy Rushing, Henri Sims, David Sward, Mike Rorick, James Thomas, Jr., Lee Ann Myer, Ken Myer, and Tax Commissioner Kay Allen.

The Tax Hearing was called to order by Mayor Culpepper at 6:15 p.m.

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

The Digest for the City of Harlem for 2012 is \$52,182,359. This reflects a decrease of \$75,828 in property values. The taxes levied for the year are \$279,176; this is a decrease of \$406 over last year. The proposed City millage rate is 5.35; this is the same rate for the last several years.

**Public Comment:** Mayor Culpepper opened the floor for comments; there were none.

**Approval of 2012 Tax Digest and Millage Rate:** Councilman Thigpen made the motion to approve the 2012 Tax Digest and the millage rate of 5.35 mills; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in favor.

Being no further business, Mayor Pro tem Dixon made the motion to adjourn the tax hearing; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in favor. The hearing adjourned at 6:20 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore and City Attorney Barry Fleming; VISITORS: Ann Blalock, Judy Rushing, Henri Sims, David Sward, Mike Rorick, Lee Ann Myer, Ken Myer, Robert Fields, James Thomas, Jr., Kevin Rupinta and Steve Edwards of Advance Disposal.

The Work Session was called to order by Mayor Culpepper at 6:30 p.m.

**Approve Agenda:** A motion was made by Councilman Blalock to amend and approve the agenda with the following changes: move Special Recognition to the Work Session and to add City Hall Clock under Unfinished Business on the Work Session and Regular Meeting agenda; 2<sup>nd</sup> by Councilman Stokes. Motion carried; with Councilmen Blalock, Dixon, Stokes and Thigpen voting in favor.

**Special Recognition:** Councilman Blalock recognized the following people from Attic Treasures for their efforts in the flag project: Judy Rushing, Wanda Wheatley, Ricki Dean, Sherry Clark, Pat Pitts, Ginny Coleman, Marilyn Whidden, Henri Sims, Doris Belcher, Jenny Parata, Loreen Reynolds, and Joann Earlein. A Certificate of Appreciation was presented to Ann Blalock, the project leader. Certificates of Appreciation were also available for Mark Whitaker and the Woodmen of the World, who donated the flags.

UNFINISHED BUSINESS:

**Other:** There was nothing at this time.

**City Clock Project:** Mayor Culpepper reported that we have the final plans. The Foundation has 90% of the funds to pay for the project. A donation came in from the Clary's in honor of their brother. Mayor Culpepper is asking Council to approve an amount up to \$10,000.00 to complete the project. There would be funds available in the SPLOST 2011-2016 fund under Recreation/Sidewalks. Council will need a motion to approve or disapprove.

NEW BUSINESS:

**Garbage Contract Renewal:** Kevin Rupinta and Steve Edwards of Advance Disposal addressed Council. The residential rates will stay firm without a CPI increase for 2013. The contract will also include Advance Disposal starting in 2013 to pick up the bulk (household items). They will not be picking up yard waste. The service is being added at no cost for 2013; there will be an increase of 3% for 2014 and 2015. Council will need a motion to approve or disapprove.

**Other:** There was nothing at this time.

Councilman Thigpen made a motion to adjourn the Work Session; 2<sup>nd</sup> by Councilman Stokes. Motion carried; with Councilmen Blalock, Dixon, Stokes and Thigpen voting in favor. The work session adjourned at 6:50 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem met for their Regular meeting on Monday, July 23, 2012 at City Hall immediately following the Work Session that was scheduled at 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore and City Attorney Barry Fleming; VISITORS: David Sward, Mike Rorick, Lee Ann Myer, Ken Myer, Robert Fields, James Thomas, Jr., Kevin Rupinta and Steve Edwards of Advance Disposal.

The meeting was called to order by Mayor Culpepper at 6:50 p.m.

**Approval of the Minutes:** Mayor Pro tem Dixon made the motion to approve the Minutes of the June 18, 2012 Regular meeting and Executive Session as written; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Public Comment: LeeAnn Myer of 410 N. Louisville Street-Intersection of N. Louisville and N. Hicks:** Ms. Myer addressed Council concerning the lack of sight at this intersection due to both oversized vehicles parking in the first spot and the crate myrtles. She feels they are hazardous and hard to see around. She suggested that maybe the first parking space be designated for small vehicles, motorcycles, or bicycle parking. She would like to see the City consider moving the trees. If Council needs it, she can bring in a list of other residents with complaints about the same thing. Mayor Culpepper commented that he experienced the same thing at that intersection today. Councilman Blalock commented that it will be taken to Committee for advisement.

**Department Reports:** The following departments gave reports for the month of June 2012:

Public Works Department	Robert Fields, Public Works Director
Public Safety Department	David Sward, Public Safety Director
Administrative Department	Jason M. Rizner, City Manager
P&Z, and Museum	

UNFINISHED BUSINESS:

**Other:** There was none at this time.

**City Clock Project Funding:** Councilman Thigpen made the motion to approve with proceeding with the City Clock Project and to approve the appropriation of \$10,000.00 from the SPLOST 2011-2016 Fund to the Harlem Foundation to complete the project; 2<sup>nd</sup> by Mayor Pro tem Dixon. Discussion: The Harlem Foundation currently has \$40,000.00 in donations for 90% of the project. Motion carried; with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.



**NEW BUSINESS:**

**Garbage Contract Renewal:** Councilman Blalock made the motion to approve the Second Addendum to the Exclusive Contract for Residential and Commercial Solid Waste Collection between the City of Harlem and Advanced Disposal Services of Augusta, LLC for the years 2013-2015; 2<sup>nd</sup> by Councilman Stokes. Discussion: There will be no increase in fees for the year 2013, but there will be an increase in the CPI for 2014 and 2015 of 3% each. Motion carried; with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in the affirmative.

**Announcements:**

July 25	LOST Meeting, 2:00 p.m., City Hall
July 26	Public Safety Building Wrap-up Meeting, 5:30 p.m., City Hall
August 7	Planning & Zoning, 6:00 p.m., City Hall
August 16	GICH Housing Team Meeting, 6:00 p.m., City Hall
August 20	Work Session/Council Meeting, 6:30 p.m., City Hall
August 31	Quarterly Review Meeting, 8:30 a.m., City Hall
September 3	City Offices Closed-Labor Day

**Other:** There was none at this time.

Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Stokes. Motion carried; with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in the affirmative. The meeting adjourned at 7:11 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; ABSENT: Mayor Pro tem Rudolph Dixon; VISITORS: James Thomas, Jr., Mike Rorick, Robert Fields, David Sward, and Franklin Jennings.

The meeting was called to order by Mayor Culpepper at 6:35 p.m.

The Invocation was given by Councilman Blalock.

The Pledge of Allegiance was led by Mayor Culpepper.

**Approve Agenda:** Councilman Thigpen made the motion to amend the Agenda to include under New Business-Other the 1<sup>st</sup> Reading of the Ordinance to amend the Personnel Policy relating to seat belt use; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative.

UNFINISHED BUSINESS:

**Other:** There was none at this time.

NEW BUSINESS:

**Mutual Aid Agreement with Martinez-Columbia Fire and Rescue:** Councilmen Stokes and Thigpen reported that they had no changes or issues with the proposed agreement. City Manager Rizner stated that the agreement used to be between the Harlem Department of Public Safety and Martinez-Columbia Fire; it has been changed to the City of Harlem and Martinez-Columbia Fire due to changes in department heads. City Attorney Fleming reported that they had reviewed the agreement and has no issues with it. Councilman Thigpen stated that it more or less states we are responsible for ours; they're responsible for theirs.

**Ordinance-1<sup>st</sup> Reading:**

- **Amendment to Alcohol Ordinance-Sunday Sales:** City Attorney Fleming reported that the voters approved for package sales on Sunday. The Ordinance is to permit and regulate package sales on Sunday. Sales will be from 12:30 p.m. to 11:30 p.m.

**Variance Request-457 E. Trippe Street:** Mayor Culpepper turned the meeting over to Councilman Thigpen due to a conflict of interest. This request was made by Linda Culpepper. It is for the property located at 457 E. Trippe Street, Map & Parcel 031 061A, .48 acres, and zoned R1-A. The request is for a variance of the front setback from 50' to 30' due to a sewer easement that runs thru the back of the property. You can not build or place anything on the easement. The Planning & Zoning Commission recommends it for approval.

The meeting was turned back over to Mayor Culpepper by Councilman Thigpen at this time.

NEW BUSINESS (cont'd):

**Conditional Use-210 Verdery Street:** City Attorney Fleming reported that this property is owned by New Holt Baptist Church and the proposed use is for a Youth Center and Administrative Offices. They will tear down the existing building and build new. The Planning & Zoning Commission is making the recommendation to approve the Conditional Use request. If approved, they will have to go forward with the Historic Preservation Commission for COA's for the demolition of the building and materials.

**Removal/Return of the 1994 Hummer Utility Truck:** This vehicle was acquired through the 1033 program a couple of years ago. It has been determined to not be a feasible asset. We have to insure and maintain it. It was thought to be used as the brush truck for the fire department, but could not be.

**Other: Ordinance-1<sup>st</sup> Reading:**

- **Amendment to Personnel Policy Relating to Seat Belt Use:** The amendment is to include the use of seat belts in construction equipment and rollover protection and use when on City Business.

Being not further business for discussion, Councilman Thigpen made the motion to adjourn the meeting to include a five minute break; 2<sup>nd</sup> by Councilman Blalock. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative. The Work Session adjourned at 6:50 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting following the Work Session that was scheduled at 6:30 p.m. at Harlem City Hall with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; ABSENT: Mayor Pro tem Rudolph Dixon; VISITORS: James Thomas, Jr., Mike Rorick, Robert Fields, David Sward, and Franklin Jennings.

The meeting was called to order by Mayor Culpepper at 7:00 p.m.

**Approval of the Minutes:** Councilman Thigpen made the motion to approve the minutes of the July 23, 2012 Tax Hearing and Regular Meeting as written; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of July 2012:

Public Works Department	Robert Fields, Public Works Director
Public Safety Department	David Sward, Public Safety Director
Administrative Department	Jason Rizner, City Manager

UNFINISHED BUSINESS:

**Other:** There was none at this time.

NEW BUSINESS:

**Mutual Aid Agreement with Martinez-Columbia Fire and Rescue:** Councilman Thigpen made the motion to approve the Mutual Aid Agreement between the City of Harlem and Martinez-Columbia Fire and Rescue and to authorize the Mayor's signature; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Ordinance-1<sup>st</sup> Reading:**

- **Amendment to the Alcohol Ordinance-Sunday Sales:** Councilman Blalock made the motion to approve this as the 1<sup>st</sup> Reading of the amendment to the Alcohol Ordinance to allow for Package Sales on Sundays; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative.

Mayor Culpepper recused himself at this time and turned the meeting over to Councilman Thigpen.

NEW BUSINESS (cont'd):

**Variance Request-457 E. Trippe Street-Linda Culpepper, Applicant; Map and Parcel 031 061A; .48 acres; zoned R1-A:** The request is for a variance of 20' on the front setback. This is due to a sewer easement along the back of the property. The front setback will go from 50' to 30'. The Planning & Zoning Commission is recommending it for approval. Councilman Thigpen called for a motion to accept the recommendation of the Planning & Zoning Commission and approve the Variance Request to change the front setback from 50' to 30'; that motion was made by Councilman Blalock; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Conditional Use-210 Verdery Street:** City Manager Rizner reported that it has been found that there is an addressing error on the reports that were prepared on this request. The property in question is not located at 210 Verdery Street; it is located on Old Milledgeville Road. The map and parcel is H04 071 and is owned by New Holt Baptist Church which is located at 210 Verdery Street. The request is to use the property for a Youth Center and Administrative Offices. The Planning & Zoning Commission is recommending is for approval. Councilman Thigpen made the motion to accept the recommendation of the Planning & Zoning Commission and approve the Conditional Use Permit request for the property located Old Milledgeville Road as Map and Parcel H04 071 for a Youth Center and Administrative Offices for New Holt Baptist Church; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Removal/Return of 1994 Hummer Utility Truck:** Councilman Thigpen made the motion to approve the removal/return of the 1994 Hummer Utility Truck to the 1033 Program and for removal from the City of Harlem's asset list; 2<sup>nd</sup> by Councilman Blalock. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative.

**Announcements:**

August 27	HPC Meeting; 6:30 p.m.; City Hall
August 31	Quarterly Review Meeting; 8:30 a.m., City Hall
September 3	City Offices Closed-Labor Day Holiday
September 4	Planning & Zoning Meeting; 6:00 p.m.; City Hall
September 11-13	GICH Retreat; Cartersville
September 17	Work Session/Council Meeting; 6:30 p.m.; City Hall

**Other-Ordinance-1<sup>st</sup> Reading:**

- **Amendment to Personnel Policy Relating to Seatbelt Use:** Councilman Blalock made the motion to approve the 1<sup>st</sup> Reading of Ordinance to Amend the Personnel Policy as it relates to Seatbelt Use; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

Regular Meeting, City of Harlem, Georgia  
August 20, 2012  
Continued from page 2658

Page 2659

Mike Rorick requested to address Council at this time. He wanted to know how the Energy Tax would effect LOST; it was felt that it would not as we only have one industry (Tracy Luckey).

Being no further business to come before Council, Councilman Thigpen made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; ABSENT: Mayor Pro tem Rudolph Dixon; VISITORS: David Sward, Robert Fields, Phil Turner, John Tompkins, Valerie Rowell, Seaborn Street, John McClellan, Kimberly Campbell and Mike Rorick.

The meeting was called to order by Mayor Culpepper at 6:30 p.m.

The Invocation was given by Councilman Blalock.

The Pledge of Allegiance was led by Mayor Culpepper.

Mayor Culpepper announced that Mayor Pro tem Dixon was out due to a broken hip and was in rehab.

**Approve Agenda:** Councilman Thigpen made the motion to approve the Agenda as presented; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

UNFINISHED BUSINESS:

**Ordinance-2<sup>nd</sup> Reading:**

- **Amendment to Alcohol Ordinance-Sunday Sales:** Councilman Thigpen-The Ordinance is to permit and regulate package sales on Sundays by retailers of package malt beverages and wine. They will be allowed to sell during the hours of 12:30 p.m. and 11:30 p.m.
- **Amendment to Personnel Policy-Seatbelt Use:** City Manager Rizner-The Ordinance is amending the Personnel Policy Ordinance relating to seatbelt use. Code Section 33.16 will be amended as follows: Delete section (A) in its entirety and insert the following language in its place:
  - “(A) Seat belts shall be used by all persons (driver and passengers) in a City of Harlem vehicle when the vehicle is operating, and in any personal vehicle when said personal vehicle is being used for City of Harlem business, and on all City of Harlem construction equipment when equipped with a seat belt and rollover protection.”

**Other:** There was none at this time.

NEW BUSINESS:

**Cooperative Agreement for Fleet Services-Renewal:** City Manager Rizner reported that this is for a one year renewal with Columbia County Central Shop and is recommending it for approval.

NEW BUSINESS (cont'd):

**Modification of Zoning Conditions for Village at Sandy Run Creek:** City Manager Rizner- Mr. Thompkins, as the agent for the owner Don Greene, is requesting to change the units from attached to detached, a change in the finishes and a change in the retaining wall construction. The units will change from one-story attached to two-story detached. The materials will change from all brick construction to all cement board siding with stone and brick accents. The retaining wall construction will change from concrete to wood cross tie. The Planning & Zoning Commission is making the recommendation to approve the changes requested on the units, but recommends denying the changes on the retaining wall.

**Agreement for Provision of Services-Festival:** City Manager Rizner –This is the agreement with Columbia County for the provision of services for the Oliver Hardy Festival. The agreement is for \$3,000.00.

**City Hall Repair Proposal:** City Manager Rizner-A RFP for repairs due to flood/drainage issues was done. There were two contractors who attended the required pre-proposal meeting; one sent in a bid. The bid came in at \$57,400.00 with an additional bid of \$10,000.00 for the replacement of the circular windows on the front porch. Funds were set aside last year for repairs in the amount of \$10,000.00. There are funds earmarked for the Administrative department in the Capital Projects Account. City Manager Rizner is making a recommendation to proceed with the repairs, not including the \$10,000.00 for the windows.

**Other:** There was nothing at this time.

Being nothing further for discussion, Councilman Thigpen made the motion to adjourn the work session and to proceed with the Regular meeting after a five minute break; 2<sup>nd</sup> by Councilman Blalock. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

The work session adjourned at 7:10 p.m.

Debra E. Moore  
City Clerk



The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, September 17, 2012 at City Hall following the work session with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; ABSENT: Mayor Pro tem Rudolph Dixon; VISITORS: David Sward, Robert Fields, Phil Turner, John Tompkins, Valerie Rowell, Seaborn Street, John McClellan, Kimberly Campbell and Mike Rorick.

The meeting was called to order by Mayor Culpepper at 7:20 p.m.

**Approval of the Minutes:** Councilman Thigpen made the motion to approve the minutes of the August 12, 2012 Regular meeting as written; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative.

**Public Comment:** Phil Turner, Historic Preservation Chairman-addressed Council on some information he learned at a recent training. The Commission has currently not turned down any Certificates of Appropriateness, but may have to in the future. COA's go before the Commission for approval. If they are denied, the applicant may appeal to the governing authority (Council) and they may approve, modify and approve, or deny the request. Council can only act if HPC has abused its discretion.

**Department Reports:** The following departments gave reports for the month of August 2012:

Public Works Department	Robert Fields-Public Works Director
Public Safety Department	David Sward-Public Safety Director
Administrative Department	Jason M. Rizner-City Manager

UNFINISHED BUSINESS:

**Ordinances-2<sup>nd</sup> Reading:**

- **Amendment to Alcohol Ordinance-Sunday Sales:** Councilman Thigpen made the motion to approve the 2<sup>nd</sup> Reading of the Amendment of the Alcohol Ordinance to permit for and regulate Sunday sales by retailers of packaged malt beverages and wine; 2<sup>nd</sup> by Councilman Blalock. Discussion: This will start this Sunday, September 23 during the hours of 12:30 p.m. and 11:30 p.m. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative.
- **Amendment to Personnel Policy-Seat Belt Use:** Councilman Blalock made the motion to approve the 2<sup>nd</sup> Reading of the Amendment to the Personnel Policy as it pertains to the seat belt policy (33.16); 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative.

**Other:** There was none at this time.

**NEW BUSINESS:**

**Cooperative Agreement for Fleet Services-Renewal:** Councilman Thigpen made the motion to approve the one year renewal for Fleet Services with Columbia County; 2<sup>nd</sup> by Councilman Stokes. Discussion: This agreement is effective from November 1, 2012 to October 31, 2013. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative.

**Modification of Zoning Conditions for Village at Sandy Run Creek:** Councilman Blalock made the motion to approve the Rezoning request of John Thompkins for Village at Sandy Run Creek. City Attorney Fleming recommended including the following conditions:

1. Require any retaining wall to be cement with a brick façade.
2. The units will change from one-story attached to Single Family two-story detached.
3. The materials of the units will change from brick to hardy plank siding with brick and stone accents.

Councilman Blalock rescinded his original motion. Councilman Blalock made the motion to approve the Rezoning request with the conditions as stated; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Agreement for Provision of Services-Festival:** Councilman Thigpen made the motion to approve the agreement for services to be provided by the City in the form of the Oliver Hardy Festival and to authorize for the Mayor to sign said agreement; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**City Hall Repair Proposal:** Councilman Thigpen made the motion to approve the bid received from John Spratlin & Sons in the amount of \$57,400.00 with the funding to come from the Capital Projects Account and Reserves and to amend the budget accordingly; 2<sup>nd</sup> by Councilman Blalock. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Announcements:**

September 18	State of the Community Address; 5:30 p.m. Liberty Park Gym-Grovetown
September 24	HPC Meeting; 6:30 p.m.; City Hall
October 2	Planning & Zoning Meeting; 6:00 p.m., City Hall
October 5	Festival Reception; 7:00 p.m., Glenn Phillips Park
October 6	24 <sup>th</sup> Annual Oliver Hardy Festival; 9:00 a.m.-5:00 p.m.; Downtown
October 9	Administrative Council Committee Meeting; 9:00 a.m., City Hall
October 9	Community Services Council Committee Meeting; 2:00 p.m., City Hall
October 11	GICH Housing Team Meeting; 6:30 p.m.; City Hall
October 15	Work Session/Council Meeting; 6:30 p.m.; City Hall
October 16	Public Safety Council Committee Meeting; 9:00 a.m.; City Hall
October 16	Public Works Council Committee Meeting; 2:00 p.m.; City Hall
October 21-23	Council Retreat; Athens, GA

**Other:** There was none at this time.

Regular Meeting, City of Harlem, Georgia  
September 17, 2012  
Continued from page 2661

Page 2662

Being no further business before Council, Councilman Thigpen made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative. The meeting adjourned at 7:46 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCIL: Mayor Robert W. Culpepper, Councilman Tom Blalock, Councilman Gregg Stokes and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Adam Nelson; VISITORS: Jean Dove, Phil Turner, James Thomas, Jr., Franklin Jennings, Robert Fields, David Sward, and Mike Rorick; ABSENT: Mayor Pro tem Rudolph Dixon.

The meeting was called to order by Mayor Culpepper at 6:30 p.m.

The Invocation was given by Councilman Blalock.

The Pledge of Allegiance was led by Mayor Culpepper.

**Approval of the Agenda:** Councilman Thigpen made a motion to approve the Agenda as written; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**GICH Presentation:** Committee member Phil Turner gave an overview of what the GICH (Georgia Initiative for Community Housing) committee is currently doing and what is to come. Committee member James Thomas, Jr. presented their mission statement. Committee member Franklin Jennings presented their goals. Mr. Turner elaborated on the goal of improving housing. They are recommending that Council adopt a “blight” tax, the International Property Maintenance Code, and the use of Code Enforcement (critical element). They are going to receive a cost proposal of doing a “windshield” view of the city of Harlem. The cost will be paid for by the Housing consortium. Councilman Thigpen commented on the “blight” tax; it sounds like a fine. Mayor Culpepper reported that Committee member Beth Miller has set up a lunch and meeting at Planer Mill Village with church leadership to present the program.

UNFINISHED BUSINESS:

**Other:** There was none at this time.

NEW BUSINESS:

**Agreement-Columbia County Tax Commissioner:** This is a renewal of the prior year’s agreement. The City is agreeing to pay a fee of 2%.

**Resolution-Trail Grant:** The Resolution is for the approval to submit the grant application to the Georgia Recreational Trails Program.

**Other:** There was none at this time.

Being no further being business before Council for discussion, Councilman Blalock made the motion to adjourn the Work Session and to resume with the Regular meeting after a ten minute break; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative. Work Session adjourned at 6:50 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, October 15, 2012 at City Hall following the Work Session that was scheduled at 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCIL: Mayor Robert W. Culpepper, Councilman Tom Blalock, Councilman Gregg Stokes and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Adam Nelson; VISITORS: Jean Dove, Phil Turner, James Thomas, Jr., Franklin Jennings, Robert Fields, David Sward, and Mike Rorick; ABSENT: Mayor Pro tem Rudolph Dixon.

The meeting was called to order by Mayor Culpepper at 7:00 p.m.

**Approval of the Minutes:** Councilman Thigpen made the motion to approve the minutes of the September 17, 2012 Regular meeting as written; 2<sup>nd</sup> by Councilman Blalock. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of October 2012:

Public Works Department	Robert Fields, Public Works Director
Public Safety Department	David Sward, Public Safety Director
Administrative Department	Jason M. Rizner, City Manager

Mayor Culpepper commended the Public Works Department for their work during the Festival and the clean up afterwards. This was reiterated by the rest of Council as well. Councilman Blalock also commended the Public Works Department on the flowering plants.

UNFINISHED BUSINESS:

**Other:** There was none at this time.

NEW BUSINESS:

**Agreement-Columbia County Tax Commissioner:** Councilman Blalock made the motion to approve the agreement with the Columbia County Tax Commissioner for the issuing and collection of the City property taxes for 2012 and to approve the authorization of Mayor Culpepper's signature; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Resolution-Trail Grant:** Councilman Thigpen made the motion to approve the Resolution for the submission of an application to the Georgia Recreational Trails Program for a trails grant; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Announcements:**

October 16	Public Works Council Committee Meeting, 2:00 p.m., City Hall
October 21-23	Council Retreat
October 22	HPC Meeting, 6:30 p.m., City Hall
November 6	Planning & Zoning Meeting, 6:00 p.m., City Hall
November 8	GICH Meeting, 6:00 p.m., City Hall
November 12	City Offices Closed-Veteran's Day Observance
November 19	Work Session/Council Meeting, 6:30 p.m., City Hall
November 22-23	City Offices Closed-Thanksgiving Holiday

The following were added to the listing:

October 18	Flu Shots, 1:00-3:00 p.m., City Hall
October 24	GICH Luncheon, 12 Noon, Planer Mill Village

**Other:** Councilman Blalock asked why the Festival was held on the first Saturday in October. Former City Manager Jean Dove was in the audience and responded that it was chosen because of so many other items are held in that time period. The Pecan Festival was held in the spring.

Being no further business before Council for consideration, Councilman Stokes made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor. The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore and City Attorney Barry Fleming; ABSENT: Mayor Pro tem Rudolph Dixon; VISITORS: Robert Fields, David Sward, Jim March, James Thomas, Jr., Hiren Kumer Patel (Harlem Mini Foods), Rev. Mike Shearon (Harlem United Methodist Church), and Valerie Rowell.

The meeting was called to order by Mayor Culpepper at 6:30 p.m.

The Invocation was given by Councilman Blalock.

The Pledge of Allegiance was led by Mayor Culpepper.

**Agenda Approval:** Councilman Thigpen made the motion to approve the Agenda as presented with one amendment to move item #5 Adoption of Defined Contribution Plan to the top of the Agenda under New Business; 2<sup>nd</sup> by Councilman Stokes. Motion carried; all in favor.

#### UNFINISHED BUSINESS:

**Other:** Leave of Absence for Mayor Pro tem Dixon-per the City Charter Section 2.12, a vacancy exists if a Councilmember is absent from four consecutive regular meetings, except if granted a leave of absence by Council. Mayor Pro tem Dixon will have missed three including tonight. Council will consider a leave of absence.

#### NEW BUSINESS:

**Defined Benefit Plan Amendment:** The amendment will close entry into the plan for new hires or re-hires; they will not be eligible to re-apply. This amendment does not affect the current employees. The effective date will be upon final approval by Council. This should be at the December meeting with the second reading of the amendment ordinance. Council will proceed with the 401(a) Plan to coincide with the Defined Contribution Plan. There was a question about changing the vesting from five years to ten years; per IRS regulations it cannot be greater than five.

#### Beer and Wine License Application:

- **Harlem Mini Foods-**There was questions pertaining to the measurements that were taken and if the field that is used for youth activities was taken into consideration as well as the playground at the church. City Attorney Fleming reviewed the ordinance. A park was described as a "City owned" park and not a church owned park. The day school was also brought into question for consideration. There was some discussion about the church that uses the Woman's Club to hold its services as well as the City Park that is located behind the clubhouse. City Attorney Fleming is recommending tabling this until he reviews the application further.



NEW BUSINESS (cont'd):

**Ordinances-1st Readings:**

- **Public Intoxication Amendment:** The Ordinance is to amend Code Section 130.02 by deleting it in its entirety and replacing it with a new section titled "Public Intoxication" to read as follows:

"It shall be unlawful for any person to be in an intoxicated condition while in any public place or within the curtilage of any private residence not his or her own, except where expressly invited by the owner or lawful occupant of such private property. Public place includes any building or land owned by the City, schools, places of public worship, public streets, sidewalks, or any other publicly owned lands. Evidence of an intoxicated person shall include a combination of the following indicators: (1) odor of intoxicants, (2) boisterous or obnoxious behavior, (3) indecent or lewd conduct, (4) stumbling or staggering, (5) slurred speech, (6) vulgar, profane, or unbecoming speech or (7) the failure of a standard field sobriety test administered by a law enforcement officer."

- **Disorderly Conduct Amendment:** The Ordinance is to amend Code Section 130.01 by deleting it in its entirety and replacing it with a new section titled "Disorderly Conduct" to read as follows:

"It shall be unlawful and disorderly conduct for any person to:

- a) Act in a violent or tumultuous manner toward another, whereby a reasonable person would be placed in fear of safety for life or limb;
  - b) Damage or destroy public or private property or place public or private property in serious danger of being destroyed or damaged;
  - c) Use words or language directed toward another which are likely to incite immediate violence;
  - d) Use any words of obscenity or epithet in a public place or any place open to the public;
  - e) Cause, provoke or engage in any fight, brawl or riotous conduct so as to endanger the life, limb, health, or public or private property;
  - f) Violently interfere with another's pursuit of a lawful occupation;
  - g) Congregate with others to halt the flow of vehicular or pedestrian traffic and refuse to clear the way when ordered by lawful authority to do so or to otherwise incite riotous behavior;
  - h) Engage in any fraudulent scheme, device or trick to obtain any valuable thing in any place or from any person, or attempts to do so; or
  - i) Frequent any place where gaming or the illegal sale or possession of alcoholic beverages, narcotics or dangerous drug is practiced, allowed or tolerated."
- **Municipal Court Prosecutor:** This Ordinance "relates to the Municipal Court; to proclaim the existence and establishment of the office of Prosecuting Attorney of the Municipal Court; to outline the duties and authorities of the staff therein as expressly allowed by the Constitution and laws of the State of Georgia; to provide for severability; to provide an effective date; to repeal all ordinances and parts of ordinances in conflict herewith; and for other purposes." The

New Business (cont'd):

**Ordinances-1<sup>st</sup> Reading (cont'd):**

- **Municipal Court Prosecutor (cont'd):** passage of the Ordinance is required by state law and a copy of the Ordinance will be forwarded to the Prosecuting Attorneys' Council of the State of Georgia.

**Separation of Police and Fire Operations:** This item came out of discussions at Council's retreat this year. We went to the Public Safety concept several years ago. Since that time we have found it is hard to find someone who is both police and fire certified. We currently have certified five of six officers in the police department. There seems to be a tendency that when we get employees certified that they leave for other employment in the field. Councilman Thigpen wanted to know what the possibilities were for these officers who were certified if they could volunteer for the fire department or would there be violations of the labor laws as they are paid employees. City Attorney Fleming will follow up on this.

**Adoption of Revised Organizational Chart:** City Manager Rizner presented to Council for approval an updated Organizational Chart to reflect the separation of the Police and Fire Departments, the inclusion of the Community Development Coordinator and the Community Services Coordinator.

**Adoption of Defined Contribution Plan:** This information was not ready for this month; will be available for the December meeting.

**2013 Budget Presentation:** City Manager Rizner formally presented Council with the 2013 Proposed Budget for review. This includes anything that may have come out of Retreat. It will be up for approval at the December Council meeting.

**Harlem Foundation Appointment:** City Manager Rizner reported to Council that per the by-laws of the Foundation, that one of the members is to be from Council. He will be recommending Councilman Blalock to serve.

**Other:** Mayor Culpepper is asking Council for additional funding of \$6,000.00. He has spoken with the County and Chairman Cross may be able to help with 75% to 80%. We would pay from the General Fund-Streets and Drains and then receive a reimbursement from the County. We should know more after the County's next meeting. We would need to amend the budget accordingly.

Being no further business before Council for discussion, Councilman Stokes made the motion to adjourn the Work Session and to reconvene after a five minute break for the Regular meeting; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative. The Work Session adjourned at 7:20 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, November 19, 2012 at City Hall following the Work Session that was scheduled for 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore and City Attorney Barry Fleming; ABSENT: Mayor Pro tem Rudolph Dixon; VISITORS: Robert Fields, David Sward, Jim March, James Thomas, Jr., Rev. Mike Shearon (Harlem United Methodist Church), and Valerie Rowell.

The meeting was called to order by Mayor Culpepper at 7:28 p.m.

**Approval of the Minutes:** Councilman Thigpen made the motion to approve the minutes of the October 15, 2012 Regular meeting as written; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative.

**Public Comment:** Rev. Mike Shearon, 133 Oliver Hardy Court, Harlem, GA 30814-No alcohol next to Church-Rev. Mike Shearon is the Pastor at Harlem United Methodist Church. He came out to speak against the issuance of a Beer & Wine License to Harlem Mini Foods. Harlem Mini Foods is located next to the Church property. He spoke about the youth that attended programs at the church; both the pre-school program and the programs held on the field next to the Church and Harlem Mini Foods. He opposes the application.

**Department Reports:** The following departments gave reports for the month of October 2012:

Public Works Department	Robert Fields, Public Works Director
Public Safety Department	David Sward, Public Safety Director
Administrative Department	Jason M. Rizner, City Manager

UNFINISHED BUSINESS:

**Other:** Mayor Pro tem Dixon-Leave of Absence-Mayor Pro tem Dixon has not been in attendance at the last three, including tonight, Council meetings. Per the Charter, Councilmembers cannot miss more than four or the position will be considered vacant. Mayor Pro tem Dixon has been out due to a hip injury and rehabilitation. At this time, Councilman Thigpen made the motion to approve the granting of an indefinite leave of absence for Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilman Stokes. Discussion: Councilman Blalock brought up a question on voting during the Council meetings. City Attorney Fleming is going to review. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

UNFINISHED BUSINESS (cont'd):

**Other (cont'd):** Additional Funds Requested for Clock Project-Councilman Blalock made the motion to approve the appropriation of an additional \$6,000.00 to be used towards the "Clock Project"; 2<sup>nd</sup> by Councilman Stokes. Discussion: The funding will come from the General Fund, if needed. Mayor Culpepper is working with Chairman Cross about the possibility of funding. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative.

NEW BUSINESS:

**Beer and Wine License Application:**

- **Harlem Mini Foods**-Per recommendation of Counsel, Councilman Thigpen made the motion to table this item until further review of the application by City Attorney Fleming; 2<sup>nd</sup> by Councilman Blalock. Discussion: Councilman Blalock also pointed out that there is a City park located across the street behind the Woman's Club; they will need to get measured. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Ordinances: 1<sup>st</sup> Reading-**

- **Public Intoxication Amendment**
- **Disorderly Conduct Amendment**
- **Municipal Court Prosecutor**

Councilman Blalock made the motion for the approval of the 1<sup>st</sup> Readings of the Ordinances for the Public Intoxication and Disorderly Conduct Amendments and the Ordinance for the establishment of the office of the Municipal Court Prosecutor; 2<sup>nd</sup> by Councilman Stokes. Discussion: City Clerk Moore questioned as to whether there should be separate motions for each of the Ordinances; City Attorney Fleming responded that they did not need a separate vote. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Separation of Police and Fire Operations; Adoption of Revised Organizational Chart:** City Manager Rizner is making the recommendation for him to implement the change and to include review of the personnel policy, and the revision of the Organizational Chart. Councilman Thigpen made the motion to allow the City Manager to implement the change of the separation of the Police and Fire Operations and for the approval of the Organizational Chart as presented; 2<sup>nd</sup> by Councilman Stokes. Discussion: Councilman Thigpen commented that we need to make sure the City is covered in all aspects. City Manager Rizner responded that new job descriptions are being worked on as well as revisions to the personnel policy. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

NEW BUSINESS (cont'd):

**Defined Benefit Plan Amendment:** Councilman Stokes made the motion to approve the 1<sup>st</sup> Reading of the Amendment to terminate the current Defined Benefit Plan; 2<sup>nd</sup> by Councilman Thigpen. Discussion: This will not affect current employees. New hires and rehires will not be eligible. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative.

**Adoption of Defined Contribution Plan:** This will be ready for the December meeting.

**2013 Budget Presentation:** No action is needed at this time. This is the official presentation of the 2013 Proposed Budget to Council for review.

**Harlem Foundation Appointment:** Councilman Thigpen made the motion to nominate Councilman Blalock to serve on the Harlem Foundation and to close nominations; 2<sup>nd</sup> by Councilman Blalock. Motion carried with Councilman Blalock, Stokes and Thigpen voting in the affirmative.

**Announcements:**

November 22-23	City Offices Closed for Thanksgiving Holiday
November 26	HPC Meeting, 6:30 p.m., City Hall
November 29	Harlem Foundation Meeting, 7:00 p.m., City Hall
December 4	Planning & Zoning Meeting, 6:00 p.m., City Hall
December 6	Christmas Tree Lighting, 6:30 p.m., City Hall
December 8	Christmas in the Heart of Downtown Harlem, 10 a.m.-3 p.m.
December 10	Budget Hearing, 10:00 a.m., City Hall
December 10	HPC Meeting, 6:30 p.m., City Hall
December 13	GICH Meeting, 6:00 p.m., City Hall
December 14	Bid Opening-Ground Storage Tank, 1:00 p.m., City Hall
December 17	Work Session/Council Meeting, 6:30 p.m., City Hall
December 21	Employee Luncheon, 12:00 p.m., Senior Center
December 24-25	City Offices Closed-Christmas Holiday

**Other:** There was none at this time.

Being no further business before Council, Councilman Stokes made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Stokes, and Thigpen voting in the affirmative. The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for a Called meeting on Monday, December 17, 2012 at 5:00 p.m. at Harlem City Hall with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilmember Tom Blalock, Councilmember Gregg Stokes, and Councilmember John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore and City Attorney Barry Fleming; VISITORS: Asst. Police Chief Jim March, Chuck Meadows and Will Butler.

Purpose:            Personnel Appeal  
                      Executive Session  
                      Other

The meeting was called to order by Mayor Culpepper at 5:05 p.m.

**Personnel Appeal-Chuck Meadows:** City Attorney Fleming explained the appeals process. Council would proceed as follows:

1. Supervisor would address Council first with their issues with the employee.
2. City Manager will make any additional comments.
3. Employee addresses Council to answer to each of the issues.
4. Any rebuttal from the parties involved.
5. Council would adjourn to Executive Session to deliberate.

Mayor Culpepper recognized Asst. Chief Jim March. Asst. Chief March proceeded with their findings.

1. Stats for the month of October were not turned in by the 31<sup>st</sup> as required.
2. Pass on book was not being signed off on as acknowledgment of reading; reviewed the activity from September 2012 to November 2012.
3. Reviewed a warning that was issued in June 2012 pertaining to issues with his uniform.
4. Reviewed issues with placing the radar tractor trailer that went as far back as November 2011.

They met with PSO Meadows in June 2012 and issued a warning; incidents thru November 2012 warranted further discipline.

Mayor Culpepper recognized PSO Chuck Meadows to address Council. PSO Meadows addressed the issues as follows:

1. Appearance Standards-he does not dry clean his uniform; he does press it himself. He does not do a spit shine on his boots; over the course of the day they get dirty.
2. Class B License-he was not able to pass the eye test and did not have the funds at the time to remedy the problem; he has since acquired. Others did not have their license at the time.
3. Visits to Regions Bank-verify with bank employees Lavern Galloway and Ruth Hill; also, City employee Bea Doody.
4. E-mails-he thought the read receipts were being sent automatically.
5. Radar Trailer-trailer is to go out on Tues/Thurs not on weekends. There were times the truck that pulls the trailer was out of service; the trailer itself was out of service. They can verify with

**Personnel Appeal-Chuck Meadows (cont'd):** PSO Meadow's response continued as follows:

5. Radar Trailer (cont'd) - Kim Spinks and Joanne Murdock that he is the only one putting it out. There were instances that the trailer was not brought back in by night shift; he had to pull it in when he came on shift. He did admit to forgetting to put it out as stated.
6. Lester Ford-Did not issue citation for two days after the complaint was received. This was not done as the victims could not decide whether to prosecute or not. Two days after the incident they wanted to proceed at which time the citation was issued.
7. 225 Fairview Drive (Nuisance Complaint)-no one was home on the day he visited the property. The yard had been cut two weeks prior. He spoke with PSD Sward about and suggested following up with Wanda Moore. PSD Sward and Officer Williams went later and came back with the same results.
8. Oliver Hardy Festival-Admitted to showing up late (was to be in at 5 a.m. showed up at 5:45 a.m.). He had overslept. He had always been one of the first ones to show up over the last five years of his employment.
9. House Watches-Some may not have been done; other things come up and you may not be able to get by there.
10. Monthly Reports-His report for October was completed; it just had not been turned in. Others had not turned in theirs. The only reports received for November were his and Officer Patterson's; no one else turned in theirs until December 8.
11. Voting Booths-Did not sign book; he and Officer Williams did visit the booths that day.
12. Pass on Book-He has proof that he is not the only one not signing the book.
13. Code 3's-Verify with Dispatcher Phillips that they were notified that there were problems with the alarm (possibly at Southside Villas). Alarm had gone off two or three times a day.
14. Mileage-Vehicle was due for maintenance. He did not take the vehicle in due to it sitting at the shop over the weekend. He made a judgment call to hold it until he got off shift. There are other vehicles with the same issue.

He feels that there is a deviation as to who gets wrote up, etc. The part-timers are working whenever they want. Certain officers get whatever overtime they want; others have a need for it as well.

Councilman Stokes asked if there is a written procedure on how it is to be done; AC March responded they are passing information by e-mail; it has been in place since 2010. There is no actual procedure written per se.

Councilman Stokes asked how many others do not have a Class B license; AC March responded that two others had asked for extensions; there was no communication from PSO Meadows that he had issues.

Councilman Stokes asked if there are procedures for e-mail; AC March responded that there is an expectation that they read and respond to their e-mails; no procedures in place.

Mayor Pro tem Dixon asked how long PSO Meadows had been employed; he has been with the City since January 2008. He had no problems with prior Director Jerry Baldwin or Benje Cowart.

Pass on Book-PSO Meadows commented that this is what is being used to communicate to each other.

As there was no further discussion at this time, Mayor Culpepper called for a motion to go into Executive Session for deliberation. That motion was made by Councilman Thigpen; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative. Regular session adjourned at 5:40 p.m.; Executive Session came to order at 5:45 p.m.

Councilman Stokes made the motion to adjourn the Executive Session and resume the Called meeting; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative. Executive Session adjourned at 6:45 p.m.

Councilman Blalock made the motion to approve the Mayor signing the Affidavit acknowledging that one personnel issue was discussed and that no final action was taken; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

Councilman Blalock made the motion to take no further action at this time; 2<sup>nd</sup> by Mayor Pro tem Dixon. Discussion: The suspension of three days without pay stands. Motion carried by a vote of 3-1 with Councilmen Blalock, Dixon, and Stokes voting in the affirmative and Councilman Thigpen voting in the negative.

Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the Called meeting and to resume with the Work Session after a 5 minute break; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative. The meeting closed at 6:45 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk



Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman Tom Blalock; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Robert Fields, Jim March, Will Butler, Bonnie Cox, Bobby Smith, James Thomas, Jr., Franklin D. Jennings, Bipinkumar Patel, Mike Rorick, Phil Turner, and John V. McClellan.

The Work Session was called to order by Mayor Culpepper at 6:50 p.m.

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

#### UNFINISHED BUSINESS:

**Beer and Wine License Application-Harlem Mini-Food:** City Attorney Fleming reported that this item was tabled from the November meeting. After reviewing the application, it has been determined it does not qualify. They do not meet the distance requirements for “church buildings” and “school buildings”. The church building in question would be the Woman’s Club that is currently considered the main structure that used by a religious organization (Church of Christ). The school building and surrounding property in question would be the pre-school at Harlem UMC and the surrounding property that is utilized by the pre-school for activities. The Church is located within 100 yards of the proposed application site and the school is located within 200 yards.

#### Ordinances-2<sup>nd</sup> Reading:

- **Public Intoxication Amendment**-The Ordinance amends the Code of Harlem, Georgia Regarding Public Drunkenness by deleting code section 130.02 in its entirety and a new section titled “Public Intoxication” be in its place to read as follows:

“It shall be unlawful for any person to be in an intoxicated condition while in any public place or within the curtilage of any private residence not his or her own, except where expressly invited by the owner or lawful occupant of such private property. Public place includes any building or land owned by the City, Schools, and places of public worship, public streets, sidewalks, or any other publicly owned lands. Evidence of an intoxicated person shall include a combination of the following indicators: (1) odor of intoxicants, (2) boisterous or obnoxious behavior, (3) indecent or lewd conduct (4) stumbling or staggering, (5) slurred speech, (6) vulgar, profane, or unbecoming speech or (7) the failure of a standard field sobriety test administered by a law enforcement officer.”

**Ordinances-2<sup>nd</sup> Reading (cont'd):**

- **Disorderly Conduct Amendment**-The Ordinance amends the Code of Harlem, Georgia Regarding Disorderly Conduct by deleting code section 130.01 in its entirety and a new section titled "Disorderly Conduct" be in its place to read as follows:

"It shall be unlawful and disorderly conduct for any person to:

- A. Act in a violent or tumultuous manner toward another, whereby a reasonable person would be placed in fear of safety for life or limb;
  - B. Damage or destroy public or private property or place public or private property in serious danger of being destroyed or damaged;
  - C. Use words or language directed toward another which are likely to incite immediate violence;
  - D. Use any words of obscenity or epithet in a public place or any place open to the public;
  - E. Cause, provoke or engage in any fight, brawl or riotous conduct so as to endanger the life, limb, health, or public or private property;
  - F. Violently interfere with another's pursuit of a lawful occupation;
  - G. Congregate with others to halt the flow of vehicular or pedestrian traffic and refuse to clear the way when ordered by lawful authority to do so or to otherwise incite riotous behavior;
  - H. Engage in any fraudulent scheme, device or trick to obtain any valuable thing in any place or from any person, or attempts to do so; or
  - I. Frequent any place where gaming or the illegal sale or possession of alcoholic beverages, narcotics or dangerous drug is practiced, allowed or tolerated."
- **Municipal Court Prosecutor**-This is an Ordinance that relates to the Municipal Court of the City of Harlem and establishes the office of prosecuting attorney of said court; to outline the duties and authorities of the staff as expressly allowed by the constitution and laws of the state of Georgia; to provide for severability; to provide for an effective date; to repeal all ordinances and parts of ordinance in conflict herewith; and for other purposes. The prosecuting attorney will serve for a term of one year and the position will be a part-time contract position.

**Defined Benefit Plan Amendment-2<sup>nd</sup> Reading:** This Ordinance is to amend and restate the Retirement Plan for the Employees of the City of Harlem, Georgia as set forth in the Adoption Agreement. The amendment is to close participation under this Plan with respect to Eligible Regular Employees who are initially employed or reemployed by the City of Harlem after the date that this amended Adoption Agreement and the accompanying General Addendum are adopted by the Mayor and Council of the City of Harlem (Adoption Agreement pp. 5 and 32, and General Addendum Sections 2 and 13(a). The effective date of the amendment will be December 17, 2012.

**Adoption of 401(a) Defined Contribution Plan:** This Resolution is for the adoption of a Defined Contribution Plan through the Georgia Municipal Association. This plan will encourage employees to save for their retirement by offering both matching and/or non-matching contributions. The effective date of the plan is December 17, 2012.

The plan is for all eligible employees except for Municipal Legal Officers, Elected or appointed officials or Employees who were initially employed by the City of Harlem on or before December 17, 2012 and are not reemployed by the City after December 17, 2012.

The City contributions shall be made to match all or a portion of a participant's contribution to an eligible 457(b) deferred compensation plan. For each payroll period that all eligible employees contributed to a 457(b) plan of the City, the City will contribute 100% of the dollar amount contributed to the 457(b) plan. The matching contributions made on the behalf of the participant will not exceed 3% of the participant's includable compensation (gross income from the City) per payroll period.

The City has elected to make contributions to the Plan without regard to the participant's contribution to a 457(b) plan. For each payroll period that all eligible employees who do not make contributions to a 457(b) plan, the City will contribute 3% of their compensation.

The employer matching contributions are 100% vested after a participant has been employed as an eligible employee for five (5) years. Matching contributions remain 0% vested until the participant satisfies the full vesting period. Employees who are employed on the date the plan is adopted by the City will not be given credit for prior service as an eligible employee. In determining the participant's total years of service for vesting purposes, different periods of employment as an eligible employee will not be added together.

The employer non-matching contributions are 100% vested after a participant has been employed as eligible employee for five (5) years. Non-matching contributions remain 0% vested until the participant satisfies the full vesting period. Employees who are employed on the date the plan is adopted by the City will not be given credit for prior service as an eligible employee. In determining the participant's total years of service for vesting purposes, different periods of employment as an eligible employee will not be added together.

No post-severance payments will be included in compensation for purposes of computing contributions under the plan.

**Other:** There was none at this time.

NEW BUSINESS:

**Audit Presentation:** Bonnie Cox and Bobby Smith of Cherry, Bekaert, and Holland-The auditors gave a review of the FYE 12-31-2011 audit to Council. The City received a “clean, unqualified opinion”.

**Resolution-Municipal Court Prosecutor:** The Resolution is appointing Carl Schluter as the prosecuting Attorney for a term of one year. The effective date is December 17, 2012.

**Resolution-Adopt 2013 Budget:** The proposed budget for year ending December 31, 2013 is as follows:

General Fund Revenues :	\$2,192,722
General Fund Expenses:	\$2,192,722
Water/Sewer Fund Revenues:	\$1,446,529
Water/Sewer Fund Revenues:	\$1,446,529

**Bid Recommendation-Ground Storage Tank Rehab-John McClellan, City Engineer:** Mr. McClellan addressed Council. The original project was to just rehab/replace the roofing on the in-ground storage tank. After looking closer, the scope of the project changed to a total rehab of the roof and tank. The total project cost is \$122,000.00. Mayor Culpepper asked if this was within the original budget; City Manager Rizner stated that the original budget was \$75,000.00; the funding is in the Capital Projects account and will cover the total project. Mr. McClellan commented that this rehab will allow us to bring the City wells back on line. There is a Resolution included to award and proceed with the project. The low bidder was Southeastern Tank and Tower, Inc.; Mr. McClellan recommends proceeding with the award and project.

**January and February Council Meeting Date Changes:** The dates need to be changed due to them both falling on holidays.

**LMIG Project Selection:** City Manager Rizner reported that he had met with PWD Robert Fields and City Engineer John McClellan to discuss priority road and drainage projects. They chose three roads as the most in need of repaving: W. Forest Street, E. Trippe Street and N. Hicks Street. These roads were chosen due to the condition of the roads and the amount of traffic. It was also discussed to combine the funds from the LMIG Funds and TIA/SPLOST and to bank the funds for two to three years and pave the roads in total at that time and not in pieces.

**Surplus Fire Truck:** Fire Chief Tripp Lonergan is requesting to have the 1986 Ford F-800 Pumper surplused. Councilman Thigpen commented that it is costly to operate. Councilman Stokes commented that it provides no ISO points. They would like to send it with other current surplused vehicles to the County to put on GovDeals.

**Other-2012 Budget Amendments:** A request for a total of \$1,399,729.00 in General Fund budget amendments are being presented for approval. This will increase both the Revenues and Expenses. The amended budget for the year will be \$3,504,604.00. The majority of the budget amendment is for the Public Safety Building.

Being no further business before Council for discussion, Councilman Blalock made the motion to adjourn the Work Session and to reconvene at 7:50 p.m.; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative. Work Session adjourned at 7:45 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, December 17, 2012 at City Hall following the Work Session that was scheduled for 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilman Gregg Stokes, and Councilman Tom Blalock; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Robert Fields, Jim March, Will Butler, James Thomas, Jr., Franklin D. Jennings, Bipinkumar Patel, Mike Rorick, Phil Turner, and John V. McClellan.

The meeting was called to order by Mayor Culpepper at 7:50 p.m.

**Approve Agenda:** Councilman Thigpen made the motion to approve the agenda as presented; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Approval of the Minutes:** Mayor Pro tem Dixon made the motion to approve the Minutes of the November 19, 2012 Regular meeting as written; 2<sup>nd</sup> by Councilman Stokes. Discussion: City Clerk Debra Moore questioned if Mayor Pro tem Dixon could make a motion to approve the minutes as he was not in attendance at that meeting; City Attorney Fleming stated that he could, but that he could not vote on them. Motion carried with Councilmen Blalock, Stokes and Thigpen voting in the affirmative. Mayor Pro tem Dixon did not vote due not being in attendance at the November meeting.

**Public Comment:** Bipinkumar Patel of Harlem Mini Food-Mr. Patel came to ask Council for consideration of making a change in the definition for a church. City Attorney Fleming commented that they would have to look at; it would be in conflict with State law. They would not be changing for just one person; it would affect everyone going forward. Mr. Patel is the owner and applicant for the Beer and Wine license at Harlem Mini-Food.

**Department Reports:** The following departments gave reports for the month of November 2012:

Public Works Department	Robert Fields, Public Works Director
Police Department	Jim March, Asst. Police Chief
Administrative Department	Jason Rizner, City Manager
Museum Department	Jason Rizner, City Manager

UNFINISHED BUSINESS:

**Beer and Wine License Application-Harlem Mini Food:** Councilman Thigpen made the motion to deny the request for a Beer and Wine License for Harlem Mini Food due to the conflict in regulations; 2<sup>nd</sup> by Councilman Blalock. Discussion-A refund of all fees except administrative fees will be made. It was asked to be noted that they are very good business men. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

UNFINISHED BUSINESS (cont'd):

**Ordinances-2<sup>nd</sup> Readings:**

- **Public Intoxication Amendment**
- **Disorderly Conduct Amendment**
- **Municipal Court Prosecutor**

Councilman Thigpen made the motion to approve the 2<sup>nd</sup> Readings of the Ordinances for Public Intoxication Amendment, Disorderly Conduct Amendment, and Municipal Court Prosecutor; 2<sup>nd</sup> by Mayor Pro tem Dixon. Discussion: City Clerk Debra Moore asked if it was appropriate to do this in one motion; City Attorney Fleming stated that it was. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Defined Benefit Plan Amendment-2<sup>nd</sup> Reading:** Councilman Blalock made the motion to approve the 2<sup>nd</sup> Reading of the Ordinance amending the Defined Benefit Plan; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Adoption of Defined Contribution Plan:** Councilman Stokes made the motion to approve the Resolution adopting the Defined Contribution Plan; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Other:** There was none at this time.

NEW BUSINESS:

**Audit Presentation:** Councilman Blalock made the motion to approve the acceptance of the FYE December 31, 2011 audit as presented; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Resolution-Municipal Court Prosecutor:** Councilman Thigpen made the motion to approve the Resolution appointing Carl Schluter as the Prosecuting Attorney for the Harlem Municipal Court for a period of one year; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Resolution-Adopt 2013 Budget:** Councilman Blalock made the motion to approve the Budget Resolution for year ending December 31, 2013 as presented; 2<sup>nd</sup> by Councilman Thigpen. Motion carried with Councilman Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Bid Recommendation-Ground Storage Tank Rehab:** Councilman Thigpen made the motion to approve the Resolution and recommendation to award the bid to Southeastern Tank and Tower, Inc. for \$122,000.00 and to proceed with the in-ground storage tank rehab; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes, and Thigpen voting in the affirmative.

NEW BUSINESS (cont'd):

**January and February Council Meeting Date Changes:** Councilman Thigpen made the motion to change the meeting dates for January and February 2013 due to the holidays that coincide with those meetings; 2<sup>nd</sup> by Councilman Stokes. Discussion: January's meeting will be held on the 28<sup>th</sup> and February's meeting will be held on the 11<sup>th</sup>. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**LMIG Project Selection:** Councilman Blalock made the motion to approve the paving projects as presented and to combine and accumulate the funds from the LMIG distributions and TIA/SPLOST as proposed; 2<sup>nd</sup> by Councilman Thigpen. Discussion: The three streets in the proposal are E. Trippe, W. Forest and N. Hicks. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Surplus Fire Truck:** Councilman Thigpen made the motion to approve the surplus of the 1986 Ford F-800 Pumper as requested; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

**Announcements:**

December 21	Employee Luncheon; 12 noon; Senior Center
December 24-25	City Offices Closed-Christmas Holiday
January 1	City Offices Closed-New Year's Holiday
January 7	Legislative Delegation Meeting; 10:45 a.m.; County Government Center
January 10	GICH Meeting; 6:00 p.m.; City Hall
January 21	City Offices Closed-Martin Luther King Jr. Day
January 28	HPC Meeting; 6:30 p.m.; City Hall
January 28	Work Session/Council Meeting; 6:30 p.m.; City Hall

**Other-2012 Budget Amendments:** Councilman Thigpen made the motion to approve the General Fund budget amendments as presented; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative.

Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Stokes. Motion carried with Councilmen Blalock, Dixon, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk



