

SOUTH FULTON CITY COMMISSION  
SOUTH FULTON, TENNESSEE  
May 31, 2006

AGENDA

- A. FIRST READING ORDINANCE #2006-7 (ESTABLISH COURT COSTS & MAXIMUM FINES AND DELETING ORDINANCE #2006-5 IN ITS ENTIRETY)
- B. FIRST READING ORDINANCE #2006-8 (CALL AN ELECTION)
- C. CITY MANAGER REQUEST FOR SCANNER SOFTWARE PURCHASE
- D. BUDGET WORKSHOP

MINUTES

CALL TO ORDER

The meeting was called to order by Mayor David James on Wednesday, May 31, 2006 at 8:00 a.m. in the Harvey Vick Community Room of the South Fulton Municipal Complex.

ROLL CALL BY RECORDER

Roll call was taken by City Recorder Debbie Beadles. Present were David James, Ron Haskins, R K Kane, Thomas Pettigrew, Kathy Dillon, Karl Ivey. There were no citizens and one media personnel present.

BUSINESS

FIRST READING ORDINANCE #2006-7 (ESTABLISH COURT COSTS & MAXIMUM FINES AND DELETING ORDINANCE #2006-5 IN ITS ENTIRETY)

Commissioner Kane moved to approve first reading of Ordinance #2006-7 (ordinance to establish court costs and maximum fines and deleting Ordinance #2006-5 in its entirety). Commissioner Pettigrew seconded the motion. All voted aye. Motion carries.

FIRST READING ORDINANCE #2006-8 (CALL AN ELECTION)

Commissioner Kane moved to approve first reading of Ordinance #2006-8 (ordinance to call an election to elect city commissioners). Commissioner Pettigrew seconded the motion. All voted aye. Motion carries.

CITY MANAGER REQUEST FOR SCANNER SOFTWARE PURCHASE

Ms. Dillon requested a multi-document scanner to network with her computer. She stated the present copier is multi-faceted and scanner could be purchased through Roundtree Business Systems (presently leasing copier from this company) at a cost of \$1156.00. She stated the board should also look into a fire proof vault off-site for city records.

Commissioner Kane moved to authorize the purchase of scanner software from Roundtree Business Systems at a cost of \$1156.00. Commissioner Pettigrew seconded the motion. All voted aye. Motion carries.

#### BUDGET WORKSHOP

Ms. Dillon stated the medical insurance has been extended for thirty days with renewal date of July 1. She recommended deleting position of bookkeeper in the city office and outsourcing the accounting and payroll services.

Ms. Dillon stated the county owns properties inside the city limits that are not being maintained. She stated Mayor Long wants the inmates that city has been using to maintain these properties while in the charge of the city.

Ms. Dillon stated there has been a problem with inmate help recently. She stated two city employees supervise the inmates. She stated an inmate was caught with marijuana and claimed to have received it from the city employees. The city employees no longer want to supervise the inmates. She stated the cost for feeding the inmates and fuel to pickup the inmates and return them to the county facility would off-set costs of hiring a part-time employee (about 20 hours per week) to mow.

Commissioner Haskins moved to advertise for part-time seasonal person to mow, 20 hours per week at a rate of \$8.00 per hour. Commissioner Kane seconded the motion. All voted aye. Motion carries.

Ms. Dillon stated Stanley Jones Corp only sent 20% of their tax payments to the city this year. She stated the county mayor calls for auction of properties delinquent in taxes and should be done annually, but has not been done that way in the past. She stated for accounting purposes, she will remove Stanley Jones Corp from real and personal property taxes. She stated state has not completed their budget so she left amounts for revenue sharing the same as last year.

Ms. Dillon stated board should consider annexation of properties outside the city limits if residents are receiving all city services. She stated a reasonable amount of time to provide services is five years.

Ms. Dillon stated revenues for business tax is behind about \$5000 and Carolyn Garmon is checking on this and sending out notices to delinquent customers. She stated city sticker revenues are down about \$13,000 and demolition and building permits are hard to enforce. Ms. Dillon also stated there are several line items in the budget that need to be moved such as Rural Fire should be moved to General fund, loan and interest payments to First State Bank have been charged to incorrect numbers, fire department grants, etc. She stated she would work with city recorder to get this information correct.

Ms. Dillon stated the city is currently paying about \$20,000 for maintenance contract with Local Government for computer software support. She stated this expense could be eliminated if city contracts bookkeeping and payroll services. She stated she will look into an hourly rate for utility services support.

Ms. Dillon recommended contracting with Karl Ivey at an hourly rate of \$110.00 and that Mr. Ivey would accept work only from city manager or mayor.

Ms. Dillon stated the budget includes no pay increases, no uniform allowance for administrative personnel, and no Christmas bonus for commissioners, attorney, and judge. She stated full-time police, fire, public works personnel (not dispatcher) could bring receipt for boot purchase to be reimbursed \$35.00 per fiscal year.

Commissioner Haskins moved to offer contract to Attorney Karl Ivey not to exceed \$110.00 per hour and that he only accept work from city manager or mayor. Commissioner Kane seconded the motion. All voted aye. Motion carries.

Commissioner Kane moved to eliminate bookkeeping position and bid out all bookkeeping services. Commissioner Haskins seconded the motion. All voted aye. Motion carries.

Ms. Dillon will draw up city manager contract for commission review and approval. The next meeting is scheduled for Monday, June 12 at 4:00 p.m. in the Harvey Vick Community Room. Items on the agenda will include 1) natural gas system appraisal, 2) bond committee recommendation, 3) citizens advisory committee, 4) city manager contract, 5) city attorney contract, 6) budget workshop.

Mr. Ivey stated at the last school board meeting, for public record, the board voted to give back to the city the property they were leasing (football field on Smith Street).

#### ADJOURNMENT

Commissioner Kane moved to adjourn at 1:50 p.m. Commissioner Haskins seconded the motion. All voted aye. Motion carries.

ATTEST: \_\_\_\_\_ APPROVED BY: \_\_\_\_\_  
RECORDER MAYOR