

**FEBRUARY 19, 2007
CITY OF SENOIA
CITY COUNCIL MEETING
7:00 PM**

VISITORS: John Thompson, Rebecca Neill, Sam & Suzanne Helfman, Christine Cox, Gail Downs, Bill Roy, Sarah Campbell, Bob Werner, Wayne Gordon and Chief Bennett

COUNCIL PRESENT: Belisle, Graham & Owens

COUNCIL ABSENT: Grover & Harrison

1. CALL TO ORDER/WELCOME VISITORS

Mayor Belisle called the meeting to order, welcomed visitors and asked that all cell phones be turned off or muted. Mayor Belisle asked C. Graham to read a resolution honoring and congratulating Debra J. Volk for completing the required training, courses and exams to achieve the status of Certified Municipal Clerk. Mrs. Volk was then presented a bouquet of flowers. C. Graham made motion to approve the resolution as read & was 2nd by C. Owens. Motion carried unanimously. Mrs. Volk thanked Mayor and Council for this recognition and the flowers received.

2. APPROVAL OF FEBRUARY 5, 2007 COUNCIL WORKSHOP MINUTES

C. Owens made motion to approve the February 5, 2007 workshop minutes as presented & was 2nd by C. Graham. Motion carried unanimously.

**APPROVAL OF FEBRUARY 5, 2007 PUBLIC HEARING MINUTES
(ZONING FOR HISTORICAL DEVELOPMENT VENTURES)**

C. Owens made motion to approve the February 5, 2007 HDV Public Hearing minutes as presented & was 2nd by C. Graham. Motion carried unanimously.

**APPROVAL OF FEBRUARY 5, 2007 PUBLIC HEARING MINUTES
(ZONING FOR SPRINGDALE SUBDIVISION/PHASE D)**

C. Graham made motion to approve the February 5, 2007 Zoning/Springdale Public Hearing minutes as presented & was 2nd by C. Owens. Motion carried unanimously.

APPROVAL OF FEBRUARY 5, 2007 COUNCIL MINUTES

C. Owens made motion to approve the February 5, 2007 Council minutes as presented & was 2nd by C. Graham. Motion carried unanimously.

3. ADMINISTRATIVE/FISCAL MATTERS

A. GMA Natural Gas Contract

Mr. Ferry explained that GMA provided a service of competitive pricing for natural gas service and has offered Senoia the opportunity to participate. Currently the City is paying \$1.39 per therm and by entering into the contract the City will save \$.51 per therm. C. Owens made motion to approve the GMA natural gas contract & was 2nd by C. Graham. Motion carried unanimously.

B. Procurement Policy

Mr. Ferry stated that the City needs to update the procurement procedure and reviewed the policy from the City of Decatur, with some minor changes. Mayor Belisle suggests deleting the requirement for advertising in the legal organ (section B-3) and instead, place on City web site and the GMA site. Mr. Ferry added that our legal organ resulted in few bids and stated that the GLGA site is highly viewed and would result in a larger response. Mr. Whalen stated that projects over \$100,000 need to be placed on the State maintained web site. C. Graham suggested all those over \$100,000 be placed with the legal organ as well. Regarding the purchase of goods, Mr. Ferry referred to page 2, under B-1: *Solicitation of Vendors and Submission of Bids* (competitive pricing), stated that a specific amount will need to be determined and recommends \$10,000. Mayor and Council indicated that they are comfortable with the \$10,000 figure. Regarding C-1: *Decentralization of Purchasing Authority*, Mr. Ferry continued to suggest Department Heads be authorized up to \$1,000 (was \$300.00) and obtain City Administrator approval up to \$5,000 on budgeted items. Any item above \$5,000 shall be placed on a consent agenda and those outside the scope of the approved budget shall receive the authorization of Mayor and Council. After short discussion, Mayor Belisle made motion to approve the Procurement Procedures with the changes discussed above & was 2nd by C. Graham. Motion carried unanimously.

C. Park Surface Bid(s)

Mr. Ferry reminded all that on June 5th Council approved \$134,000 for equipment and surfacing at the Seavy Street Park. With the equipment costing \$93,000 this leaves \$40,000 for surfacing. Bids were requested and received for the surfacing and Mr. Ferry informed all that the low bidder was Swartz Associates, Inc. at \$33,650. After short discussion Mayor Belisle made motion to approve the bid from Swartz Associates, Inc. for the surfacing at the Seavy Street Park at \$33,650 & was 2nd by C. Owens. Motion carried unanimously.

D. Scheduling Ordinance Workshop

Mayor and Council have scheduled an ordinance workshop for Friday, March 23rd at 8:00 am to be held at City Hall.

4. NEW BUSINESS

A. COA for 99 Coweta Street-Accessory Structure

C. Owens made motion to approve the COA for an accessory structure at 99 Coweta Street & was 2nd by C. Graham. Motion carried unanimously.

B. COA for 766 Willow Dell Drive-Fence

C. Graham made motion to approve the COA for a fence at 766 Willow Dell Drive & was 2nd by C. Owens. Motion carried unanimously.

C. Library "Read Across America" Proclamation

Mayor Belisle made motion to approve the proclamation identifying March 2, 2007 as "Read Across America" Day and was 2nd by C. Owens. Motion carried unanimously.

5. OLD BUSINESS

6. APPEARANCES FROM THE FLOOR

Rebecca Neill of 481 Pylant Street asked for an update on the new recorder that “mysteriously stopped working” last year when she had requested a copy of taped minutes and was told there were none. Mr. Ferry stated that it was a brand new machine and we were unfamiliar with the workings of it at that time. Mayor Belisle stated that it was a simple case of “human error”, and that the machine was not properly turned on. Ms. Neill then asked if there is a public record of the profits made from the Christmas Tour of Homes sponsored by the Downtown Development Authority, “what happened to the money and what it is used for”. Mr. Ferry stated that the City has not received a report of money raised. C. Owens added that the DDA is not required to report to Council and suggested Ms. Neill contact the DDA Chair Ms. Suzanne Helfman for a record of minutes and any money raised.

7. ANNOUNCEMENTS

- **Planning Commission Meeting February 20, 2007**
- **Town Hall Meeting April 26th Senior Center/Howard Road**
- **Annual GMA Convention in Savannah-June 23-26, 2007**

8. ADJOURN

C. Owens made motion to adjourn the February 19, 2007 City Council meeting & was 2nd by C. Graham. Motion carried unanimously.