

Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem John Thigpen, Councilmember Daniel Bellavance, and Councilmember Jennifer Bennett; COUNCIL STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Adam Nelson; ABSENT: Councilmember Gregg Stokes; CITY DEPARTMENT HEADS: Robert Fields, Public Works Director; Chuck Meadows, Police Chief; and Tripp Lonergan, Fire Chief.

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

**Invocation:** City Attorney Nelson

**Pledge of Allegiance:** Mayor Culpepper

UNFINISHED BUSINESS:

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

NEW BUSINESS:

**Retirement Plan Amendment Resolution and Adoption Agreement:** GMA is making a change to the administrator of the funds for the Defined Contribution 401(a) plan. They will be contracting with Newport Group instead of MetLife. There had been an increase in fees from MetLife and the fees charged by Newport Group are similar to the original fees charged by MetLife. GMA has amended the plan documents and Council will need to accept and approve the Resolution and Adoption Agreement. This amendment has no bearing on the Defined Benefit Plan (Pension).

**2015 Budget Amendment Resolution:** Council is required to review and approve or deny interdepartmental amendments as well as amendments increasing the overall budgets. After reviewing the FYE December 31, 2015, there is a need for interdepartmental amendments as well as an increase in the General Fund budget. The amendments include the following:

- Increase of \$43,880.00 in the Administrative Budget
- Increase of \$25,767.00 in the Police Budget
- Increase of \$4,500.00 in the Fire Budget
- Decrease of \$18,603.00 in the Streets & Drains Budget
- Decrease of \$11,029.00 in the Meals on Wheels Program Budget
- Increase of \$13,188.00 in the Senior Center Budget
- Decrease of \$2,363.00 in the Community Center Budget
- Decrease of \$6,439.00 in the Festival Budget
- Decrease of \$65.00 in the Museum Budget
- Increase of \$65.00 in the Community Development Budget
- Increase of \$9,136.00 in the Contractual-Garbage Budget
- Increase of \$58,037.00 in the total Revenues

The total General Fund Budget will increase from \$2,536,833.00 to \$2,594,870.00 for the year. Council will need to approve the Resolution.

NEW BUSINESS (cont'd):

**Proclamation-Woman's Club:** The proclamation is for recognizing and honoring the Woman's Club and their service to the community and commitment to the students and teachers of Columbia County with the STAR program and is proclaiming that February 23<sup>rd</sup> as "Harlem Woman's Club Day". Council will need to approve the proclamation.

**Resolution-Indigent Defense Attorney Appointment:** Dana Niehus has resigned her position as Indigent Defense Attorney. The City is required to provide an indigent defense attorney. Chief Meadows and Judge Percy Blount are recommending the appointment of Brandon Dial for the position. Council will need to approve the Resolution for the appointment.

**Resolution-Columbia County Service Delivery Strategy Extension:** The Service Delivery Strategy with Columbia County and the City of Grovetown is up for renewal February 28, 2016. Every 10 years the County and Cities must renegotiate the agreement. It lays out which governments provide which services and is designed to address concerns related to duplication of services and other intergovernmental issues. The Resolution would extend the existing agreement 120 days. Currently Harlem and Columbia County are making no amendments. Council will need to approve the Resolution in order proceed.

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

As there was no further business for discussion, Mayor Pro tem Thigpen made the motion to adjourn the meeting for a short break and to return to the Regular meeting; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, 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, Georgia met for their Regular meeting on Monday, February 22, 2016 at the Public Safety Building following the Work Session that was held at 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem John Thigpen, Councilmember Daniel Bellavance, and Councilmember Jennifer Bennett; COUNCIL STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Adam Nelson; ABSENT: Councilmember Gregg Stokes; CITY DEPARTMENT HEADS: Robert Fields, Public Works Director; Chuck Meadows, Police Chief; and Tripp Lonergan, Fire Chief.

The meeting was called to order by Mayor Culpepper at 6:54 p.m.

**Approve Agenda:** Mayor Pro tem Thigpen made the motion to approve the Agenda as written; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett and Thigpen voting in the affirmative.

**Approval of the Minutes:** Councilman Bellavance made the motion to approve the Called and Regular meeting and Executive Session minutes for the month of January 2016; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, and Thigpen voting in the affirmative.

UNFINISHED BUSINESS:

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

NEW BUSINESS:

**Retirement Plan Amendment Resolution and Adoption Agreement:** Mayor Pro tem Thigpen made the motion to approve the Resolution and Adoption Agreement for the City of Harlem's 401(a) Defined Contribution Plan; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmember's Bellavance, Bennett, and Thigpen voting in the affirmative.

**2015 Budget Amendment Resolution:** Mayor Pro tem Thigpen made the motion to approve the 2015 Budget Amendment Resolution as presented; 2<sup>nd</sup> by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett and Thigpen voting in the affirmative.

**Proclamation-Woman's Club:** Councilmember Bellavance made the motion to approve the Proclamation recognizing February 23<sup>rd</sup> as Harlem Woman's Club Day; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, and Thigpen voting in the affirmative.

**Resolution-Indigent Defense Attorney Appointment:** Mayor Pro tem Thigpen made the motion to approve the Resolution appointing Brandon Dial as the city's Indigent Defense Attorney; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett and Thigpen voting in the affirmative.

NEW BUSINESS (cont'd):

**Resolution-Columbia County Service Delivery Strategy Extension:** Mayor Pro tem Thigpen made the motion to approve the Resolution extending the current Service Delivery Strategy agreement with Columbia County and the City of Grovetown 120 days; 2<sup>nd</sup> by Councilmember Bennett. Motion carried with Councilmember Bellavance, Bennett and Thigpen voting in the affirmative.

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

**Department Reports:** The following departments gave reports for the month of January 2016:

Public Works Department	Robert Fields, Public Works Director
Police Department	Chuck Meadows, Police Chief
Fire Department	Tripp Lonergan, Fire Chief
Administrative Department	Jason Rizner, City Manager

**Announcements:**

February 25	HPC Meeting; 6:30 p.m.; City Hall (change; Conceptual Review only)
March 1	Planning Commission Meeting; 6:00 p.m.; Public Safety Building (cancelled)
March 5	Fire Department Fundraiser-Pick up Boston Butts
March 24	HPC Meeting; 6:30 p.m.; Public Safety Building
March 28	Work Session/Council Meeting; 6:30 p.m.; Public Safety Building

**Executive Session:** Executive Session was not held.

As there were no further items for discussion, Councilmember Bennett made the motion to adjourn the meeting; 2<sup>nd</sup> by Mayor Pro Thigpen. Motion carried with Councilmember Bellavance, Bennett, and Thigpen voting in the affirmative. The meeting adjourned at 7:19 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk