

CITY OF HAWTHORNE

COMMISSIONERS:

Eleanor Randall, Mayor
William Carlton, Vice Mayor
DeLoris Roberts
Harry Carter
Matthew Surrency

INTERIM CITY MANAGER:

Linda Rice Chapman
CITY CLERK:
LaKesha H. McGruder

INTERIM CITY ATTORNEY:

Audrie Harris

REGULAR COMMISSION MEETING
SEPTEMBER 14, 2009
MINUTES

A. Call to Order

Mayor Randall called the Regular Commission Meeting to order at 6:30PM. Commissioner Roberts offered the Prayer and Commissioner Carter led the Pledge of Allegiance.

Board Present: Mayor Randall, Vice Mayor Carlton, Commissioners Carter, Roberts and Surrency. Staff Present: Interim City Manager Linda Chapman, City Clerk LaKesha McGruder, Interim City Attorney Audrie Harris.

B. Approval of Minutes

Moved to approve the August 4, 2009 and August 26, 2009 minutes.

Motion- Vice Mayor Carlton Second- Commissioner Surrency

Vote- 5-0

C. Recognitions & Guest**(1) Ms. Janine Harris of Elder Affairs Communities for a Lifetime**

Ms. Harris asked the Commission Board to pass a Resolution supporting Communities for a Lifetime. This program will work with the City of Hawthorne to make improvements in housing, transportation or what ever the Commission Board sees necessary to help their community.

Moved to moved Resolution 2009-22 to item C1.

Motion- Commissioner Roberts Second- Commissioner Carter

Vote- 5-0

Interim City Attorney Harris read Resolution 2009-22 by title only.

Commissioner Roberts read some positive comments from the Hawthorne survey for Elder Affairs Communities for a Lifetime.

No motion made.

(2) Proclamation

Mayor Randall read a Proclamation for Mr. Buddy Elmore honoring him for his time and efforts toward the City of Hawthorne Recreation Department for our youth.

(3) Recognition

Mayor Randall recognized Interim City Planner Kelly Moosbrugger for researching and finding ways to get the City of Hawthorne a waiver that states the City of Hawthorne do not need matching funds for our grants.

D. Committee Reports / Appointments

(1) CRA Board Members

Interim City Manager Chapman- We received two applications from citizens who wish to serve on the CRA Board, Ms. Memory Stewart and Mr. Richard Moore.

Moved to accept the application for the CRA Board from Ms. Memory Stewart.

Motion- Commissioner Surrency Second- Commissioner Roberts
Vote- 5-0

Moved to accept the application for the CRA Board from Mr. Richard Moore.

Motion- Commissioner Surrency Second- Vice Mayor Carlton
Vote- 5-0

(2) Planning & Zoning Board Members

Interim City Manager Chapman- We have not received any applications for this board. Mayor Randall replied asking if anyone is interested in serving on this board to please submit your name to City Hall.

(3) Charter Review Advisory Board Member

Interim City Manager Chapman- We are trying to find someone to replace Mr. George Pinkney for the Charter Review Advisory Board and if anyone is interested to please submit your name to City Hall. The Charter Review Advisory Board reviews the Charter every 5 years and is not scheduled to review the current Charter until December 2010.

E. Public Hearings, Ordinances and Resolutions

(1) 2009-21 Final Tax Levying Budget F/Y 2009/10 Ordinance

Interim City Attorney Harris read Ordinance 2009-21 by title only.

Moved to adopt Ordinance 2009-21 on the 1st reading adopting the Final Levying of Ad Valorem Taxes.

Motion- Commissioner Surrency Second- Commissioner Carter

Discussion- Interim City Manager Chapman gave a quick overview of the FY 09/10 budget. She also added taxes were not raised and the milage will remain the same.

Vivian Wagner added the City has accomplished more in the past 6 months than we have in the last 16 years and wants to thank Linda Chapman for that.

William Saputo asked if the new budget had any money for road repairs. Interim City Manager Chapman informed Mr. Saputo the Interim City Planner and the Public Works Supervisor is working on a map of the roads in the City that need repair. Interim City Manager Chapman asked Mr. Saputo to leave his contact information with the City Clerk and she will contact him tomorrow.

Vote- 5-0

(2) 2009-22 Adoption of the F/Y 2009-10 Budget

Interim City Attorney read Ordinance 2009-22 by title only.

Moved to adopt Ordinance 2009-22 on 1st reading adopting the 2009/10 Budget.

Motion- Commissioner Surrency Second- Vice Mayor Carlton

Discussion- Commissioner Carter informed the Interim City Attorney the wrong date was in the 3rd paragraph of the Ordinance.

Ellen Vause- Advisory Panel did a comparison of the budget with previous budgets and did not notice any red flags.

Moved to adopt Ordinance 2009-22 on 1st reading with amendments changing the dates in paragraph 3.

Motion- Commissioner Surrency Second- Commissioner Carter

Vote- 5-0

F. Regular Agenda

(1) Al Davis Contract changes

Interim City Manager Chapman- The new contract for Code Officer Al Davis will run from December 7, 2009-December 6, 2010. Mr. Davis agreed to allow the City to remove the roll-over provision in his contract and has agreed to the new one year contract. Interim City Attorney Harris asked for the opportunity to view the contract before it is approved to go over the liability aspects. Interim City Manager Chapman replied all contracts go to the Interim City Attorney before they go to the Commission Board. She will bring back the contract with the changes suggested by the Interim City Attorney.

(2) Water Bill Adjustment Policy

Interim City Manager- The Commission Board needs to establish a fair policy for dealing with customers who complain their water is too high because of a leak. Staff recommended; denying adjustments, instituting a flat fee for adjustments, requiring proof of repairs from a licensed plumber, or whatever the Commission Board believes is a fair policy. The Commissioners and citizens gave their personal opinions concerning adjusting water bills. No

action was taken. Mayor Randall asked Interim City Manager Chapman to do more research and bring it back before the Commission Board.

(2a) Water Theft

Interim City Manager Chapman- Someone has been stealing water from the City's fire hydrants. She encouraged everyone to contact City Hall or call 911 when they see anyone taking water from the hydrants. All Commissioners agreed when someone purchases water from the hydrants they need to contact City Hall first so they can produce a receipt of purchase if anyone sees them. Ellen Vause suggested taken photos if possible and that can be used as evidence.

(3) Hogfest

Interim City Manager Chapman- Would like permission for the City to partner with the Community and run the concession stand to sell candy and drinks at the Hogfest.

Heather Surrency announced the Hogfest will take place on October 10, 2009 at 9:00AM-6:00PM at the City Recreation Department. This is the 6th year this event has taken place.

Commissioner Roberts replied she is glad the Interim City Manger is partnering with the Hogfest, but would like to see the City partner with the Hawthorne Homecoming as well. Interim City Manager Chapman stated she has asked Public Works Supervisor Bill Cuthbert to volunteer on the Homecoming Committee to represent the City.

Moved to approve the City to partner and participate with the Hogfest.

Motion- Commissioner Surrency Second-Vice Mayor Carlton

Vote- 5-0

(4) Charter Review Advisory Board

Interim City Manager Chapman- Suggested putting this item on the next meeting agenda and hopefully by then we would have someone to replace Mr. Pinkney.

(5) Waldo Property

Interim City Manager Chapman- Chief Szabo pledge to return our remaining property or pay fair market value and they have not contacted us to do so. Recommends sending a letter signed by the entire Commission Board asking them to return our property for the City's auction.

● Page 5

Moved to instruct staff to contact Waldo to find out where they are at with returning our property or paying fair market value on the property, and if that don't work have the Mayor to draft a letter to send them.

Motion- Commissioner Surrency Second- Vice Mayor Carlton

Vote- 5-0

Commissioner Roberts stated we need a deadline since Waldo has taken so long to return the property. Interim City Manager Chapman stated she will do it immediately and have it for the next meeting.

(6) Donna Mayes

Interim City Manager- Former City Manager Shryock had approved the City to advance Donna Mayes pay when she was out when her husband fell ill and she owes the City money and would like direction from the Commission Board as to what they would have her to do. The Commissioners gave their personal opinion and they all agreed Donna served the City well and this is a touchy situation.

Moved to waive the fees for Donna Mayes because of her lengthy service rendered to the City of Hawthorne.

Motion- Commissioner Surrency Second- Commissioner Carter

Vote- 5-0

(7) Water Tower Financing

Interim City Manager Chapman- The City was turned down for a loan from Southeast Rural Community Assistance Project, and also from Alarion Bank because the City will not transfer all of our accounts to their bank. We do have a loan application in place with M&S Bank and another application with Municipal Services Group with great terms.

Moved to allow the Interim City Manager to pursue the best deal for the City with financing.

Motion- Commissioner Surrency Second- Commissioner Carter

Discussion- Commissioner Carter questioned who is Municipal Service Group? Interim City Manager Chapman said it was brought to her by Utility Services, Inc, who maintains our Water Tower. Ellen Vause asked if we fail to get a loan is there enough money for the City to pay for it? Interim City Manager Chapman stated she was not sure because we must still pay the other half for the new software. Ms. Diane Sholtz, of the Governor's Office has also been assisting us in finding financing to cover this.

Vote- 5-0

(8) Utility Services

● Page 6

Interim City Manager Chapman- This is a roll over contract. She is in the process of renegotiating better terms for the City and it has been turned over to the Interim City Attorney who is working on the contract. This was a 5 year contract when the City entered into this. The water tank was never serviced and they were charging the City \$14,800 for the first 4 years. We need to give notice that we will not be renewing the current contract by October 4, 2009.

Moved to approve the cancellation notice.

Motion- Commissioner Carter Second- Vice Mayor Carlton

Discussion- Commissioner Surrency suggested we look into putting in the maintenance agreement for the 2nd tower also so they can maintain them both at the same time.

Vote- 5-0

(9) Cell Phone

Interim City Manager Chapman- Mayor Randall has a city cell phone that she insists on paying the bill herself. Interim City Manager Chapman suggested the City pay these charges. Commissioner Roberts read a letter addressing cell phone accusations when she was Mayor to be placed in the city records for formality. Mayor Randall said it should be a Commission Board decision, but she is willing to pay the bill herself.

Moved to approve the cell phone usage for the Mayor's position effective immediately to be used for city business only and to instruct staff to do a written policy on cell phone usage for the Mayor's position.

Motion- Commissioner Roberts Second- Commissioner Surrency

Vote- 5-0

G. Citizen Comments

Heather Surrency- City Manager Search Committee has narrowed the list down to the final 8 candidates. She would like to schedule a workshop between the Commission Board and the City Manager Search Committee. All Commissioners agreed this has been a long process and a decision needs to be made. After a lengthy discussion Mayor Randall informed the Board they will have a copy of the final 8 candidate resumes in their box on Wednesday.

Moved to schedule a workshop with the City Manager Search Committee on Tuesday, September 22, 2009.

Motion- Commissioner Surrency Second- Commissioner Carter

Vote- 5-0

I. Reports

● Page 7

Interim City Manager- Summarized some of things she is currently working on. Reminded the Commissioners of the September 29, 2009 Museum Workshop at the Museum at 10:00AM. Other issues were stop signs, changes in the Recreation Department, Magistrate Contract cancelled, only received one response out of 14 RFP's from auditors, currently updating contract files, water surcharge, software update, release from GRU contract with fire radios, update on injured worker, new play ground equipment at the Recreation park, master plan of street repairs.

Interim City Attorney Harris- Only have two contracts: Code Officer and Utility Services. She did finalize the language on the Recreation Signup forms to protect the City. Will submit information on the P&Z to City Hall before the P&Z Meeting. First Methodist Church contacted her about the street paving of SE 66th Avenue. The Church would like to make renovations in that area. Interim City Attorney asked if anyone remembers why the City paved that street to please contact City Hall.

Mayor Randall- September 26, 2009 Clean up at the Recreation Park from 8:00AM-3:00PM. Chamber Social September 24, 2009 from 4:30PM-6:30PM.

Commissioner Carter- Asked the Interim City Manager to look into fixing the city's grader and finding a dump truck. Commissioner Carter also suggested looking into the process of hiring a City Attorney. Interim City Manager Chapman suggested the new City Manager should be in place before hiring a permanent City Attorney.

Commissioner Roberts- Update on her surgery and thanked everyone for calls and prayers. The cracked window at the fire station needs repaired. Look into getting calendars from schools so we will know what's going on at the local schools. Will like to serve on the SAC Committee and the Regional Planning Committee.

Vice Mayor Carlton- City is paying over \$900 per month on a fire truck we are not using. We need to sell it. Interim City Manager Chapman replied she is trying to sell the fire equipment and preparing for our auction.

Commissioner Surrency- Received a complaint the light tower at City Plant does not work. He did check on it and it does work. He would like to see voluntary annexation changes on the next agenda. Encouraged everyone to report street lights that don't work at night. He has noticed several dark spots in the City. He would like to move on the youth council while school is in session. Mayor Randall said she has no problem with him moving forward on developing the youth council. Commissioner Surrency also asked for an update on the changes to City Hall approved by the CRA Board. Interim

● Page 8

City Manager Chapman said Interim City Planner Kelly Moosbrugger left early today for soccer practice and she would speak with her about it.

J. Adjourn

Moved to adjourn the Regular Commission Meeting at 9:30PM

Motion- Vice Mayor Carlton

Second- Commissioner Surrency

Vote- 5-0

These minutes of the Regular Commission Meeting are submitted for approval.

LaKesha H. McGruder, City Clerk

Eleanor Randall, Mayor