

City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329

Minutes of Council Meeting  
Council Chambers – 1214/2012 – Called Special Meeting

CALL TO ORDER

A Called Special Meeting of the City of Springfield Mayor and Council was held on Friday December 14, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 11:05 a.m. by Mayor Barton Alderman.

MAYOR BARTON ALDERMAN AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:

Charles Hinely  
Kenny Usher  
Gary Weitman

Troy Allen arrived later in the meeting. Steve Shealy was unable to attend this meeting. A quorum of Council was represented at this meeting.

ALSO PRESENT:

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, City Attorney  
Paul Wynn, Police Chief  
Travis Zittrouer, Fire Chief

GUEST PRESENT:

No guests were present.

DISPENSE WITH THE REGULAR ORDER OF BUSINESS

Mayor Barton Alderman dispensed with the regular order of business.

CONSIDERATION FOR A MOTION TO APPROVE THE AGENDA

**MOTION:** Usher made a motion to approve the Agenda.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

OLD BUSINESS

CONSIDERATION FOR APPROVAL OF AN ORDINANCE (# 2012-18) PROVIDING FOR THE ADOPTION OF 2012 FIRE FEES

**MOTION:** Weitman made a motion to approve an Ordinance to set fire fees for residential at a flat \$60 fee, Commercial at two cent (\$0.02) per square foot with the minimum fire fee being \$150, and Tax Exempt at three cent (\$.03) per square foot with the minimum fire fee being \$150.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

Council Member Troy Allen arrived at 11:10 a.m.

CONSIDERATION FOR APPROVAL OF AN ORDINANCE (# 2012-19) TO AMEND PART II, CHAPTER 11 – EMERGENCY MANAGEMENT AND EMERGENCY SERVICES – ARTICLE II – ALARM SYSTEMS, TO PROVIDE FOR PENALTIES, ETC. (False Alarms)

**MOTION:** Usher made a motion to approve an Ordinance to amend part II, Chapter 11 – Emergency Management and Emergency Services – Article II – Alarm Systems, to provide for penalties, etc.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

MOTION TO ADJOURN THIS MEETING

**MOTION:** Hinely made a motion at 11:12 a.m. to adjourn this meeting.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

**01/08/2013 – Minutes Approved**

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**01/09/2013 Posted on Website**

**City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329**

Minutes of Council Meeting  
Council Chambers – 12/11/2012 – Regular Meeting

**CALL TO ORDER**

A Regular Meeting of the City of Springfield Council was held on December 11, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:03 p.m. by Mayor Barton Alderman.

**MAYOR BARTON ALDERMAN AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Troy Allen	Charles Hinely
Steve Shealy	Kenny Usher
Gary Weitman	

A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, City Attorney  
Amber Lancaster, Accounting Clerk  
Paul Wynn, Police Chief  
Travis Zittrouer, Fire Chief  
Matthew Morris, Public Works Director

**GUEST PRESENT:**

Keith Johnson  
Bonny Gnann  
David Gnann  
Joyce Alderman  
Charlie Brown  
Chris Snyder  
Paul Lindsay

**INVOCATION** – Given by Weitman

**PLEDGE OF ALLEGIANCE** – Led by Mayor Alderman

**APPROVAL OF AGENDA**

**MOTION:** Usher made a motion to add to the Agenda the amendment to the Personnel Policy reference PTO to as item "d" under Old Business and approve the Agenda as Amended.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**APPROVAL OF MINUTES**

**MINUTES OF THE 11/13/2012 REGULAR MEETING**

**MOTION:** Usher made a motion to approve the minutes of the 11/13/2012 Regular Meeting.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**MINUTES OF THE 11/28/2012 CALLED SPECIAL MEETING**

**MOTION:** Hinely made a motion to approve the minutes of the 11/28/2012 Called Special Meeting.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**MINUTES OF THE 11/28/2012 BUDGET WORKSHOPS (SPLOST AND WATER/SEWER)**

**MOTION:** Weitman made a motion to approve the minutes of the 11/28/2012 SPLOST and Water/Sewer Budget Workshop.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**MINUTES OF THE 12/04/2012 CALLED SPECIAL MEETING**

**MOTION:** Usher made a motion to approve the minutes of the 12/04/2012 Called Special Meeting.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**PUBLIC COMMENTS**

Chris Snyder – Remarkd as to his perception of drug traffic on Stillwell Road. He asked that this be entered into public record. He also remarked about debris in the front yard of a residence on Stillwell Road.

Bonnie Gnann - Thanked the Fire Dept for what they do. She expressed concerns of fire fees being raised and the impact upon small businesses. She suggested Theatre money goes toward fire dept.

Paul Lindsay – Expressed that his business has gone through some dry spells and that this year has been the worse year he has had. He shared Ms. Gnann's theory that maybe money could come from somewhere else, but feels that the Theatre does need the support they need and he would like to move forward with the Mars Theatre project.

**NEW BUSINESS**

**INTRODUCTION OF A "FALSE ALARM ORDINANCE" IMPLEMENTING A FEE FOR RECURRING FALSE FIRE AND BURGLAR ALARMS.**

Discussion: Bennett advised that this is an introduction and charges a fee to those who have recurring false alarms. Usher requested that Life Alert be implemented as an exception in this Ordinance.

Bennett will add some wording in which this may be addressed in the ordinance whereby it may be considered for final approval at next meeting.

**CONSIDERATION FOR APPROVAL OF 2013 HOLIDAY SCHEDULE**

**MOTION:** Allen made a motion to approve the City of Springfield 2013 Holiday Schedule.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION FOR APPROVAL OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF SPRINGFIELD, EFFINGHAM COUNTY, THE CITY OF RINCON, AND THE CITY OF GUYTON REFERENCE AN EXCISE TAX ON THE SALE AND USE, STORAGE, OR CONSUMPTION OF ENERGY ("ENERGY EXCISE TAX") WHEN SUCH SALE, USE, STORAGE, OR CONSUMPTION WOULD HAVE CONSTITUTED A TAXABLE EVENT FOR PURPOSES OF THE SALES AND USE TAX**

Discussion: Bennett explained the importance of sales and use tax.

**MOTION:** Usher made a motion to approve the intergovernmental agreement reference an excise tax.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

Authorize the Mayor and/or City Manager to sign with minor revisions.

**MOTION:** Allen made a motion to authorize the Mayor and/or City Manager to sign the intergovernmental agreement so long as only minor revisions are made.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION FOR APPROVAL OF AN APPLICATION FOR CONDITIONAL USE AT THE PROPERTY LOCATED AT 801 N OAK ST REQUESTED BY RICK RAFTER (THE RAFTER LAW FIRM)**

Attorney Rafter appeared before the Mayor and Council. A discussion followed. Rafter discussed that for this type of business the parking would need to be at the rear of the house.

**MOTION:** Allen made a motion to approve the application for conditional use at the property located at 801 N Oak Street, requested by Rick Rafter.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION OF AN AGREEMENT WITH THE FOX THEATER INSTITUTE FOR A MATCHING RESTORATION GRANT FOR THE MARS THEATER IN THE AMOUNT OF \$20,000**

Mayor Alderman referenced the information provided in the packet. The Attorney advised that he had reviewed the agreement. Bennett advised that this is in reference to the lobby area. The Fox Theatre Institute is National known.

**MOTION:** Usher made a motion to approve an agreement with the Fox Theater Institute for a matching restoration grant for the Mars Theater in the amount of \$20,000.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION OF A PROJECT LIST FOR 2013 LMIG FUNDS OR TO ESCROW THE FUNDS UNTIL FISCAL YEAR 2014 CALL FOR PROJECTS**

Bennett discussed the "Local Maintenance Improvement Grant" - the number is annually \$23,000. In order to get it this year and use it this year a project would have to be named. Bennett recommends escrowing until we are clearer on the actual project. Bennett pointed out that LMIG funds can be escrowed by the local government for a maximum of three fiscal years for construction of larger projects.

**MOTION:** Weitman made a motion to escrow the funds.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION TO AMEND AGREEMENTS WITH KEITH JOHNSON PROPERTIES, ASSIGNING ALL RIGHTS TO EFFINGHAM WATER SERVICES**

Keith Johnson appeared before the Mayor and Council. Bennett discussed the agreements that were sent out in packets. A new agreement, which Attorney Rafter drew up, was reviewed with Council. The developer will assign all rights to Effingham Water Service. Bennett noted no major change - just who future payments will go to.

**MOTION:** Allen made a motion to amend agreements with Keith Johnson properties, assigning all rights to Effingham Water Services.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION OF AN APPOINTMENT TO THE CITY COUNCIL, FILLING THE UNEXPIRED TERM OF JEFFREY AMBROSE**

Mayor Alderman explained that based on the City Charter the City Council can appoint someone to fill the unexpired term of Jeffrey Ambrose. Mayor Alderman would like names brought back in January 2013 for a possible appointment.

**OLD BUSINESS**

**CONSIDERATION FOR A MOTION TO APPROVE AN ORDINANCE PROVIDING FOR THE ADOPTION OF 2012 FIRE FEES (INTRODUCED AT 12/04/12 MEETING)**

Mayor Alderman read the fire fee schedule. Weitman discussed that fire fees have been discussed over several meetings with options being discussed. Mayor Alderman discussed the reasoning behind this ordinance. Usher advises perhaps a maximum rate.

Bennett reminded Council of the spreadsheet presentation conducted at the last meeting and again that if we pull from one location that we will have to come up with money from other areas.

Bonnie Gnann again spoke of the hardship suffered by local businesses and furniture stores.

Usher began to make a motion but a discussion followed with options being discussed. Mayor Barton suggested an option of dropping the commercial rate to \$.0250 per foot.

**MOTION:** Usher made a motion to set the fees at \$60 residential, commercial at \$0.20 per square foot with the minimum of \$150, and \$.020 per square foot on Tax Exempt with minimum of \$150.

Second: Weitman seconded the motion.

A discussion followed.

**Motion:** Usher made a motion to amend his original motion and to introduce the fees at \$60 residential, \$.020 for commercial, \$.030 for Tax Exempt.

Second: Weitman seconded the motion.

**MOTION PASSED to Introduce Ordinance with updated fees - unanimous without opposition.**

Mayor Alderman stated that we will need to hold a called meeting in which to vote on the passage of the Ordinance Introduced. Council agreed to hold a called special meeting this Friday 12/14/2012 at 11:00 a.m.

**CONSIDERATION FOR A MOTION TO APPROVE AN ORDINANCE (Number 2012-16) PROVIDING FOR THE ADOPTION OF SEWER FEES (INTRODUCED AT 12/04/12 MEETING)**

A brief discussion followed.

**MOTION:** Hinely made a motion to approve, as introduced, the Ordinance providing for adoption of sewer fees.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION FOR A MOTION TO APPROVE A BUDGET ORDINANCE (Number 2012-17) REFERENCE FY2013 GENERAL FUND, SPLOST, AND WATER/SEWER (INTRODUCED AT 12/04/12 MEETING)**

**MOTION:** Weitman made a motion to approve the FY2013 Budget Ordinance as introduced.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION OF AN AMENDMENT TO THE PERSONNEL POLICY – Reference PTO**

Usher advised Attorney Rafter that we need a clear interpretation of “not in good standing” in reference to employee termination. The Amendment to the Personnel Policy reference PTO will be brought back to the January meeting.

**MOTION:** Usher made a motion to table this item until the January meeting.

Second: Shealy seconded the motion.

**MOTION PASSED TO TABLE unanimous without opposition.**

**GENERAL GOVERNMENT**

**REPORTS**

Administration - Reminders for Mayor's Day & Effingham Day – Employee Christmas Luncheon on Friday at noon.

Police Department – The Monthly Police Department Report was provided in Council packets for review. Stillwell Road was briefly discussed. Usher thanked law enforcement on theft and also juvenile offender incidents.

Fire Department – The Monthly Fire Department Report was provided in Council packets for review. False alarm numbers on now on reports for quick review.

Department Liaison - No comments.

Bennett advised that the sewer system is almost all mapped - by Map.

**MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION – Reference Personnel, Land Acquisition, Pending Litigation, and Presentation of Minutes of the 11/13/2012 and 12/04/2012 Executive Sessions.**

**MOTION:** Allen made a motion at 8:11 p.m. to move from the regular meeting into executive session reference personnel, land acquisition, pending litigation and presentation of minutes of executive sessions.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

**MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING**

**MOTION:** Allen made a motion at 9:04 p.m. to move from the executive session back into the regular meeting.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

**APPROVAL OF EXECUTIVE SESSION MINUTES**

**MINUTES OF THE 11/13/2012 EXECUTIVE SESSION (CONFIDENTIAL)**

**MOTION:** Weitman made a motion to approve the minutes of the 11/13/2012 Executive Session.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**MINUTES OF THE 12/04/2012 EXECUTIVE SESSION (CONFIDENTIAL)**

**MOTION:** Hinely made a motion to approve the minutes of the 12/04/2012 Executive Session.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**TAKE ANY ACTION NEEDED ON ITEM(S) FROM THE EXECUTIVE SESSION**

**MOTION:** Allen made a motion to authorize the City Manager to receive the same bonus as he did last year.

Second: Usher seconded the motion.

**Motion passed unanimous without opposition.**

**MOTION TO ADJOURN THIS MEETING**

**MOTION:** Allen made a motion at 9:17 p.m. to adjourn this meeting.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**01/08/2013 – Minutes Approved**

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**12/12/12 Posted on Website**

**City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329**

Minutes of Council Meeting  
Council Chambers – 12/04/2012 – Called Special Meeting

**CALL TO ORDER**

A Called Special Meeting of the City of Springfield Mayor and Council was held on Tuesday December 4, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:00 p.m. by Mayor Barton Alderman.

**MAYOR BARTON ALDERMAN AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

Troy Allen was unable to attend this meeting. A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, City Attorney  
Amber Lancaster, Accounting Clerk  
Matthew Morris, Public Works Director  
Travis Zittrouer, Fire Chief

**GUEST PRESENT:**

C. R. Brown

**DISPENSE WITH THE REGULAR ORDER OF BUSINESS**

Mayor Barton Alderman dispensed with the regular order of business.

**CONSIDERATION FOR A MOTION TO APPROVE THE AGENDA**

**MOTION:** Usher made a motion to approve the Agenda.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

## NEW BUSINESS

### Introduction of an Ordinance providing for the adoption of 2012 Fire Fees

City Manager Brett Bennett discussed the research conducted and provided options. The additional option would present a flat rate per residential unit, with commercial and tax exempt properties being based on a per square foot basis. Bennett displayed a spreadsheet showing the different fees per square foot for commercial and exempt properties. The additional option of an increase in property tax millage rate was also mentioned. Several options of fees per square foot for Commercial and Tax exempt were reviewed. The final review was \$60 Residential, Commercial and Tax Exempt \$150 below 5,000 square foot with three cents per square foot, etc. The discussion followed by either the consideration for acceptance of this type of option or going back to the Ordinance that did not pass at the last meeting. Vacant land can be researched during 2013 for the possibility of adding fire fees, at a later date, to those properties due to the potential of brush fires.

**MOTION:** Weitman made a motion to introduce an Ordinance to set residential at a flat \$60 fire fee, Commercial and Tax Exempt at three cent (\$.03) per square foot with the minimum fire fee being \$150.

Second: Shealy seconded the motion.

A discussion followed. Brett suggested another option that tax exempt could pay more. Council Members were satisfied with the motion made to introduce the Ordinance.

### **MOTION PASSED unanimous without opposition.**

### Introduction of an Ordinance providing for the adoption of Water/Sewer Fees

City Manager Brett Bennett presented a few options of how an increase in Sewer fees could be structured.

**MOTION:** Hinely made a motion to introduce the proposed Ordinance with an increase in sewer fees for Residential and Commercial customers, located inside the city limits, at \$15.60 Base (0-2,000 gallons) \$3.12 per 1,000 gallons (over 2,000 gallons); Residential and Commercial customers, located outside the city limits, at \$31.20 Base (0-2,000) gallons \$3.90 per 1,000 gallons (over 2,000 gallons).

Second: Usher seconded the motion.

### **MOTION PASSED unanimous without opposition.**

### Introduction of a Budget Ordinance reference FY2013 General Fund, SPLOST, and Water/Sewer

The Budget Ordinance was introduced reference the FY2013 General Fund, SPLOST, and Water/Sewer.

**MOTION TO MOVE FROM THE CALLED MEETING INTO AN EXECUTIVE SESSION – Reference Pending Litigation, Real Estate Acquisition, and Personnel**

**MOTION:** Shealy made a motion at 7:46 p.m. to move from the Called Meeting into an Executive Session – reference pending litigation, real estate acquisition, and personnel.

Second: Weitman seconded the motion.

### **MOTION PASSED unanimous without opposition.**

### MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE CALLED MEETING

**MOTION:** Usher made a motion at 8:14 p.m. to move from the Executive Session back into the Called Meeting.

Second: Hinely seconded the motion.

### **MOTION PASSED unanimous without opposition.**

### TAKE ANY ACTIONS NEEDED ON THE ITEM(S) FROM THE EXECUTIVE SESSION

No Actions were taken.

## GENERAL DISCUSSION

A brief general discussion followed on the following: The false fire alarm ordinance, Cedar Creek, the fence for the New Public Works area, the Theatre, and the nuisance ordinance.

### MOTION TO ADJOURN THIS MEETING

**MOTION:** Usher made a motion at 8:32 p.m. to adjourn this meeting.

Second: Weitman seconded the motion.

### **MOTION PASSED unanimous without opposition.**

**12/11/2012 Approved**

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**12/12/12 Posted on Website**

**City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329**

Minutes of Budget Workshops (SPLOST and Water/Sewer)  
Council Chambers – 11/28/2012

**MAYOR BARTON A. ALDERMAN AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Charles Hinely                      Steve Shealy  
Gary Weitman                      Kenny Usher

Council Member Troy Allen was unable to attend.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Amber Lancaster, Accounting Clerk  
Matthew Morris, Public Works Director

**GUEST PRESENT:**

No guests were present.

This workshop started at 7:00 p.m. The following items were discussed:

- The Fiscal Year 2013 SPLOST Budget
- The Fiscal Year 2013 Water/Sewer Budget

The workshop ended at 8:30 p.m.

**12/11/2012 Approved**

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**12/12/12 Posted on Website**

**City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329**

Minutes of Council Meeting  
Council Chambers – 11/28/2012 – Called Special Meeting

**CALL TO ORDER**

A Called Special Meeting of the City of Springfield Mayor and Council was held on Wednesday November 28, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:08 p.m. by Mayor Barton Alderman.

**MAYOR BARTON ALDERMAN AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

Troy Allen was unable to attend this meeting. A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, City Attorney  
Amber Lancaster, Accounting Clerk  
Matthew Morris, Public Works Director

**GUEST PRESENT:**

Pete Lancaster  
Gussie Nease

**DISPENSE WITH THE REGULAR ORDER OF BUSINESS**



Mayor Barton Alderman dispensed with the regular order of business.

REMINDER – BUDGET WORKSHOPS (SPLOST AND WATER/SEWER) WILL IMMEDIATELY FOLLOW THE ADJOURNMENT OF THIS MEETING

Mayor Barton Alderman reminded those present that a FY2013 budget workshop for SPOST and Water/Sewer will follow the close of this meeting.

CONSIDERATION FOR A MOTION TO APPROVE THE AGENDA

**MOTION:** Weitman made a motion to remove item 5b – Reference Ordinance imposing an Excise Tax – from the Agenda.

Second: Usher seconded the motion.

**MOTION:** Hinely made a motion to approve the Agenda as amended.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

NEW BUSINESS

Consideration to select a short list of contractors to submit proposals for the Mars Theater project

City Manager Brett Bennett explained that the selection committee recommended that the contractors that received 90 points and above be given the opportunity to submit a bid. This brings down the list from ten to six.

**MOTION:** Usher made a motion to accept the list recommended by the selection committee who scored 90 points and above, (Choate Construction, Dabbs Williams General Contractors, J.T. Turner Construction, Kieffer Construction, PCI Pioneer Construction, and Philip Kieffer Construction).

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

Introduction of an Ordinance – Imposing an Excise Tax on the sale, use, storage, or consumption of energy

This item was removed from the Agenda.

OLD BUSINESS

Consideration for approval of an Ordinance providing for the adoption of 2012 Fire Fees

The fire fees will be billed on 2012 tax bills. Introduction of this Ordinance was made at the 11/13/2012 Regular Meeting.

Pete Lancaster, owner of three businesses in the downtown area, spoke before the Mayor and Council in opposition of the increase in fire fees reference businesses, (non-residential). Mr. Lancaster suggested that county assessed values could be used with varying fees based on values.

**MOTION:** Usher made a motion to approve an Ordinance providing for the adoption of 2012 Annual Fire Fees of \$55 Residential, \$225 Non-Residential.

Second: Shealy seconded the motion.

A brief discussion followed. Gussie Nease suggested that perhaps a special district for downtown businesses could be considered so fire fees could be adjusted on downtown buildings whereas they would be charged less. Revitalization of the downtown area was briefly discussed.

**MOTION DID NOT PASS by a vote of 2 YES (Shealy and Usher), 2 NO (Hinely and Weitman) resulting in a tie vote, whereby Mayor Alderman broke the tie with a NO vote.**

City Manager Brett Bennett will send out in Council packets a few alternatives for fire fees for consideration, which will include exempt properties, at the Called Special Meeting to be held on Tuesday December 4, 2012 at 6:00 p.m.

CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING

**MOTION:** Weitman made a motion at 6:50 p.m. to adjourn this meeting.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

**12/11/2012 Approved**

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**City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329**

Minutes of Council Meeting  
Council Chambers – 11/13/2012 – Regular Meeting

**CALL TO ORDER**

A Regular Meeting of the City of Springfield Mayor and Council was held on November 13, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:00 p.m. by Mayor Barton Alderman.

**MAYOR BARTON ALDERMAN AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Charles Hinely  
Steve Shealy  
Gary Weitman

Troy Allen and Jeff Ambrose were unable to attend this meeting. Kenny Usher arrived later in the meeting. A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, City Attorney  
Matthew Morris, Public Works Director  
Travis Zittrouer, Fire Chief

**GUEST PRESENT:**

Lynwood Griffin  
Robert Scroggs  
Lon Harden  
Pearl Thomas  
Kim Dudley  
Robert Dudley

**INVOCATION**

The invocation was given by Council Member Gary Weitman.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor Barton Alderman.

**CONSIDERATION FOR A MOTION TO APPROVE THE AGENDA**

**MOTION:** Hinely made a motion to approve the Agenda.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION FOR A MOTION TO APPROVE THE MINUTES**

**Minutes of the 10/09/2012 Public Hearing** (re: Amendment to Zoning Ordinance RO District)

**MOTION:** Weitman made a motion to approve the minutes of the 10/09/2012 Public Hearing.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

**Minutes of the 10/09/2012 Regular Meeting**

**MOTION:** Shealy made a motion to approve the minutes of the 10/09/2012 Regular Meeting.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**Minutes of the 10/24/2012 Called Meeting**

**MOTION:** Weitman made a motion to approve the minutes of the 10/24/2012 Called Meeting.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

#### **APPEARANCES**

**Lon Harden, Chair for the MLK Committee, request consideration for a Parade Permit for the MLK Committee – Parade to be held on January 21, 2013 starting at 10:00 a.m. lasting about one hour (starting at Laurel Street and ending at Fairgrounds)**

Lon Harden appeared before the Mayor and Council requesting the MLK parade permit. He stated that the routes will be the same as the previous years.

**MOTION:** Hinely made a motion to approve the Parade Permit for the MLK Committee.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

**Council Member Kenny Usher arrived at 6:10 p.m. and took his seat with the other Council Members.**

**Robert Scroggs – wishes to discuss codes, ordinances, and zoning**

Robert Scroggs appeared before the Mayor and Council and asked questions about alcohol permits, such as distance requirements, etc.

City Manager Brett Bennett explained that Alcohol Ordinances have been amended from time to time. A brief discussion followed.

This discussion ended with Robert Scroggs leaving the Council Chambers.

#### **PUBLIC COMMENTS**

Kim Dudley commented on the dog control ordinance and expressed concerns in reference to an incident with her dog and another owner's dog. She expressed concerns with enforcement of Ordinances.

City Attorney Rick Rafter advised Ms. Dudley that the officer used his discretion in this matter and that the whole situation has been investigated, and that this is a civil matter between her and the owner of the other dog.

The discussion continued, ending with Kim Dudley leaving the Council Chambers.

#### **NEW BUSINESS**

**Consideration for a motion to accept the resignation of Mayor Pro Tem Jeff Ambrose**

Mayor Barton Alderman read the resignation letter of Jeff Ambrose. Members of Council expressed their appreciation to Jeff Ambrose for his public service.

**MOTION:** Hinely made a motion to accept the resignation of Jeff Ambrose.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

**Consideration for an appointment of a Mayor Pro Tem with term ending date being 12/31/2012**

**MOTION:** Weitman made a motion to appoint Kenny Usher as the Mayor Pro Tem with term ending date of 12/31/2012.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

**Presentation of an Ordinance to establish fire fees in order to be billed on 2012 tax bills**

City Manager Brett Bennett discussed four separate options for fire fees. Bennett explained that fire fees had been billed on water bills in the past and that beginning this year (2012) the fire fees will be placed on tax bills.

**MOTION:** Usher made a motion to present the Fire Fee Ordinance to the public, establishing the fire fees to be presented at \$55 for Residential, \$225 for Non-Residential and including tax exempt properties.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**Consideration for a motion to approve an amendment to the Personnel Policy – Reference PTO (Personal Time Off)**

Brett Bennett explained this amendment clarifies accrual rates for Employee PTO Leave and also offers examples for better employee understanding. A discussion followed. Shealy expressed concerns with a situation such as an employee being terminated for cause

and feels that in those situations no PTO leave should be paid. Attorney Rafter was asked to conduct some further research in order to put a clause in this policy so that if an employee has to be terminated for cause that the terminated employee, leaving not in good standing, would not receive compensation for unpaid PTO leave.

Council Members appeared to agree that when an employee resigns or retires with notice and in good standing that they should be paid accrued PTO leave.

Usher asked that the City Attorney conduct the research and that this amendment be brought back to Council.

**MOTION:** Usher made a motion to table this item until a later meeting.

Second: Shealy seconded the motion.

**MOTION TO TABLE PASSED unanimous without opposition.**

**Consideration for a motion to approve the closure of the “Cost of Issuance Account, Series 2012” checking account and transfer any funds remaining to the “Water/Sewer Reserve for Debt Service” account**

The City Manager explained that State Law requires Council’s vote to close the account. A brief discussion followed.

**MOTION:** Weitman made a motion to approve the closure of the “Cost of Issuance Account, Series 2012” checking account and transfer any funds remaining to the “Water/Sewer Reserve for Debt Service” Account.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**Consideration for a motion to award a contract for fence construction at the new Public Works Building**

Public Works Director, Matthew Morris, discussed the bids received in reference to Public Works Fence Construction. A discussion followed.

**MOTION:** Usher made a motion to award a contract for fence construction at the new Public Works Building to Commercial Fence Contractors at the deducted rate for galvanized fencing resulting in a cost of \$13,475.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**OLD BUSINESS**

**Consideration for a motion to approve an Ordinance (# 2012-13) setting the City of Springfield 2012 Tax Levy at 4.30 mills**

Presentation to the Public was made at the 10/09/12 regular meeting, whereby the five year history of the tax digest advertisement was approved, posted on the City Website, and advertised in the Effingham Herald Newspaper.

**MOTION:** Weitman made a motion to approve an Ordinance setting the City of Springfield 2012 Tax Levy at 4.30 mills.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**Consideration for a motion to approve an Ordinance (# 2012-14) to amend the Zoning Ordinance text creating a Residential Office District (RO); and amending Article III – uses permitted in Districts by creating section 3.9 Residential Office District (RO)**

Presentation to the Public was made at the 10/09/12 regular meeting.

**MOTION:** Hinely made a motion to approve an Ordinance to amend the Zoning Ordinance text creating a Residential Office District (RO); and amending Article III – uses permitted in Districts by creating section 3.9 Residential Office District (RO).

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

**Consideration for a motion to approve an Ordinance (# 2012-15) to amend the Zoning Map establishing a Residential Office District (RO) including 13 properties on Oak Street**

Presentation to the Public was made at the 10/09/12 regular meeting.

Council Member Usher excused himself at 7:23 p.m.

**MOTION:** Weitman made a motion to approve an Ordinance to amend the Zoning Map establishing a Residential Office District (RO) including 13 properties on Oak Street.

Second: Hinely seconded the motion.

Discussion: Shealy expressed a difference of opinion.

**MOTION PASSED** by a vote of 2 YES (Hinely and Weitman), 1 NO (Shealy), and 1 ABSTAIN (Usher).

Council Member Usher returned to his seat at 7:28 p.m.

## **GENERAL GOVERNMENT**

### **Discussion Only – of an Ordinance related to false fire alarms**

Bennett referred to the Council packets that contained reference to a false alarm, Article II Section 11-23. Fees for false alarms (from the City of Springfield Code of Ordinances). This code relates to police response. Bennett suggests that an amendment be made to this Section that could address fire response, possibly with different fees for fire false alarms. The incentive would be to correct faulty equipment, etc. that may be causing false fire alarms. Bennett will also look at neighboring agencies for examples of Ordinances and bring back a suggestion of an amendment to the next meeting.

### **Georgia Municipal Association Safety and Liability Management Grant**

The request for turnout gear for the Fire Department was approved, with the Grant amount \$6,000 maximum. Fire Chief Travis Zittrouer explained the grant process and safety training that made it possible to apply for this grant.

### **Reminder – 2013 Mayor’s Day Conference**

City Manager Bennett asks that if the Mayor or Council wishes to attend this function to let the City Clerk know by 11/15/2012 so she may process registration for them and reminded them that classes fill up quickly.

### **Reminder – The City Hall Offices will be closed on Thursday and Friday (11/22/12 and 11/23/12) in observance of the Thanksgiving Holiday**

Mayor Alderman reminded those present about the upcoming office closure in observance of Thanksgiving.

## **REPORTS**

### **Administration**

Historic Effingham Society – Bennett referred to a Letter in the Mayor and Council packets whereby the Historic Effingham Society is attempting to raise funds to keep the doors open. A lunch will be held at the living history site on Tuesday 11/20/2012 between 11:30 a.m. – 1:30 p.m.

Twelfth District Fall Meeting – The Georgia Municipal Association’s Twelfth District Fall Meeting will be held on Wednesday 12/05/2012 at 12:30 p.m. at Carey Hilliard’s in Savannah. The Mayor and Council Members were asked to let Bennett or Rinear know if they wish to attend so registration could be completed.

Mars Theatre – Bennett referred to the list of RFQ Construction Services that have been received in reference to the Mars Theatre Project, copies were sent out in Mayor and Council packets.

SCAD – Bennett will meet with SCAD in reference to the Historic District Project.

(CDBG) Community Development Block Grant – The acquisition of the last two easements will be finalized shortly. The Railroad Avenue Project will probably get started in the first of the year.

Christmas Lighting – Christmas Lights have been maintained on the main street of Springfield. Cost for additional Christmas lighting on Railroad Avenue has been estimated at a much higher rate than had been initially thought. Due to budget constraints it appears that Christmas Lighting will need to remain on the main street and not broaden out at this time.

### **Police Department**

Police Chief Paul Wynn was unable to attend this meeting. A monthly Police Department report was provided in Council packets for review.

### **Fire Department**

Fire Chief Travis Zittrouer had provided a copy of the monthly Fire Department report in Council packets for review. Zittrouer remarked on how well the Fall Festival and Fair went. Zittrouer advised that the department is undergoing a considerable amount of training.

### **Department Liaison**

No reports were given.

**CONSIDERATION FOR A MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION** – reference personnel, land acquisition, pending litigation, and presentation of minutes of the 10/09/2012 Executive Session

**MOTION:** Weitman made a motion at 7:53 p.m. to move from the Regular Meeting into an Executive Session reference personnel, land acquisition, pending litigation, and presentation of minutes of Executive Session.

Second: Hinely seconded the motion.

**MOTION PASSED** unanimous without opposition.

**CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING**

**MOTION:** Usher made a motion at 8:46 p.m. to move from the Executive Session back into the regular meeting.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION FOR A MOTION TO APPROVE EXECUTIVE SESSION MINUTES (Confidential)**

**MOTION:** Hinely made a motion to approve the minutes of the 10/09/2012 Executive Session.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**TAKE ANY ACTION NEEDED ON ITEM(S) FROM THE EXECUTIVE SESSION**

No Actions were taken.

**CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING**

**MOTION:** Usher made a motion at 8:50 p.m. to adjourn this meeting.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**12/11/2012 Approved**

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**11/14/2012 Posted on Website**

**City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329**

Minutes of Council Meeting  
Council Chambers – 10/24/2012 – Called Meeting

**CALL TO ORDER**

A Called Meeting of the City of Springfield Mayor and Council was held on October 24, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:17 p.m. by Mayor Barton Alderman.

**MAYOR BARTON ALDERMAN AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Steve Shealy  
Kenny Usher  
Gary Weitman

Troy Allen, Jeff Ambrose, and Charles Hinely were unable to attend this meeting. A quorum of Council was not represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, City Attorney  
Amber Lancaster, Accounting Clerk  
Matthew Morris, Public Works Director  
Travis Zittrouer, Fire Chief

**GUEST PRESENT:**

No guests were present.

**DISPENSE WITH THE REGULAR ORDER OF BUSINESS**

Mayor Barton Alderman dispensed with the regular order of business.

**FY2013 BUDGET WORKSHOP**

The FY2013 Budget Workshop began at 6:19 p.m. with City Manager Brett Bennett going over line items of the proposed budget.

Fire Chief Travis Zittrouer discussed a few items that are listed on the proposed budget, for the Fire Department, such as Fire Hydrants that are in need of replacement, USAR (Urban Search and Rescue) Equipment, a Hazmat response trailer and equipment,

and the Rescue Randy training prop. Fire Chief Zittrouer also discussed future planning for a new set of extrication equipment to replace the current set and also possible radio software upgrades.

City Manager Brett Bennett discussed a few options for a potential fire fee increase. A discussion followed. Various options will be brought back to the November meeting for the Mayor and Council's review.

Public Works Director Mathew Morris was available to answer questions during the review of budget line items for the Streets/Lanes Department and the Parks Department.

Council suggested that department contingency could be reduced from 3% to 2%. Other minor changes were mentioned.

The Budget Workshop ended at 8:48 p.m.

EXECUTIVE SESSION – reference Pending Litigation. The Executive Session was not held for lack of a quorum.

**11/13/2012 Minutes were approved**

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**11/14/12 Posted on Website**

Minutes of Council Meeting  
Council Chambers – 10/09/2012 – Regular Meeting

CALL TO ORDER

A Regular Meeting of the City of Springfield Council was held on October 9, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:24 p.m., following the Public Hearing, by Mayor Pro Tem Jeff Ambrose.

SWEARING IN CEREMONY – BARTON A. ALDERMAN, MAYOR

Judge Ed Reddick administered the oath of office to Barton Alderman as Mayor for the City of Springfield to fill the unexpired term of office, left vacant by Jeff Northway, which will expire on December 31, 2013. Mayor Barton A. Alderman then took his seat along with the other Council Members.

MAYOR BARTON ALDERMAN AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:

Troy Allen	Steve Shealy
Jeff Ambrose	Kenny Usher
Charles Hinely	Gary Weitman

A quorum of Council was represented at this meeting.

ALSO PRESENT:

Brett Bennett, City Manager	Paul Wynn, Police Chief
Linda Rineair, City Clerk	Matthew Morris, Public Works Director
Rick Rafter, City Attorney	Travis Zittrouer, Fire Chief
Amber Lancaster, Accounting Clerk	

GUEST PRESENT:

Joe Olliff Kight	Bibiana Krall
Julie Rahn	Joyce Minglehoff
Kevin M. Rahn	Wanda Laning
Travis Blankenship	Robert Laning
Dennis Kelly	Billy Myers
Ed Myrick	Erin Rahn
Judy Sheahan	Debbie Gaskin

INVOCATION – Given by Mayor Alderman

PLEDGE OF ALLEGIANCE – Led by Mayor Alderman

AMENDMENT TO AND APPROVAL OF AGENDA

MOTION: Ambrose made a motion to amend the Agenda to add as item “c” under New Business – “Consideration of an ordinance to amend the map of the City of Springfield Zoning Ordinance to create a residential office district, including thirteen properties on Oak Street, as indicated in the map titled “Exhibit A – Proposed Zoning Changes”, and to add as item “i” under New

Business – “Consideration for approval of a Proclamation to proclaim the day of November 4, 2012 as “Retired Educators Day” and approve the Agenda as amended.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE 08/14/2012 REGULAR MEETING

MOTION: Ambrose made a motion to approve the corrected minutes of the 08/14/2012 regular meeting.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE 09/11/2012 REGULAR MEETING

MOTION: Weitman made a motion to approve the minutes of the 09/11/2012 regular meeting.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE 09/19/2012 CALLED MEETING

MOTION: Ambrose made a motion to approve the minutes of the 09/19/2012 called meeting.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

APPEARANCES

Kevin and Julie Rahn reference an alcohol license application for Consumption-on-Premises of Malt Beverages and Wine and Distilled Spirits, at Gaffney’s Cheap Seats located at 840 South Laurel Street (formerly known as Kelly’s Tavern)

Kevin and Julie Rahn appeared before the Mayor and Council and explained that they would like to open a sports type restaurant and have already spoken with several of the neighbors in the area of the business who were asked to let them know if it gets too loud, or of any problems arise so they can be addressed.

A brief discussion followed.

MOTION: Allen made a motion to approve Kevin and Julie Rahn’s request for an alcohol license for Consumption-on-Premises of Malt Beverages, Wine, and Distilled Spirits for Gaffney’s Cheap Seats located at 840 South Laurel Street.

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without opposition.**

Robert Scoggs had requested to appear before the Mayor and Council to discuss zoning, building permits, and codes

Mr. Scoggs was not available.

**Erin Rahn, with the SRC, request permission to show an outdoor Halloween horror movie, on Saturday October 20, 2012 beginning around 11:00 p.m. and ending after midnight**

Erin Rahn appeared before the Mayor and Council. Ms. Rahn explained the events anticipated, such as a treat or treat scavenger hunt between 6:00 p.m. – 7:00 p.m., then a showing of Casper for the younger crowd at 10:00 p.m., followed by a showing of Dracula for the older crowd.

A discussion followed. Flyers would advertise that Dracula is rated “R”. Parking should be adequate. The movie is free. Concessions will be available. This is the 4<sup>th</sup> showing of a movie this year and attendance and support has been increasing.



MOTION: Usher made a motion to approve the request for the SRC to show the outdoor horror movie on Saturday October 20, 2012 beginning around 11:00 p.m.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

#### PUBLIC COMMENTS

Wanda Laning – Welcomed Barton Alderman back as Mayor and expressed her support.

#### NEW BUSINESS

Consideration of the County-Wide Multi-Jurisdictional Debris Management Plan (City and County Government in Effingham County)

Ed Myrick, Director of the Emergency Management Agency of Effingham County, appeared before the Mayor and Council to explain the County-Wide Multi-Jurisdictional Debris Management Plan. Mayor Alderman noted how well this plan has been lined out. Fire Chief Zitrouer has reviewed the plan and recommends it. Police Chief Wynn expressed that this plan is certainly better than before.

MOTION: Allen made a motion to approve the County-Wide Multi-Jurisdictional Debris Management Plan.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

Presentation to the Public – Consideration of an Amendment to the text of the City of Springfield Zoning Ordinance establishing a Residential/Office (RO) District on Oak Street

Mayor Alderman suggested that any concerned citizens obtain a copy of this amendment from City Hall for their review so they may understand how various issues have already been addressed.

City Manager Brett Bennett clarified several concerns that have been already been addressed in the amendment to the Zoning Ordinance establishing a Residential/Office (RO) District on Oak Street, such as: Nothing in this amendment promotes the tearing down of a home, pavement such as concrete is addressed defining the area and establishing limitations, residential characters of homes is addressed - even including working front doors, etc. No zoning ordinance is perfect, it is amendable, and we have tried to address comments and concerns from the public.

A brief discussion followed. Signs, size of doors and windows have also been addressed in the amendment.

MOTION: Allen made a motion to present to the Public this amendment amending the text of the Zoning Ordinance establishing a Residential/Office (RO) District on Oak Street

Second: Usher seconded the motion.

**MOTION PASSED for presentation to the Public - unanimous without opposition – This Amendment to the text of the Zoning Ordinance establishing a Residential/Office (RO) District on Oak Street will be considered for approval at the next regular meeting.**

*Council Member Kenny Usher excused himself, from this portion of the meeting, at approximately 7:07 p.m.*

Presentation to the Public – Consideration of an Amendment to the map of the City of Springfield Zoning Ordinance creating a residential office district including thirteen (13) properties on Oak Street as indicated in the map titled “Exhibit A – Proposed Zoning Changes”

MOTION: Hinely made a motion to present to the Public this amendment to the Zoning Map establishing a Residential/Office (RO) District on Oak Street.

Second: Ambrose seconded the motion.

**MOTION PASSED by a vote of 4 Yes (Allen, Ambrose, Hinely & Weitman), 1 No (Shealy) for presentation to the Public – This Amendment to the Zoning Map establishing a Residential/Office (RO) District including 13 properties on Oak Street will be considered for approval at the next regular meeting.**

*Council Member Kenny Usher returned to his seat with the other Council Members, at approximately 7:11 p.m.*

**Consideration of a proposal submitted by Parker Engineering reference the First Street Drainage Project (\$8,500)**

City Manager Brett Bennett explained the proposal submitted by Parker Engineering reference the First Street Drainage Project.

MOTION: Allen made a motion to approve the proposal submitted by Parker Engineering reference the First Street Drainage Project (\$8,500)

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration to close Oak Street north of Early Street to expand the site for the Effingham Historic Society's Living History Site

Brett Bennett, City Manager, had provided the Mayor and Council with copies of the map in their packets and placed a map for Public viewing prior to the discussion. Bennett explained the fence realignment and addition. This would close the street from Oak Street north of Early Street. A discussion followed; with suggestions for consideration such as easements, public access to walking trail, perhaps a master plan, more information, etc. City Attorney Rick Rafter feels he needs to research the closure of a public street and possibly an Ordinance to do so.

*Council Member Kenny Usher excused himself at approximately 7:23 p.m. prior to the vote.*

MOTION: Ambrose made a motion table this item until a later date so that more information could be provided to Council.

Second: Allen seconded the motion.

**MOTION PASSED TO TABLE THIS ITEM by a vote of 5 Yes (Allen, Ambrose, Hinely, Shealy & Weitman), 0 No.**

*Council Member Kenny Usher returned to his seat at approximately 7:28 p.m., after the vote had been taken.*

Consideration to provide security for the Springfield Merchants Association's Fall Festival

City Manager Brett Bennett and the President of the Springfield Merchants Association Jamey Stancell discussed with the Mayor and Council Members the security costs for the Fall Festival. Stancell had originally budgeted \$650 for security costs for this event.

A brief discussion followed.

MOTION: Usher made a motion for the City to pay \$2,000 this year toward the security costs for this event; thereby the Springfield Merchants Association would be responsible for the balance.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration to appoint a selection committee for the MARS Theatre construction project

Brett Bennett advised that the Qualifications for the project is on the website. Bennett recommends Erin Rahn for appointment and suggests that the Mayor or a Council Member, someone with the SRC or Planning Board be considered for appointment. The committee should consist of a minimum of three - a maximum of five appointments.

MOTION: Allen made a motion to appoint Barton Alderman, Erin Rahn, Matthew Morris, and Kenny Lay to the selection committee for the MARS Theatre construction project.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration to approve the 2012 Tax Digest Five Year History for Advertisement

MOTION: Ambrose made a motion to approve the 2012 Tax Digest Five Year History for Advertisement.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration for approval of a Proclamation to proclaim the day of November 4, 2012 as "RETIRED EDUCATOR'S DAY"

Mayor Alderman read the Proclamation to proclaim November 4, 2012 as "Retired Educator's Day".

MOTION: Weitman made a motion to approve a Proclamation to proclaim the day of November 4, 2012 as "Retired Educator's Day".

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without opposition.**

#### GENERAL GOVERNMENT

Discussion of policies regarding trees in the Public Right of Way

City Manager Brett Bennett discussed two options for policies regarding trees in the public right of way.

The first option was to have an Arborist conduct a survey of significant trees in the public right of way. The arborist could then conduct the study on an annual basis.

The second option would be to handle trees in the public right of way on a one-by-one basis, as needed.

Bennett feels that the first option may be the best option.

Council Member Usher feels that perhaps someone in-house could receive training which could be considered a third option.

Council Member Shealy suggested retired forestry personnel as an option for contract of services.

Joyce Mingleddorf spoke about limbs falling next to her home and expressed her concerns and hopes this may be looked into.

Mayor Alderman advised those present that we are trying to get something in place and that until then we will need to check concerns on a one-by-one basis.

Bibliana Krall discussed a recent incident where a branch from a large tree fell on her house.

#### REPORTS

##### Administration

Council Member Weitman expressed his thanks, along with other members of Council, for Mayor Pro Tem Jeff Ambrose's diligence in filling in the vacant Mayor's seat.

##### Police Department

The monthly Police Department report had been supplied to Mayor and Council Members in their packets, for review. Police Chief Wynn advised the Mayor and Council that three officers have received alcohol training in reference to the Fall Festival Event.

Thomas Rahn has been hired for the position of Police Officer.

##### Fire Department

The monthly Fire Department report has been supplied to the Mayor and Council Members in their packets, for review.

David Grenoble has been hired for the position of Fire Fighter/EMT.

False alarms were discussed and it has been suggested that false alarms could be added to the monthly fire department report.

##### Department Liaisons

Mayor Barton Alderman explained that he knows that the Council has gone through some tough times and that Brett Bennett has been keeping things going. Mayor Alderman thanked Jeff Ambrose for the time he has spent filling in as Mayor.

MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION reference Personnel, Land Acquisition, Pending Litigation, and Presentation of Minutes of the 09/11/2012 and 09/19/2012 Executive Sessions.

MOTION: Allen made a motion at 8:20 p.m. to move from the regular meeting into an executive session reference Personnel, Land Acquisition, Pending Litigation, and Presentation of Minutes of the 09/11/2012 and 09/19/2012 Executive Sessions.

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without opposition.**

MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING

MOTION: Hinely made a motion at 9:44 p.m. to move from the executive session back into the regular meeting.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

APPROVAL OF EXECUTIVE SESSION MINUTES

Minutes of the 09-11-2012 Executive Session (Confidential)

MOTION: Usher made a motion to approve the minutes of the 09/11/2012 Executive Session.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

Minutes of the 09/19/2012 Executive Session (Confidential)

MOTION: Weitman made a motion to approve the minutes of the 09/19/2012 Executive Session.

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without opposition.**

TAKE ANY ACTION NEEDED ON ITEM(S) FROM THE EXECUTIVE SESSION

No actions were taken.

MOTION TO ADJOURN THIS MEETING

MOTION: Allen made a motion at 9:47 p.m. to adjourn this meeting.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**11/13/2012 Minutes were approved**

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**11/14/12 Posted on Website**

October 9, 2012 @ 6:00 p.m. Public Hearing

A Public Hearing was held in the City of Springfield Council Chambers on October 9, 2012 beginning at 6:08 p.m., prior to the Council Meeting; in reference to an Amendment to the Zoning Ordinance establishing a Residential/Office (RO) District on Oak Street, with Mayor Pro Tem Jeff Ambrose presiding.

MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:

Troy Allen	Kenny Usher
Charles Hinely	Gary Weitman
Steve Shealy	

ALSO IN ATTENDANCE:

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, City Attorney  
Amber Lancaster, Accounting Clerk

Paul Wynn, Police Chief  
Mathew Morris, Public Works Director  
Travis Zittrouer, Fire Chief

GUEST PRESENT:

Barton Alderman  
Joe Olliff Kight  
Julie Rahn  
Kevin M. Rahn  
Travis Blankenship  
Dennis Kelly  
Ed Myrick  
Judy Sheahan

Joyce Alderman  
Bibiana Krall  
Joyce Mingledorff  
Wanda Laning  
Robert Laning  
Billy Myers  
Erin Rahn  
Debbie Gaskin

Joe Kight spoke to those present about his thoughts; the foreclosures on that street, rental homes, three homes on a ½ acre lot, and the alley behind Oak Street and the cleanup needed. Kight discussed property values that have already gone down. Kight feels that if a professional respectful person buys a home to open a residential office that the area will be better off.

Joyce Mingledorff requested clarification of what is being considered. Brett Bennett explained that with the proposed amendment it would allow for professional offices along with other potential uses, with numerous potential issues addressed in the amendment.

Bibiana Krall expressed concerns about the house that burned. Krall expressed apprehensions about the zoning of the neighborhood, rather than by a case by case basis. Krall voiced her conclusion that having an attorney's office in a home would not be such a bad idea. Other concerns were parking issues, size of signs, paved areas, and streets.

The Public Hearing ended at 6:23 p.m.

**11/13/2012 Minutes Approved**

**10/10/2012 Posted on Website**

City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329

Minutes of Council Meeting  
Council Chambers – 09/19/2012 – Called Meeting

CALL TO ORDER

A Called Meeting of the City of Springfield Council was held on September 19, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 3:05 p.m. by Mayor Pro Tem Jeff Ambrose.

MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:

Troy Allen  
Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

A quorum of Council was represented at this meeting.

ALSO PRESENT:

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, City Attorney

GUEST PRESENT:

Ben Perkins, Attorney  
Melissa Bailey, Associate  
Barton Alderman

DISPENSE WITH THE REGULAR ORDER OF BUSINESS

Mayor Pro Tem Ambrose dispensed with the Regular Order of Business

BARTON ALDERMAN WAS INVITED TO ATTEND THE EXECUTIVE SESSION

Barton Alderman signed a Confidentiality Statement prior to attending the Executive Session.

CONSIDERATION FOR A MOTION TO MOVE FROM THE CALLED MEETING INTO AN EXECUTIVE SESSION – reference Pending Litigation

**MOTION:** Usher made a motion at 3:06 p.m. to move into an Executive Session reference Pending Litigation.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE CALLED MEETING

**MOTION:** Allen made a motion at 4:28 p.m. to move from the Executive Session back into the called meeting.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION

No Actions were taken.

WATER/TREATMENT PLANT

City Manager Bennett gave an update on the operations at the Water/Treatment Plant.

CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING

**MOTION:** Usher made a motion at 4:39 p.m. to adjourn this meeting.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

**10/09/2012 Approved**

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**10/10/2012 Posted on Website**

**City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329**

Minutes of Council Meeting  
Council Chambers – 09/11/2012 – Regular Meeting

CALL TO ORDER

A Regular Meeting of the City of Springfield Council was held on September 11, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:07 p.m. by Mayor Pro Tem Jeff Ambrose.

MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:

Troy Allen  
Charles Hinely  
Kenny Usher  
Gary Weitman

Council Member Steve Shealy was unable to attend this meeting. A quorum of Council was represented at this meeting.

ALSO PRESENT:

Brett Bennett, City Manager  
Amber Lancaster, Accounting Clerk  
Rick Rafter, City Attorney  
Paul Wynn, Police Chief  
Matthew Morris, Public Works Director  
Travis Zittrouer, Fire Chief

GUEST PRESENT:

Jamey Stancell  
Travis Blankenship

INVOCATION – Given by Council Member Weitman

PLEDGE OF ALLEGIANCE – Led by Mayor Pro Tem Ambrose

APPROVAL OF AGENDA

**MOTION:** Allen made a motion to approve the Agenda.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

CONSIDERATION FOR APPROVAL OF THE MINUTES OF THE 08/14/2012 REGULAR MEETING

Mayor Pro Tem Ambrose asked that corrections be made to the General Government item as to correction of vote passed by 3 to 2 vote, opposed were Ambrose and Shealy and also on information on traffic lights. The corrected minutes will be brought back before Council Members at the October Meeting once the appropriate corrections have been made.

PUBLIC COMMENTS

No Public Comments were made.

NEW BUSINESS

Consideration of a Proposal for Professional Surveying and Engineering Services for the Master Plan

City Manager Brett Bennett explained that the proposal is from Kern-Coleman for the Master Plan and not for the Living History Site. A brief discussion followed.

MOTION: Usher made a motion to accept the proposal from Kern-Coleman to get the Master Plan up and running approving costs up to two thousand dollars (\$2,000.00).

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration of Assignment and Confidentiality Agreement with SCAD (Savannah College of Art and Design Inc.) to assist with developing a Local Preservation Ordinance as the next step in the process of supporting the documentation of the designation of Springfield's Historic District

Bennett explained this is the next step in the process. The professor and students are currently working on photos and 3D models. Approximately forty or more houses will be on Google Earth in the next couple of weeks. The cost will be two thousand five hundred dollars (\$2,500) and broken down into payments of one thousand two hundred fifty dollars (\$1,250), one this year and one next year. This may be completed by the middle of May or so.

MOTION: Hinely made a motion to enter into an agreement with SCAD in the amount of \$2,500 in order to develop an Ordinance

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration for appointments to the Planning and Zoning Board

Bennett suggested that the Council consider the re-appointment of those already serving on the Planning and Zoning Board, who are willing to serve.

MOTION: Allen made a motion to approve the following four re-appointments, for two year terms: Travis Blankenship, Katherine Pridgeon, William Wallace, and Randy Weitman.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration of other appointments to the Planning and Zoning Board

MOTION: Usher made a motion to appoint Jennifer Denney as a regular appointment with a one year term and also Kenny Lay as an alternate for a one year term to the Planning and Zoning Board.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration of Blood Alliance future blood drives

The blood drive held on August 24<sup>th</sup> went well and the Blood Alliance would like to have one every 56 days or so. The City Hall parking lot would be used and the requested dates are as follows: 10/19/12, 12/14/12, 02/08/13, 04/05/13, 05/31/13, 07/26/13, 09/20/13, and 11/15/13. The scheduled time to hold the blood drive on all of the listed dates would be between the hours of 8:00 a.m. until noon.

MOTION: Allen made a motion to allow the Blood Alliance to conduct the blood drives as listed.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

GENERAL GOVERNMENT

Discussion of Residential Office District on Oak Street

Bennett advised that a public hearing will be held on September 24<sup>th</sup> at the Planning and Zoning Board Meeting. Another public hearing will be held on October 9<sup>th</sup> at the Council Meeting. Bennett asked that the draft of the Residential Office District change be reviewed by Council and interested citizens.

Fall Festival

Bennett advised that a meeting will be held tomorrow, 09/12/12, to finalize security arrangements for this event. The costs for security will also be discussed at this meeting.

REPORTS

Administration

ADA Ramp – Bennett discussed the ADA ramp at the corner of City Hall, which is holding water. This was a DOT project, not a project of the City. Bennett has contacted the DOT reference this issue.

Streetscape – This phase of the project is complete.

New Phase of Streetscape – Bennett is moving forward with the design and coordinating with GA Power to get poles moved from in front of - to behind the buildings, not underground. Once the project gets going it should move quicker because there is no trench and bury conduit as we go.

Police Department

Police Chief Paul Wynn presented the monthly Police Department report. Wynn advised that numbers are about the same and that they are getting ready for the Fall Festival.

Fire Department

Fire Chief Travis Zittrouer presented the monthly Fire Department report. Zittrouer advised that the number of bad emergencies have decreased. The ladder test has been completed. Training continues this month. The Fire Department is also getting ready for the Fall Festival.

Department Liaisons

First Street Drainage – Experienced big rain a couple weeks back which resulted with water coming very close to the door of the Mingleorff building. The drain was keeping up with the rainfall and then suddenly backed up. The ditch helped some, but not enough. A proposal from Parker Engineering is in works to get this fixed. The proposal will be brought back to the next meeting.

Davis Street – Council advised this needs to be fixed. Bennett will bring a proposal back to the Council at the next meeting.

Quick Stop – Bennett has tried to work with Mr. Patel. The project has changed somewhat. It went from not pulling tanks to pulling tanks and digging up the entire parking lot. Bennett is trying to work with Patel as much as possible because Patel is trying to improve the building, even though the process is slow.

LOST Negotiations – The first 60 days gained little ground. The next step is to move forward with mediation. As of today no schedule has been set up with a mediator. Bennett will notify Council when he receives the confirmation and schedule of the mediation.

MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION – reference Personnel, Land Acquisition, Pending Litigation, and presentation of the 08/14/12 Executive Session Minutes.

MOTION: Allen made a motion to move from the regular meeting into an executive session at 6:47 p.m.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING

MOTION: Hinely made a motion to move from the executive session back into the regular meeting at 7:50 p.m.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

APPROVAL OF EXECUTIVE SESSION MINUTES – 08/14/2012 Executive Session

MOTION: Usher made a motion to approve the 08/14/2012 Executive Session Minutes.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**



TAKE ANY ACTION NEEDED ON ITEM(S) FROM THE EXECUTIVE SESSION

Purchase and Sale Agreement – 200 East Fourth Street

**MOTION:** Weitman made a motion to accept the Purchase and Sale Agreement with Jenkins and Jenkins for the purchase of property located at 200 East Fourth Street, and authorized Mayor Pro Tem Jeff Ambrose and City Manager Brett Bennett to sign all paperwork necessary to close the transaction, with One hundred thousand dollars (\$100,000) coming from the General Fund and Fifty-five thousand dollars (\$55,000) coming from the Water/Sewer SPLOST Fund.

Second: Allen seconded the motion

**MOTION PASSED unanimous without opposition.**

MOTION TO ADJOURN THIS MEETING

**MOTION:** Hinely made a motion to adjourn this meeting at 7:55 p.m.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

**10/09/2012 Approved**

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**10/10/2012 Posted on Website**

City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329  
Minutes of Council Meeting  
Council Chambers – 08/14/2012 – Regular Meeting

CALL TO ORDER

A Regular Meeting of the City of Springfield Council was held on August 14, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:03 p.m. by Mayor Pro Tem Jeff Ambrose.

MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:

Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

Council Member Troy Allen was unable to attend this meeting. A quorum of Council was represented at this meeting.

ALSO PRESENT:

Brett Bennett, City Manager  
Linda Rinear, City Clerk  
Rick Rafter, City Attorney  
Paul Wynn, Police Chief  
Matthew Morris, Public Works Director  
Travis Zittrouer, Fire Chief

GUEST PRESENT:

Brenda Marion  
Barty Alderman  
Joyce Alderman  
Jerry Morris  
Brandon Sellars  
Crystal O'Leary  
Billy Webb  
Mark Crapps  
Travis Blankenship

INVOCATION – Given by Mayor Pro Tem Ambrose

PLEDGE OF ALLEGIANCE – Led by Mayor Pro Tem Ambrose

APPROVAL OF AGENDA

**MOTION:** Usher made a motion to approve the Agenda.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

APPROVAL OF MINUTES OF THE 07/10/2012 REGULAR MEETING

**MOTION:** Shealy made a motion to approve the minutes of the 07/10/2012 regular Meeting.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

APPROVAL OF MINUTES OF THE 08/06/2012 Called Meeting

**MOTION:** Ambrose made a motion to amend the minutes of the 08/06/2012 Called Meeting to add the qualifying period to the Consideration to Call a Special Election, and approve as amended.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

APPROVAL OF MINUTES OF THE 08/06/2012 LOST NEGOTIATIONS WORKSHOP

**MOTION:** Weitman made a motion to approve the minutes of the 08/06/12 LOST Negotiations Workshop.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

APPEARANCES

Jerry L. Morris request consideration for an alcohol license (retail sale of beer and wine) at Enmark, located at 1283 Hwy 21 South (formerly known as Southside Chevron)

Jerry L. Morris appeared before the Council Members. City Manager Brett Bennett explained that Enmark is in the process of purchasing the Southside Chevron and wished to go ahead and finalize this process so all would be in order when they take over. Jerry Morris advised Council Members that all customers are carded when alcohol is purchased.

**MOTION:** Usher made a motion to approve the alcohol license for retail sale of beer and wine at Enmark, located at 1283 Hwy 21 South.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

Brenda Marion representing the Blood Alliance, reference a blood drive to be held at the City of Springfield Parking Lot on Friday August 24, 2012 from 8:00 a.m. until noon

Brenda Marion, representing the Blood Alliance, appeared before the Council to request consideration to hold a blood drive at the City of Springfield Parking lot on Friday August 24, 2012 from 8:00 a.m. until noon. Ms. Marion urged citizens to consider donating blood. Lisa Pittman, the City of Springfield Customer Service Clerk, is spear heading this particular project.

**MOTION:** Weitman made a motion to approve the Blood Alliance to set up in the City of Springfield Parking lot on Friday August 24, 2012 from 8:00 a.m. until noon, reference a blood drive.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

Brandon Sellars and Jay Evans request consideration for a home occupation, in business name of "BS Lawn Care and More", address being 202 South Railroad Avenue, in order to provide lawn care and pressure washing services

Brandon Sellars appeared before Council Members requesting consideration for a home occupation. Sellars explained he would be working out of an enclosed trailer and uses his cell phone for business. No chemicals will be stored at residence.

**MOTION:** Weitman made a motion to approve Brandon Sellars and Jay Evans request for a home occupation, "BS Lawn Care and More", address being 202 South Railroad Avenue, to provide lawn care and pressure washing services.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

Robert and Wanda Laning – Request use of Ulmer Park for an event in which collected donations will benefit autistic children, will require lighting at park during event, date not finalized

Robert and Wanda Laning were not available at this meeting. No action was taken.

Kern and Coleman to Present a Proposal for a Master Plan

Mark Crapps, with Kern and Coleman out of Savannah, appeared before Council Members to discuss the downtown Springfield Master Plan and give a presentation. City Manager Bennett explained that this is just a starting point. Mr. Crapps discussed the concept of the plan and standard uses. The infrastructure would be included in the phasing stage at which time it would be considered.

Mark Crapps further explained that once the Master Plan is adopted the zoning would be set up. City Manager Bennett explained that a planning stage would be needed and that the plan could be broken down into small projects, whereas one section at a time could be completed. Public Hearings could be held to provide Public input.

**MOTION:** Hinely made a motion to have the City Manager meet with Engineers and bring a proposal back to the next meeting.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

#### PUBLIC COMMENTS

No Public Comments were made.

#### NEW BUSINESS

Consideration of a Resolution (# R2012-6) authorizing the City Manager to sign a contract for a state grant between the Georgia Department of Natural Resources and the City of Springfield for a grant of financial assistance to acquire 28.15 acres of land and construct .6 miles of unpaved multi-use trail and trailhead. Trail will include interpretive and educational signage, (Springfield-Ebenezer Greenway; Jack's Branch Segment)

City Manager Brett Bennett explained this grant would be used to acquire property or easements and involve minor construction. The trail should look very natural. The time frame would be approximately two years.

**MOTION:** Hinely made a motion to approve a Resolution authorizing the City Manager to sign a contract for a state grant between the GA DNR and the City of Springfield for financial assistance to acquire 28.15 acres of land and construct .6 miles of unpaved multi-use trail and trailhead.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration of a Resolution (# R2012-7) authorizing and adopting post-issuance compliance policies and procedures for Governmental Tax-Exempt Bonds and Tax Credit Bonds

City Manager Bennett explained that this Resolution would set policies and procedures to handle the bonds.

**MOTION:** Ambrose made a motion to approve a Resolution authorizing and adopting post-issuance compliance policies and procedures for Governmental Tax-Exempt Bonds and Tax Credit Bonds.

Second: Hinely seconded the motion.

**MOTION PASSED unanimously without opposition.**

Consideration to authorize the purchase of a GIS data collector (GPS UNIT) and related software to provide the city with the ability to map its own infrastructure

City Manager Bennett advised Council Members that we have several very old plans. By investing in this type of technology we will be capable to perfectly mesh with the County program. The system's uses would be unlimited. Public Works Director Matt Morris has worked with this program. Morris explained that we have a lot of information, but do not have the actual maps. Morris stated that the system and software could be used to designate the location of water lines, hydrants, etc. and the printing of maps. Morris would like the maintenance also obtained so that updates could be received without having to purchase updates separately. The warranty is a standard three (3) years.

**MOTION:** Usher made a motion to authorize the purchase, up to seventeen thousand dollars (\$17,000) to be taken out of SPLOST, for a GIS data collector and related software to provide the city with the ability to map its own infrastructure.

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration for approval of the Rural Fire Defense Memorandum of Understanding between the Georgia Forestry Commission and the Springfield Fire Department

This is a standard agreement which is normally signed on a regular basis.

**MOTION:** Weitman made a motion to approve the Rural Fire Defense MOU between the Georgia Forestry Commission and the Springfield Fire Department.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration to surplus (Police Dept.) 2001 Ford Crown Victoria (VIN# 2FAFP71W81X176806)

City Manager Bennett advised that this is a spare that has been sitting in the back area for almost two years and that it could be sent to the next available auction.

**MOTION:** Usher made a motion to surplus the Police Department's 2001 Ford Crown Victoria.

Second: Shealy seconded the motion.

**MOTION PASSED unanimously without opposition.**

Consideration to surplus (Fire Dept.) 1993 Ford E-350 rehab truck (VIN# 1FDKEOM7PHB26913)

Fire Chief Travis Zittrouer stated that this truck was given to us to use approximately two years ago. The maintenance costs have gone up. Zittrouer would like to have the vehicle surplused so that it could be used in excavation training.

**MOTION:** Usher made a motion to surplus the Fire Department's 1993 Ford E-350 rehab truck and let the Fire Department use it for training purposes.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration to surplus (Water/Sewer) 1992 Chevrolet Fleet side pick-up (VIN# 1GCFC14Z1NE164198)

This was Darrell West's old truck. The transmission is shot and the truck has just been sitting since it was replaced about a year and a half ago.

**MOTION:** Weitman made a motion to surplus the Water/Sewer Department's 1992 Chevrolet Fleet side pick-up.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

Consideration to surplus (Water/Sewer) the following misc. items: 1993 Deulz 4 cylinder engine with Rainbow pump, 12" Gasoline Packer, Gasoline Edger, Mud Hog Pump, and Ready Heater

These are miscellaneous items which are not in use and have been lying in a corner, but could be sold at auction.

**MOTION:** Hinely made a motion to surplus the Water/Sewer Department's misc. items: 1993 Deulz 4 cylinder engine with Rainbow pump, 12" Gasoline Packer, Gasoline Edger, Mud Hog Pump, and Ready Heater.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without opposition.**

GENERAL GOVERNMENT

Discussion of Business License status on W & W Housing

Billy Webb appeared before Council Members in reference to the status of W & W Housing Business License. City Manager Bennett stated that the business has been operating without a license this year. Webb explained that when repairs are made to the mobile homes that the mobile home is taken to his residence to do the repairs and that repairs are not performed at the business location. Webb further stated that he may go in and clean the carpet, cosmetic things, but that he will not make repairs to mobile homes at W & W Housing. Webb also advised that he is about to move the dark blue and light gray trailer to his home.

A short question and answer period followed with the consensus being expressed to Mr. Webb that if no repairs are being made at the business location that a privacy fence will not be needed at this time, but the grass will need to be kept cut and maintained. Webb advised that he will put up a privacy fence if the Council wishes. Should repairs be made at the business location a privacy fence will be required.

**MOTION:** Usher made a motion to grant Mr. Webb's request for W & W Housing's renewal of a Business License and that Mr. Webb pay the applicable business license fee plus the late penalty fee, and that Mr. Webb abide by the original stipulation (condition) made when the business license was originally issued. (Reference 01/11/2005 Minutes whereby approval for the business license was granted with the condition that repairs and fabrication is completed behind a privacy fence).

Second: Weitman seconded the motion.

**MOTION PASSED by vote of 3-Yes (Hinely, Usher, & Weitman), 2-No (Ambrose & Shealy).**

Discussion of problem with residents leaving the trash carts in the roadway

The City Manager has received a lot of phone calls about this problem. Direct letters were sent to the households. City Attorney Rafter suggested that perhaps Police Officers could issue warnings. Bennett would like to let the public know that this is going to be addressed.

Discussion of the need for a Bingo Ordinance

City Manager Bennett advised this has been brought back up. Bennett pulled the original opinion made by the former City Attorney and advised that City Attorney Rafter agreed with that opinion. The rules of the Georgia Bureau of Investigation Chapter 92-2 regulate nonprofit bingo games.

REPORTS

Administration

The City Manager remarked that at the intersection next to City Hall it looks like camera's are on the traffic lights, but it is not cameras. These are sensors which detect traffic at the light. Until these become operational the lights are on time intervals. The sensors will be operational soon.

Police Department

Police Chief Paul Wynn has received several applications for the Police Officer opening and will begin reviewing them tomorrow.

Fire Department

Fire Chief Travis Zittrouer went over the monthly Fire report and remarked on the success of the boot drive.

Department Liaisons

No reports were given.

CONSIDERATION FOR A MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION – reference Personnel, Land Acquisition, and Pending Litigation, and presentation of minutes of the 07/10/12 Executive Session.

**MOTION:** Usher made a motion to move from the regular meeting into an Executive Session at 7:54 p.m. reference Personnel, Land Acquisition, and Pending Litigation.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING

**MOTION:** Hinely made a motion to move from the Executive Session back into the Regular Meeting at 9:11 p.m.

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without opposition.**

APPROVAL OF THE 07/10/2012 MINUTES OF EXECUTIVE SESSION (CONFIDENTIAL)

**MOTION:** Hinely made a motion to approve the 07/10/2012 Minutes of Executive Session.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION

No Actions were taken.

CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING

**MOTION:** Weitman made a motion at 9:15 p.m. to adjourn this meeting.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

Approved 10/09/2012

**City of Springfield \* PO Box 1 \* Springfield, GA 31329**

**08/15/12 Posted on Website**

Minutes of L.O.S.T. Negotiations Workshop  
08/06/2012 - Council Chambers

**CALL TO ORDER**

A L.O.S.T. Negotiations Workshop was held on August 6, 2012 and was called to order at 6:22 p.m. by Mayor Pro Tem Ambrose.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Troy Allen  
Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

**ALSO PRESENT:**

Brett Bennett, City Manager

**GUEST PRESENT:**

Barty Alderman  
Jamey Stancell  
Butch Kieffer

**L.O.S.T. NEGOTIATIONS WORKSHOP**

A Local Option Sales Tax negotiations workshop was held in order to clarify the negotiation process and provide information to Council Members, the public, and to those present.

**ADJOURN**

This L.O.S.T. Negotiations Workshop ended at approximately 7:15 p.m.

**08/14/2012 Approved**

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**08/15/12 Posted on Website**

Minutes of Council Meeting  
Council Chambers – 08/06/2012 – Called Council Meeting

**CALL TO ORDER**

A Called Meeting of the City of Springfield Council was held on August 6, 2012 in the Council Chambers in Springfield, Georgia. This called meeting was called to order at 6:07 pm by Mayor Pro Tem Jeff Ambrose.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Troy Allen  
Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, Attorney

**GUEST PRESENT:**

Barty Alderman  
Wanda Laning  
Robert Laning  
Jamey Stancell  
Butch Kieffer

**DISPENSE WITH THE REGULAR ORDER OF BUSINESS**

Mayor Pro Tem Ambrose dispensed with the regular order to business.

**CONSIDERATION FOR APPROVAL OF THE AGENDA**

**MOTION:** Weitman made a motion to approve the Agenda.

Second: Usher seconded the motion.

**MOTION PASSED** unanimous without opposition.

**CONSIDERATION OF RESIGNATION OF MAYOR JEFF NORTHWAY**

A brief discussion followed. Mayor Pro Tem Ambrose verified with City Attorney Rafter that if resignation accepted this would not interfere with possible litigation.

**MOTION:** Shealy made a motion to accept the resignation of Mayor Jeff Northway.

Second: Allen seconded the motion.

**MOTION PASSED** unanimous without opposition.

**CONSIDERATION TO CALL A SPECIAL ELECTION TO FILL THE UNEXPIRED TERM OF MAYOR NORTHWAY** (Term ends 12/31/2013)

**MOTION:** Allen made a motion to call a special election to fill the unexpired term of Mayor Northway.

Second: Hinely seconded the motion.

MOTION PASSED unanimous without opposition.

CONSIDERATION TO SET QUALIFICATION FOR THE MAYOR'S POST

MOTION: Usher made a motion to set the qualification fee for the Mayor's post at \$35.00.

Second: Allen seconded the motion.

MOTION PASSED unanimous without opposition.

CONSIDERATION FOR APPROVAL OF THE PUBLIC NOTICE FOR SPECIAL ELECTION (Official "Call of Election" with Candidate Qualifications to be held August 27 – August 29 between the hours of 8:30 a.m. – 4:30 p.m.)

MOTION: Allen made a motion to approve the Public Notice for the Special Election.

Second: Weitman seconded the motion.

MOTION PASSED unanimous without opposition.

MOTION TO ADJOURN MEETING

MOTION: Usher made a motion to adjourn the meeting at 6:12 p.m.

Second: Hinely seconded the motion.

MOTION PASSED unanimous without opposition.

08/14/2012 Approved

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**08/15/12 Posted on Website**

Minutes of Council Meeting

Council Chambers – 07/10/2012 – Regular Meeting

CALL TO ORDER

A Regular Meeting of the City of Springfield Council was held on July 10, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:05 p.m. by Mayor Pro Tem Jeff Ambrose.

MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:

Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

Mayor Jeff Northway and Council Member Troy Allen were unable to attend this meeting. A quorum of Council was represented at this meeting.

ALSO PRESENT:

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, Attorney  
Paul Wynn, Police Chief  
Matthew Morris, Public Works Director  
Travis Zittrouer, Fire Chief

GUEST PRESENT:

Jamey Stancell  
Barty Alderman  
Bibiana Krall  
Cynthia Brogdon  
Gussie Nease  
Craig Bonnell  
Trace Hunter  
Douglas Craig

INVOCATION – Given by Mayor Pro Tem Ambrose

PLEDGE OF ALLEGIANCE – Led by Mayor Pro Tem Ambrose

APPROVAL OF AGENDA

Usher asked that the Agenda be amended to add item "E" under New Business – Offer or not offer contract to Police Chief Wynn.

MOTION: Hinely made a motion to amend the agenda as requested and approve as amended.

Second: Usher seconded the motion.

MOTION PASSED unanimous without opposition.

#### APPROVAL OF MINUTES OF THE 06/12/2012 REGULAR MEETING

MOTION: Usher made a motion to approve the minutes of the 06/12/2012 Regular Meeting.

Second: Weitman seconded the motion.

MOTION PASSED unanimous without opposition.

#### APPROVAL OF MINUTES OF THE 06/19/2012 Called Meeting

MOTION: Weitman made a motion to approve the minutes of the 06/19/2012 Called Meeting.

Second: Hinely seconded the motion.

MOTION PASSED unanimous without opposition.

#### APPROVAL OF MINUTES OF THE 06/26/2012 Public Hearing

MOTION: Hinely made a motion to approve the minutes of the 06/26/2012 Public Hearing.

Second: Weitman seconded the motion.

MOTION PASSED unanimous without opposition.

#### APPROVAL OF MINUTES OF THE 06/26/2012 Called Meeting

MOTION: Usher made a motion to approve the minutes of the 06/26/2012 Called Meeting.

Second: Hinely seconded the motion.

MOTION PASSED unanimous without opposition.

#### APPEARANCES

Attorney Craig S. Bonnell – Police Chief Paul Wynn Employment Contract

Attorney Bonnell appeared before Council Members to discuss a potential contract reference the Police Chief. A lengthy discussion followed.

Robert and Wanda Laning – Request use of Ulmer Park for an event in which collected donations will benefit autistic children, will require lighting at park during event, date not finalized

Robert and Wanda Laning were not present to discuss the Agenda request.

#### PUBLIC COMMENTS

Gussie Nease thanked the City and the Springfield Fire Department for the assistance provided for the last movie that was held. The next movie is scheduled to be the Pirates of the Caribbean.

#### NEW BUSINESS

Consideration for approval of a consultant services agreement with Coastal Water Solutions

Trace Gunter appeared before Council to answer any questions in reference to this agreement, explaining that this is a one year contract with renewal options, etc. A brief discussion followed.

MOTION: Weitman made a motion to approve a consultant services agreement with Coastal Water Solutions.

Second: Usher seconded the motion.

MOTION PASSED unanimous without opposition.

Consideration for approval of an agreement with Central of Georgia Railroad Company to install, maintain, operate and remove 1,770 feet of an 8-inch PVC sanitary sewer pipe, reference CDBG

City Manager Brett Bennett explained that this is a standard agreement for a permit to go under the railroad and right of way.

MOTION: Hinely made a motion to approve an agreement with Central of Georgia Railroad Company to install, maintain, operate and remove 1,770 feet of an 8-inch PVC sewer pipe, reference CDBG.



Second: Ambrose seconded the motion.

MOTION PASSED unanimously without opposition.

Consideration to award a contract for roadside mowing and maintenance

Bids were opened Friday morning. We received four responses with The McGraley Company offering the lowest cost. Bennett asked that this item be discussed later in the meeting in order for Matt Morris to make copies of the bids received and contract information for Council review.

MOTION: Hinely made a motion to move this item to between Agenda item number 14 and 15.

Second: Weitman seconded the motion.

MOTION PASSED unanimously without opposition to discuss this item later in the meeting.

Consideration of a resolution (# R2012-5) to amend the City of Springfield Zoning Ordinance text and map to allow residential structures to be used for commercial purposes, while protecting the historical significance and residential appearance

City Manager Brett Bennett explained that this Resolution just begins the process. There will be numerous public hearings and Council will not make a decision until the end of the process which is anticipated to take around a month.

A discussion followed. A few citizens expressed their opinions on this issue. Council Members explained that public input is important and does play a role in the decision process.

MOTION: Hinely made a motion to approve a Resolution to amend the City of Springfield Zoning Ordinance text and map to allow residential structures to be used for commercial purposes, while protecting the historical significance and residential appearance.

Second: Weitman seconded the motion.

MOTION PASSED unanimously without opposition.

Consideration of a contract for Police Chief Paul Wynn

A discussion followed. Usher explained that he has been a supporter of Chief Wynn in good times and in bad. Usher feels that we have worked, in his behalf, to clear his name 100%, as it should have been. Usher does not feel that this is the time to offer a contract to an employee working under the City Manager who manages the employees.

MOTION: Usher made a motion to not offer a contract to the Police Chief or to any other employee of the city.

Second: Hinely seconded the motion.

MOTION PASSED unanimously without opposition to not offer contract.

#### GENERAL GOVERNMENT

Discussion of Business License status on W & W Housing

Bennett explained that Webb had asked that this be discussed tonight, but that Webb had contacted Bennett to advise that he would be unable to attend the meeting tonight.

Discussion of bidding options for the Mars Theater

Bennett spoke of plans finalized with architects and asked Council Members if they wish to go through a qualification process or open bids up to everyone. Bennett would like to go ahead with the qualification process and will proceed if no objection was received.

#### REPORTS

Administration

CDBG – have title work back, now ready for acquisition of the easements.

Streetscape – We are authorized to proceed with engineering with phase two. Bennett will follow up and try to speed this up. This phase will complete down to Madison light to light.

Police Department

Council Members were provided copy of the monthly Police Department Report for their review. Police Chief Wynn reminded Council that National Night Out will be held on 08/07/2012 between the hours of 6 pm – 9 pm.

Fire Department

Council Members were provided copy of the monthly Fire Department Report for their review.

Department Liaisons

Council Member Gary Weitman thanked the Police Department, Fire Department, and Public Works Department for all of their

assistance during the recent storm.

CONSIDERATION FOR A MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION –  
reference Personnel, Land Acquisition, and Pending Litigation

MOTION: Hinely made a motion to move from the regular meeting into an Executive Session at 7:14 p.m. reference Personnel, Land Acquisition, and Pending Litigation.

Second: Weitman seconded the motion.

MOTION PASSED unanimous without opposition.

CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING

MOTION: Weitman made a motion to move from the Executive Session back into the Regular Meeting at 8:09 p.m.

Second: Hinely seconded the motion.

MOTION PASSED unanimous without opposition.

CONSIDERATION FOR APPROVAL OF THE 06/12/2012 MINUTES OF EXECUTIVE SESSION (CONFIDENTIAL)

MOTION: Usher made a motion to approve the 06/12/2012 Minutes of Executive Session.

Second: Hinely seconded the motion.

MOTION PASSED unanimous without opposition.

CONSIDERATION FOR APPROVAL OF THE 06/19/2012 MINUTES OF EXECUTIVE SESSION (CONFIDENTIAL)

MOTION: Hinely made a motion to approve the 06/19/2012 Minutes of Executive Session.

Second: Weitman seconded the motion.

MOTION PASSED unanimous without opposition.

CONSIDERATION FOR APPROVAL OF THE 06/26/2012 MINUTES OF EXECUTIVE SESSION (CONFIDENTIAL)

MOTION: Hinely made a motion to approve the 06/26/2012 Minutes of Executive Session.

Second: Weitman seconded the motion.

MOTION PASSED unanimous without opposition.

CONSIDERATION TO AWARD A CONTRACT FOR ROADSIDE MOWING AND MAINTENANCE

This is in reference to bids received for a contract for roadside mowing and maintenance 07/15/12 – 10/31/12, with two one year options. Bid and contract information was provided to Council Members for their review. Bennett added that this contract will free up staff to perform other duties for approximately two weeks a month.

MOTION: Shealy made a motion to approve The McGraley Company roadside mowing and maintenance contract at \$1,040 per cutting.

Second: Hinely seconded the motion.

MOTION PASSED unanimous without opposition.

CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION

No Actions were taken.

CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING

MOTION: Hinely made a motion at 8:33 p.m. to adjourn this meeting.

Second: Ambrose seconded the motion.

MOTION PASSED unanimous without opposition.

08/14/12 Approved  
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**07/11/2012 Posted on Website – Approved 07/10/2012**

**CALL TO ORDER**

A Called Meeting of the City of Springfield Council was held following a recess after the Public Hearing which had begun at 6:00 p.m. and had closed at 7:13 p.m. on June 26, 2012 in the Council Chambers in Springfield, Georgia. This called meeting was called to order at 7:36 pm by Mayor Pro Tem Jeff Ambrose.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

Council Member Troy Allen was unable to attend this meeting. A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, Attorney

**GUEST PRESENT:**

Barty Alderman  
Bibana Krall  
Paul Lindsay  
Susan Lindsay

**DISPENSE WITH THE REGULAR ORDER OF BUSINESS**

Mayor Pro Tem Ambrose dispensed with the regular order to business.

**NEW BUSINESS**

**Consideration to approve an Early Retirement Policy for the City of Springfield**

Council reviewed the agreement which had been provided in their packets. City Manager Brett Bennett advised that the City Attorney had made a few legal terminology changes and that correction change had been made. Council Members were provided copy of the updated version for their review.

MOTION: Shealy made a motion to approve the Early Retirement agreement.

Second: Usher seconded the motion.

A brief discussion followed with the suggestion that the City Manager be authorized to offer this agreement to those eligible.

MOTION: Shealy made a motion to amend his original motion thereby authorizing the City Manager to offer the Early Retirement agreement to those employees that are eligible.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

**OLD BUSINESS**

**CONSIDERATION OF (ORDINANCE # 2012-11) AN AMENDMENT TO THE ALCOHOL ORDINANCE REQUIRING TRAINING FOR SERVERS AND SELLERS OF ALCOHOL AT SPECIAL EVENTS (06/12/12 Introduction of Amendment)**

Bennett explained that this was the amendment that was introduced at the 06/12/12 meeting. Shealy commended Council Members for their efforts to introduce some type of training, but feels more training requirements should be made. A brief discussion followed.

MOTION: Weitman made a motion approve the amendment to the alcohol ordinance requiring training for servers and sellers of alcohol at special events.

Second: Hinely seconded the motion.

**MOTION PASSED with a vote of 4 Yes (Ambrose, Hinely, Weitman & Usher), 1 No (Shealy).**

**CONSIDERATION OF (ORDINANCE # 2012-12) AN AMENDMENT TO THE GARAGE SALE (YARD SALE) ORDINANCE (06/12/12 Introduction of Amendment)**

This Amendment was introduced at the 06/12/12 Meeting. A brief discussion followed.

MOTION: Usher made a motion to approve the amendment to the garage sale (yard sale) Ordinance.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

City Attorney Rick Rafter suggested an Executive Session in order to discuss pending litigation.

**MOTION TO MOVE FROM THE CALLED MEETING INTO AN EXECUTIVE SESSION**

MOTION: Usher made a motion at 7:47 p.m. to move from the called meeting into an Executive Session reference Pending Litigation.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE CALLED MEETING**

MOTION: Hinely made a motion at 8:12 p.m. to move from the Executive Session back into the called meeting.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

**NO ACTIONS WERE TAKEN FROM THE EXECUTIVE SESSION**

**CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING**

MOTION: Hinely made a motion at 8:13 p.m. to adjourn this meeting.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

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**07/11/2012 Posted on Website – Approved 07/10/2012**

Minutes of **PUBLIC HEARING**  
Council Chambers – 06/26/2012 – 6:00 p.m.

**PUBLIC HEARING**

A Public Hearing was called to order by Mayor Pro Tem Ambrose at 6:00 p.m. reference to a petition filed requesting rezone of North Oak Street and a portion of the western part of Early Street from its current residential R1 classification to a zoning classification that would allow the existing homes to be zoned both residential/commercial business offices.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

- Charles Hinely
- Steve Shealy
- Kenny Usher
- Gary Weitman

Council Member Troy Allen was unable to attend this public hearing.

**ALSO PRESENT:**

- Brett Bennett, City Manager
- Linda Rinear, City Clerk
- Rick Rafter, City Attorney
- Matthew Morris, Public Works Director

**GUEST PRESENT:**

- Ruth Kelly
- Dennis Kelly
- Bibiana Krall
- Joyce Mingleдорff
- Joe Kight
- Pam Sheffield
- Barty Alderman
- Jennifer Smith
- Cynthia Brogdon
- Dennis Webb
- Susan Lindsay
- Paul Lindsay

Brenda Weitman  
Douglas Craig  
Jamey Stancell

**PUBLIC DISCUSSION:**

Joyce Mingledorff, Dennis Kelly, Cynthia Brogdon, Brenda Weitman, Paul Lindsay, Pam Sheffield, Bibiana Krall, and Susan Lindsay spoke against the rezoning. Various reasons for opposition were expressed such as need for more consideration, increased traffic flow and speed, rezoning could change the focus of the neighborhood, safety for pedestrians and pets, historical homes in neighborhood, signage in residential areas, grassy lawns changing into parking areas, etc.

Douglas Craig expressed mixed feelings and is not against the rezoning. He does not want to change the atmosphere of the neighborhood but would be okay with a business coming in and fixing up a home, improving the appearance. He suggested rezoning of one home at a time rather than several homes.

Jennifer Smith, Jamey Stancell, and Joe Kight spoke in support of the rezoning. Support issues expressed were that business owners would keep up the property, the more zoning in an area places more restrictions, rezoning is a must for a town to grow, moving forward with an open mind and making the restrictions needed, rezoning might offer more opportunity for home sales and may even complement the residential area, etc.

Council Members remarked on SCAD working toward a Historic District, the need for some help from citizens to serve on committees such as the Planning Board and Historic Committee, and also working together for the good of Springfield.

Some of those who had spoken in opposition of the rezoning expressed a desire to work together on the process of rezoning restrictions, etc.

**CLOSE OF PUBLIC HEARING**

The Public Hearing closed at 7:13 p.m. with a recess before the commencement of the Called Council Meeting.

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**07/11/2012 Posted on Website – Approved 07/10/2012**

Minutes of Council Meeting  
Conference Room – 06/19/2012 – Called Meeting

**CALL TO ORDER**

A Called Meeting of the City of Springfield Council was held on June 19, 2012 in the Conference Room in Springfield, Georgia. This meeting was called to order at 4:02 pm by Mayor Pro Tem Jeff Ambrose.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Troy Allen  
Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, Attorney  
Ben Perkins, Attorney

**GUEST PRESENT:**

No guest was present.

**DISPENSE WITH REGULAR ORDER OF BUSINESS**

Mayor Pro Tem Ambrose dispensed with the regular order of business in order to move into an Executive Session.

**MOTION TO MOVE FROM THE CALLED MEETING INTO AN EXECUTIVE SESSION** – reference pending litigation and real estate acquisition.

**MOTION:** Weitman made a motion at 4:04 p.m. to move into an Executive Session reference pending litigation and real estate acquisition.

**Second:** Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

**MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE CALLED MEETING**

**MOTION:** Allen made a motion at 5:18 p.m. to move from the Executive Session back into the called meeting.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without opposition.**

**NO ACTIONS WERE TAKEN**

**MOTION TO ADJOURN THE CALLED MEETING**

**MOTION:** Hinely made a motion at 5:19 p.m. to adjourn the meeting.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without opposition.**

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**07/11/2011 Posted on Website- Approved 07/10/2012**

Minutes of Council Meeting  
Council Chambers – 06/12/2012 – Regular Meeting

**CALL TO ORDER**

A Regular Meeting of the City of Springfield Council was held on June 12, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:08 pm by Mayor Pro Tem Jeff Ambrose.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

Council Member Troy Allen was not present at the beginning of the meeting, but arrived later. A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, Attorney  
Amber Nettles, Accounting Clerk  
Paul Wynn, Police Chief  
Matthew Morris, Public Works Director  
Travis Zittrouer, Fire Chief

**GUEST PRESENT:**

Trey Monroe  
Attorney Jon Pannell  
Bibiana Krall  
Jamey Stancell  
Lynwood Griffin  
Roy Griffin  
Pearl Thomas

**INVOCATION** – Given by Mayor Pro Tem Ambrose

**PLEDGE OF ALLEGIANCE** – Led by Mayor Pro Tem Ambrose

**APPROVAL OF AGENDA**

**MOTION:** Usher made a motion to approve the Agenda.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**APPROVAL OF MINUTES OF THE 05/08/2012 REGULAR MEETING**

**MOTION:** Hinely made a motion to approve the minutes of the 05/08/12 Regular Meeting.

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without opposition.**

**APPROVAL OF MINUTES OF THE 05/08/2012 BOND ISSUANCE WORKSHOP**

**MOTION:** Shealy made a motion to approve the minutes of the 05/08/2012 Bond Issuance Workshop.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without opposition.**

**PUBLIC COMMENTS**

Bibiana Krall, a resident on Oak Street, spoke before the Council, expressing opposition against the potential rezoning in her neighborhood.

Council Member Troy Allen arrived at approximately 6:20 p.m. and took his seat with the other Council Members.

**NEW BUSINESS**

**CONSIDERATION TO APPROVE A BOND RESOLUTION AND BOND PURCHASE AGREEMENT WITH MERCHANT CAPITAL FOR WATER AND SEWER REFUNDING REVENUE BOND ISSUANCE**

Trey Monroe, with Merchant Capital, discussed the pricing on the bonds and explained the rates on 20 year bonds and expressed the savings anticipated. Attorney Jon Pannell explained the Bond Resolution. City Attorney Rafter explained that a Validation Hearing is set for the 12<sup>th</sup>. A short question and answer session followed.

**MOTION:** Usher made a motion to approve the Bond Resolution and Bond Purchase Agreement with Merchant Capital for Water and Sewer Refunding Revenue Bond Issuance.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without opposition.**

**CONSIDERATION TO APPROVE A CONTRACT FROM FALCON FIREWORKS FOR THE 2012 ANNUAL FIREWORKS DISPLAY TO BE HELD ON 06/30/12 (TOTAL AGREEMENT PRICE \$15,000)**

City Manager Brett Bennett explained that this is the same amount and same person involved as in the past several years, and added that this is a budgeted item. Bennett further advised Council Members that requests for contributions are in motion. Bennett further explained that it is difficult to hold the fireworks inside the city limits due to the proximity to buildings and having to use smaller shells which would create a less desirable fireworks display. A brief discussion followed about the possibility of obtaining contributions earlier in the year to offset the cost to the City of Springfield and also the possibility of not having a fireworks display without more donations from other entities and elsewhere.

**MOTION:** Ambrose made a motion to approve a contract from Falcon Fireworks, with a total agreement price of \$15,000, for the 2012 Annual Fireworks display to be held on 06/30/12.

Second: Allen seconded the motion.

**MOTION PASSED unanimously without opposition.**

**CONSIDERATION OF AN AMENDMENT TO THE ALCOHOL ORDINANCE REQUIRING TRAINING FOR SERVERS OF ALCOHOL AT SPECIAL EVENTS.**

Five options were presented to Council Members for their review. A discussion followed. City Attorney Rafter explained that the law requires us to make an effort and in having officers present overseeing the serving of alcohol we are making an effort to protect the public.

**MOTION:** Usher made a motion to introduce the 5<sup>th</sup> option with the following changes: Sec. 5-45 (f) In first sentence remove "Springfield Police" and replace with "law enforcement", In the third sentence remove "brief", and In the fourth sentence add "and sell" before alcoholic beverages.

Second: Ambrose seconded the motion for introduction of this Amendment.

**MOTION PASSED by a vote of 5 Yes (Ambrose, Allen, Hinely, Weitman, and Usher) and 1 No (Shealy).**  
**INTRODUCTION OF AN AMENDMENT TO THE GARAGE SALE (YARD SALE) ORDINANCE**

Bennett advised that this amendment would limit normal yard sales to residential areas. This amendment will be brought back before Council at the next meeting.

**CONSIDERATION FOR AN APPOINTMENT OF NON-PUBLIC REPRESENTATIVE TO THE COASTAL REGIONAL COMMISSION COUNCIL**

City Manager Brett Bennett explained that Herb Jones has served for three or four terms and is willing to serve again.

**MOTION:** Hinely made a motion to reappoint Herb Jones as the non-public representative to the coastal regional commission council.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION OF PETITION FROM PROPERTY OWNERS ON EARLY STREET AND OAK STREET REGARDING ESTABLISHING A NEW ZONING THAT WILL ALLOW PROFESSIONAL SERVICE OFFICES (LAWYERS, CPA, APPRAISER, ETC.)**

City Manager Brett Bennett explained that no actions have been taken and that multiple public hearings would be required. Bennett recommended a public hearing be held for the neighbors to express their concerns and so that any possible misconceptions could also be cleared up.

**MOTION:** Allen made a motion to a general Public Hearing on Tuesday 06/26/12 for the residents who could potentially be affected. Allen asked that all of those residents be informed of the date and time of the public hearing.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION TO ALLOCATE FUNDING FOR WTOC SKY CAM IN EFFINGHAM COUNTY THAT WILL TENTATIVELY BE LOCATED ON THE COURTHOUSE IN SPRINGFIELD**

This effort has been headed up by the Hospital, County; Cites as something being explored that would offer some advertisement. Bennett advised that he was approached to put this item on the agenda and advised Council Members that if they were interested he could obtain more information.

**MOTION:** Usher made a motion to Not provide funding for the WTOC Sky Cam.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION OF THE FINAL AMENDMENT (Ordinance # 2012-10) TO THE 2011 GENERAL FUND OPERATING BUDGET**

Bennett went over some of the un-budgeted expenses. A brief discussion followed.

**MOTION:** Hinely made a motion to approve the final amendment to the 2011 General Fund Operating Budget.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**GENERAL GOVERNMENT**

**Discussion of L.O.S.T. Negotiations Process**

The LOST Negotiations occurs every 10 years. Two Elected Officials from each Municipality and County Office are asked to attend these negotiations. Those Council Members interested in attending some of the negotiations were asked to let Brett Bennett know. Bennett will advise when the meetings are scheduled.

**Reminder – The SRC will be showing the film “Independence Day” to the Public on July 3<sup>rd</sup> at dusk in the City of Springfield Parking Lot**

**REPORTS**

**Administration**

Traffic Light at Madison/Laurel - Bennett has been advised that the traffic light at Madison St/Laurel was corrected today.

CDBG Project – All permits through the DOT should be finalized within a few weeks. The easements take longer.

DOT Intersection – Bennett will continue to ask questions to the DOT, but has not been explained what the holdup is.

Matthew Morris – Bennett introduced Matthew Morris, the Public Works Director, to Council.

Mowing Bids – Bennett included in Council packets some information reference bids for mowing. Bennett has been exploring the possibilities of outsourcing mowing and will bring back this information for Council review and consideration.

**Pearl Thomas addressed Police Chief Paul Wynn**

Ms. Thomas spoke of speeders in the neighborhood, Railroad Avenue. She has tried to get tag numbers but has been unable to do so. She asked about the possibility of “Children at Play” signs. Chief Wynn advised that he will check on this request.

**Police Department**

The Council Members were provided a copy of the Monthly Police Department Report. Police Chief Paul Wynn advised that Wendy Shuman has left the Police Department and that Darlene Seagroves has taken her place and asked that Council Members come around and meet the new Police Clerk when they get the chance.



**Fire Department**

The Council Members were provided a copy of the Monthly Fire Department Report. Travis Zittrouer advised that hydrant maintenance has been performed and that after the flow test have been conducted that the painting on top of the hydrants will be done.

**Department Liaisons**

Mayor Pro-Tem Ambrose remarked that the City of Springfield has been re-certified as a Certified City of Ethics.

Usher – Asked about Dee Run – Police Chief Wynn advised that additional patrol has been in that area and no more complaints have been received.

**CONSIDERATION FOR A MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION – reference Personnel, Land Acquisition, and Pending Litigation**

**MOTION:** Allen made a motion to move from the regular meeting into an Executive Session at 7:47 p.m. in reference Personnel, Land Acquisition, and Pending Litigation.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING**

**MOTION:** Hinely made a motion to move from the Executive Session back into the Regular Meeting at 8:33 p.m.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION FOR APPROVAL OF THE 05/08/2012 MINUTES OF EXECUTIVE SESSION (CONFIDENTIAL)**

**MOTION:** Shealy made a motion to approve the 05/08/2012 Minutes of Executive Session.

2<sup>nd</sup>: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION**

No Actions were taken.

**CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING**

**MOTION:** Hinely made a motion at 8:38 p.m. to adjourn this meeting.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without objection.**

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**06/13/12 Posted on Website – Minutes of the 05/08/12 Bond Workshop were approved on 06/12/12**

Minutes of Bond Issuance Workshop  
05/08/2012 - Council Chambers

**CALL TO ORDER**

A Bond Issuance Workshop immediately followed the adjournment of the 05/08/12 regular meeting, beginning at approximately 8:17 p.m.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

- Troy Allen
- Charles Hinely
- Steve Shealy
- Kenny Usher
- Gary Weitman

A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

- Brett Bennett, City Manager
- Amber Nettles, Accounting Clerk
- Rick Rafter, City Attorney

**GUEST PRESENT:**

Trey Monroe, Merchant Capital

**BOND ISSUANCE DISCUSSION**

A workshop was held in order to provide information of options to those present followed by a short question and answer session.

**ADJOURN**

This Bond Issuance Workshop ended at 8:54 p.m.

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**06/13/2012 Posted on Website - Minutes of the 05/08/12 Meeting were approved on 06/12/12**

Minutes of Council Meeting  
Council Chambers – 05/08/2012 – Regular Meeting

**CALL TO ORDER**

A Regular Meeting of the City of Springfield Council was held on May 8, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:00 pm by Mayor Pro Tem Jeff Ambrose.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

Council Member Troy Allen was not present at the beginning of the meeting, but arrived later. A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, Attorney  
Amber Nettles, Accounting Clerk  
Paul Wynn, Police Chief  
Travis Zittrouer, Fire Chief

**GUEST PRESENT:**

Jamey Stancell  
Professor Lim  
Trey Monroe  
Milin Patel  
Attorney Kicklighter

**INVOCATION** – Given by Council Member Weitman

**PLEDGE OF ALLEGIANCE** – Led by Mayor Pro Tem Ambrose

**APPROVAL OF AGENDA**

**MOTION:** Ambrose made a motion to approve the Agenda

**Second:** Hinely seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPROVAL OF MINUTES OF THE 04/10/2012 REGULAR MEETING**

**MOTION:** Hinely made a motion to approve the minutes of the 04/10/2012 regular Meeting.

**Second:** Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**PUBLIC COMMENTS**

Jamey Stancell, President of the Springfield Merchants Association, spoke in reference to yard sales. Stancell expressed support for yard sales at homes on private property, but feels that when yard sales are held on Business Property or Commercial Zoned properties business license should be obtained.

## **NEW BUSINESS**

### **Consideration of a variance request by Quick Stop # 68 located at 601 South Laurel Street for gasoline canopy side and front setback (Went before the Planning and Zoning Board on 05/07/2012)**

Milin Patel stepped forward to speak with Council Members. A brief discussion followed. A Planning Board Meeting had been held on 05/07/12 and a quorum was not present. The Planning Board Members that were present recommended approval of this variance request.

**MOTION:** Weitman made a motion to approve the variance request by Quick Stop # 68 located at 601 South Laurel Street for the gasoline canopy.

Second: Usher seconded the motion.

### **MOTION PASSED unanimous without objection.**

### **Consideration for approval of an alcohol license application, retail package sales of beer and wine, requested by Milin J. Patel for Quick Stop # 68 located at 601 South Laurel Street**

Milin Patel along with Attorney Kicklighter spoke before the Council. A discussion followed reference the interpretation of footage from the building to the church, the possibility of moving the door on the building or leaving it as designed in order to remain more attractive, etc.

**MOTION:** Hinely made a motion to approve the alcohol license application for retail package sales of beer and wine, requested by Milin J. Patel, for the Quick Stop # 68 located at 601 South Laurel Street.

Second: Shealy seconded the motion.

### **MOTION PASSED by a vote of 4 Yes (Ambrose, Hinely, Shealy & Weitman, and 1 No (Usher)**

Council Member Usher remarked that the current ordinance needs to be amended in order to clarify measurements.

**Council Member Troy Allen arrived at 6:32 p.m. and took his seat with the other Council Members.**

### **Consideration for approval of a Resolution (Number R2012-1) to adopt a Local Government Record Retention Schedule**

A brief discussion followed.

**MOTION:** Shealy made a motion to approve the Resolution to adopt a Local Government Record Retention Schedule.

Second: Hinely seconded the motion.

### **MOTION PASSED unanimous without objection.**

### **Consideration for approval of a Resolution (Number R2012-2) to designate a Records Custodian for written requests made under the Georgia Open Records Act**

A brief discussion followed in reference to changes in the Georgia Open Records Act.

**MOTION:** Ambrose made a motion to approve the Resolution to designate a Records Custodian for written requests made under the Georgia Open Records Act.

Second: Usher seconded the motion.

### **MOTION PASSED unanimous without objection.**

### **Consideration to authorize the City Manager to expend funds up to \$7,000 to complete the Historic District Project**

Professor Lim appeared before the Council Members. City Manager Brett Bennett briefly discussed the SCAD project and would like to receive approval to continue in order to finalize the Historic District Project. Professor Lim explained the process. Bennett advised that the funding source would be the General Fund.

**MOTION:** Usher made a motion to authorize the City Manager to expend funds up to \$7,000 to complete the Historic District Project.

Second: Allen seconded the motion.

### **MOTION PASSED unanimous without objection.**

### **Consideration to contribute to the funding of the Camp Davis Re-Creation**

Bennett had included a flyer in each Council packet in reference to this event and noted that the City of Guyton has contributed some funds toward this event. The requested sponsorship was \$500 to \$1,000, which could be taken out of Special Event Funds.

**MOTION:** Usher made a motion to approve \$500 funding to be provided for this event, out of Special Event Funds,

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**OLD BUSINESS**

**Consideration for approval of an amendment to the Ethics Ordinance (Number 2012-09) This Ordinance was presented to the Public on 04/10/12)**

A brief discussion followed.

**MOTION:** Hinely made a motion to approve the amendment to the Ethics Ordinance.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**Consideration for approval of a Resolution (Number R2012-3) reference the Ethics Ordinance**

A brief discussion followed.

**MOTION:** Weitman made a motion to approve the Resolution in reference to the Ethics Ordinance.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without objection.**

**GENERAL GOVERNMENT**

**Discussion – Changes to Georgia’s Open Records and Open Meetings Act.**

This item had been addressed earlier in the meeting. Bennett wished this to be listed on the Agenda in case Council Members may have further questions. No further questions were asked.

**Discussion – Alcohol Restrictions at Community Events**

A lengthy discussion followed with discussion if some type of training requirements should or should not be imposed for those non-profit organizations holding events in which alcohol would be served.

Jamey Stancell expressed the difficulties involved with obtaining volunteers for events and that additional training requirements could pose additional burdens on volunteers. Stancell further stated that he has received a price for the insurance for this event, and spoke of scheduling problems, etc.

City Attorney Rick Rafter advised that reasonable steps to protect citizens should be taken and that we cannot control every aspect. Arm bands at one location and the alcohol being poured at another area do act as a two step process.

City Manager Brett Bennett suggested that two sets of regulations could be brought back before Council for their consideration at the next meeting.

Stancell advised that five (5) volunteers could receive the training.

**Discussion – Yard Sale Ordinance**

Bennett suggested that if someone sets up a yard sale on Commercial property they should obtain a Business License.

Mayor Pro Tem Ambrose asked that Bennett work on an Amendment with exceptions for churches and perhaps non-profit organizations.

**Reminder – A Bond Issuance Workshop will immediately follow the close of this meeting.**

This workshop is in reference to the Water & Sewer Enterprise Fund – Plan of Finance of 2012 Bonds.

**Reminder – Camp Davis Re-Creation, 150<sup>th</sup> Commemoration of the Civil War, will be held on Saturday 05/12/12 from 9 a.m. until 6:00 p.m. at 1683 Hwy 17 North in Guyton GA.**

**REPORTS**

**Administration**

No reports

**Police Department**

Police Chief Paul Wynn went over the monthly report. Wynn advised that the Police Clerk had placed her resignation with a five (5) weeks’ notice. Council Members expressed their gratitude for the notice and asked that the Police Chief pass this along to the Police Clerk.

**Fire Department**

Travis Zittrouer had provided copy of the monthly report and had to leave the meeting, prior to this time, in order to attend to training.

**Department Liaisons**

No reports.

**CONSIDERATION FOR A MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION –**  
reference Personnel, Land Acquisition, and Pending Litigation

**MOTION:** Allen made a motion to move from the Regular Meeting into an Executive Session at 7:46 p.m. reference Personnel, Land Acquisition, and Pending Litigation.

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING**

**MOTION:** Hinely made a motion to move from the Executive Session back into the Regular Meeting at 8:15 p.m.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION**

No Actions were taken.

**CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING AND MOVE DIRECTLY INTO A BOND ISSUANCE WORKSHOP**

**MOTION:** Ambrose made a motion at 8:16 p.m. to adjourn this meeting.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

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**05/14/12 Posted on Website – 04/10/12 Minutes were approved on 05/08/12**

Minutes of Council Meeting  
Council Chambers – 04/10/2012 – Regular Meeting

**CALL TO ORDER**

A Regular Meeting of the City of Springfield Council was held on April 10, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:04 pm by Mayor Pro Tem Jeff Ambrose.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

- Troy Allen
- Charles Hinely
- Steve Shealy
- Kenny Usher
- Gary Weitman

A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

- Brett Bennett, City Manager
- Linda Rinear, City Clerk
- Rick Rafter, Attorney
- Travis Zittrouer, Fire Chief

**GUEST PRESENT:**

- Pearl Thomas
- Jamey Stancell
- Lynwood Griffin

**INVOCATION** – Given by Mayor Pro Tem Ambrose

**PLEDGE OF ALLEGIANCE** – Led by Mayor Pro Tem Ambrose

**APPROVAL OF AGENDA**

MOTION: Allen made a motion to approve the Agenda

Second: Usher seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPROVAL OF MINUTES OF THE 03/13/2012 REGULAR MEETING**

MOTION: Usher made a motion to approve the minutes of the 03/13/2012 regular Meeting.

Second: Hinely seconded the motion.

**MOTION PASSED by a vote of 5 yes (Allen, Hinely, Shealy, Usher & Weitman), 1 abstain (Ambrose).**

**APPROVAL OF MINUTES OF THE 04/04/2012 CALLED SPECIAL MEETING**

MOTION: Hinely made a motion to approve the minutes of the 04/04/2012 Called Special Meeting.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**PUBLIC COMMENTS** – No Public Comments were made.

**NEW BUSINESS**

**First Reading (Introduction to the Public) of the Amendment to the Ethics Ordinance**

MOTION: Usher made a motion to introduce the Amendment to the Ethics Ordinance.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**Consideration to establish the position of Public Works Director**

A brief discussion followed.

MOTION: Ambrose made a motion to establish the position of Public Works Director.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

**Consideration to approve Service Delivery Worksheets**

A brief discussion followed.

MOTION: Hinely made a motion to approve the Service Delivery Worksheets.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**GENERAL GOVERNMENT**

**Discussion of project list for the discretionary (25%) funds from the Transportation Investment Act (T-SPLOST)**

City Manager Bennett is in the process of putting a list together. The County is naming specific large projects. The funds can be used for street striping, resurfacing, signage, sidewalks, drainage projects, possibly even landscaping on the bypass, etc. The idea is to name specific projects so when the voters go to the polls they will be aware of actual projects. Bennett asked for Council input. The funds would be \$100,000 a year over a period of ten years.

**Discussion of training requirement for alcohol sales at special events**

An indebt discussion followed. Several training suggestions were made such as simple on-line training, or the possibility that a few members of the Merchants Association could get certified and they could conduct personal training sessions to others that would be working with the serving of alcohol at the Special Event.

The idea behind the training would be to protect the City, Organizations, and others of possible liability issues. Bennett advised Council that he will have the training requirement drafted in an Amendment to the Alcohol Ordinance, if they so choose. Mayor Pro Tem Ambrose suggested that if the Alcohol Ordinance is amended for Special Events perhaps the other local establishments should also be included in the amendment.

Jamey Stancell, President of the Merchants Association, wants to be sure there are enough responsible servers available for the upcoming event and would like for the planned event to turn out good so that it may become an Annual Event.

Council Member Shealy pointed out various scenarios that could occur if servers were not properly trained and stressed the importance of training.

Attorney Rafter suggested that perhaps one or two people could be certified and they could train the other servers or have two supervisors available to watch what is going on.

Bennett will forward the training information to Council Members for their review.

**Discussion of Banking Service with the Heritage Bank of the South**

Bennett advised Council Members that banking services had gone through the bid process and that we will soon be set up to accept credit and debit cards at the City Hall Office and the Police Department.

**REPORTS**

**Administration**

City Manager Bennett briefly discussed the following:

- CDBG Project – Sometime between now and the end of June we may be ready go to bids. The Plans will have to be approved.
- Intersection Improvements – Still have not heard from the contractors.
- Mars Theatre – Architectural Plans are completed; now waiting on plumbing and electrical.
- Reminder – Olde Effingham Days – This weekend.

**Police Department**

Police Chief Paul Wynn was on vacation this week and unable to attend this meeting, but did provide copies of the Police Department report for Council Members.

**Fire Department**

Fire Chief Travis Zittrouer presented the Fire Department report to Council Members and remarked on a significant call they had recently worked at the hospital, which resulted in a favorable outcome. Most of the rookies are in training with most having completed the Basic Firefighters Course.

**City Council Department Liaisons**

A brief discussion of the recycling program and an engineer for the drainage project followed.

**CONSIDERATION FOR A MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION –**  
reference Pending Litigation and Personnel

**MOTION:** Allen made a motion to move from the Regular Meeting into an Executive Session at 7:03 p.m. reference Pending Litigation and Personnel

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING**

**MOTION:** Hinely made a motion to move from the Executive Session back into the Regular Meeting at 7:30 p.m.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION**

No Actions were taken.

**CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING**

**MOTION:** Hinely made a motion at 7:31 p.m. to adjourn this meeting.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

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Minutes of Council Meeting  
Council Chambers – 04/04/2012 – Called Special Meeting

**CALL TO ORDER**

A Called Special Meeting of the City of Springfield Council was held on April 4, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 2:00 pm by Council Member Hinely.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Troy Allen  
Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rinear, City Clerk  
Rick Rafter, City Attorney

**GUEST PRESENT:**

Ben Perkins, Attorney

**MOTION TO MOVE FROM THE CALLED MEETING INTO AN EXECUTIVE SESSION – Reference Pending Litigation**

MOTION: Hinely made a motion at 2:01 p.m. to move from the Called Meeting into an Executive Session.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE CALLED MEETING**

MOTION: Hinely made a motion to move from the Executive Session back into the Called Meeting at 3:18 p.m.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION – No Action was taken.**

**CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING**

MOTION: Allen made a motion at 3:19 p.m. to adjourn this meeting.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without objection.**

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**04/11/2012 Posted on Website - Minutes of 03/13/2012 Meeting were approved on 04/10/2012**

Minutes of Council Meeting  
Council Chambers – 03/13/2012 – Regular Meeting

**PUBLIC HEARING**

A Public Hearing was held at 6:00 p.m. in the City of Springfield Council Chambers in reference to Anthony Whiddon's request for a Home Occupation to be located at 903 North Oak Street, Springfield, GA, with the name of the business being "Punisher Custom Gunsmithing" for online sale's/gun show sales. No public comments were expressed during the public hearing. The Public Hearing was closed at 6:04 p.m.

**CALL TO ORDER**

A Regular Meeting of the City of Springfield Council was held on March 13, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:05 pm by Council Member Hinely.

**DESIGNATION OF AN ACTING CHAIR TO LEAD THE MEETING IN THE ABSENCE OF THE MAYOR PRO TEM**



**MOTION:** Hinely made a motion to appoint Council Member Kenny Usher as the Acting Chair to lead this meeting in the absence of Mayor Pro Tem Jeff Ambrose.

Second: Weitman seconded the motion.

**MOTION PASSED unanimously without objection.**

**ACTING CHAIR KENNY USHER AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Troy Allen  
Charles Hinely  
Steve Shealy  
Gary Weitman

Mayor Pro Tem Jeff Ambrose was unable to attend this meeting. A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, Attorney  
Travis Zittrouer, Fire Chief

**GUEST PRESENT:**

Anthony Widdon	Benjamin Ginn
Keith Mitchell	Susan Piros
Richard Seagroves	Rick Seagroves
Rick Seagroves	James Carlson
Jamey Stancell	

**INVOCATION** – Given by Acting Chair Usher

**PLEDGE OF ALLEGIANCE** – Led by Acting Chair Usher

**AMENDMENT TO AND APPROVAL OF AGENDA**

**MOTION:** Allen made a motion to amend the Agenda to add item L under New Business – “Consideration for approval of a Transportation MOU between the Georgia Department of Transportation and the City of Springfield, reference \$300,000 of Federal Transportation Enhancement (TE) Funding” and to approve the Agenda as amended.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPROVAL OF MINUTES OF THE 02/14/2012 REGULAR MEETING**

**MOTION:** Hinely made a motion to approve the minutes of the 02/14/2012 regular Meeting.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPEARANCES**

**Anthony Whiddon request consideration to open a Home Occupation at 903 North Oak St, with the business name being “Punisher Custom Gun-smithing”, for online sales/gun show sales.**

Anthony Whiddon appeared before the Council Members and explained that he wishes to ultimately obtain a Federal Firearms License and that this is a step in the process. Mr. Whiddon advised that he will only keep personal weapons and ammunition at his residence which is stored in a safe for his personal use. Mr. Whiddon was instructed that only a small portion of his home could be used as the office/business in order to comply with the Home Occupation status. Mr. Whiddon further informed Council Members that he eventually hopes to open a business in town and understands that he would then have to come back before Council.

**MOTION:** Weitman made a motion to approve Anthony Whiddon’s request for a Home Occupation to be located at 903 North Oak Street, with the name of the business “Punisher Custom Gun-smithing”, for online sales/gun show sales.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**WOODMEN OF THE WORLD – FLAG PRESENTATION**

Keith Mitchell, Field Representative, with Woodmen of the World Insurance Company presented three flags to the Council Members and further stated that plans are to provide the City of Springfield with fifty (50) flags.

**PUBLIC COMMENTS**

Chairman Usher recognized the Boy Scout Leader and the Boy Scouts that were present at this meeting who are working on their citizenship merit badges.

## **NEW BUSINESS**

### **Consideration for approval of the Springfield Merchants Association request for a Special Events Permit**

Jamey Stancell, President of the Springfield Merchants Association, appeared before the Council Members in reference to the Special Events Permit request. This will be the Springfield Fall Festival 2012 and will be held on October 12<sup>th</sup> and 13<sup>th</sup>. The event will be sponsored by the Springfield Merchants Association and the City of Springfield. It will be a 2-day event held downtown on Laurel Street on Friday night and Saturday. A map was provided to Council Members exhibiting entertainment stage area, vendors, etc. A brief discussion followed.

**MOTION:** Allen made a motion to approve the Springfield Merchants Association's request for a Special Events Permit for the 2012 Springfield Fall Festival to be held on October 12<sup>th</sup> and 13<sup>th</sup>.

Second: Shealy seconded the motion.

### **MOTION PASSED unanimous without objection.**

### **Consideration for approval of the Springfield Merchants Association request for a Special Events Alcohol Permit**

Jamey Stancell answered questions posed by Council Members. Stancell explained that the money would be kept separate from the alcohol. Committee Members will be responsible for the selling of hand bands for the purchase of beer. Reasonable training will be provided to those in charge for the pouring. The serving of beer will not start until 4 pm on Saturday, and serving will stop around 9:30 pm. A brief discussion followed.

**MOTION:** Hinely made a motion to approve the Springfield Merchants Association request for a Special Events Alcohol Permit, in reference to the Springfield Fall Festival to be held on Oct 12<sup>th</sup> and 13<sup>th</sup>, 2012.

Second: Allen seconded the motion.

### **MOTION PASSED unanimous without objection.**

### **Consideration for approval of an Ordinance (#2012-04) to set the Mayor and Council Members compensation for services (Mayor @ \$75 per Regular Meeting Attended – Council Members @ \$35 per Regular Meeting Attended)**

City Manager Brett Bennett advised that this ordinance and the following three ordinances are in reference to the New Charter, which provides for Ordinances to be set.

**MOTION:** Weitman made a motion to approve an Ordinance to set the Mayor and Council Members compensation for services.

Second: Shealy seconded the motion.

### **MOTION PASSED unanimous without objection.**

### **Consideration for approval of an Ordinance (#2012-05) to appoint the Chief Judge for the City of Springfield Municipal Court and to set compensation for the Chief Judge (Judge Grady Reddick)**

**MOTION:** Allen made a motion to approve an Ordinance to appoint Grady Reddick as the Chief Judge for the City of Springfield Municipal Court and to set compensation for the Chief Judge.

Second: Hinely seconded the motion.

### **MOTION PASSED unanimous without objection.**

### **Consideration for approval of an Ordinance (#2012-06) to set the regular intervals and location of the City of Springfield Municipal Court**

**MOTION:** Allen made a motion to approve an Ordinance to set the regular intervals and location of the City of Springfield Municipal Court.

Second: Weitman seconded the motion.

### **MOTION PASSED unanimous without objection.**

### **Consideration for approval of an Ordinance (#2012-07) to set the City of Springfield Fiscal Year (January 1 – December 31<sup>st</sup> of each Year)**

**MOTION:** Weitman made a motion to approve an Ordinance to set the City of Springfield Fiscal Year as January 1<sup>st</sup> – December 31<sup>st</sup> of each Year.

Second: Hinely seconded the motion.

### **MOTION PASSED unanimous without objection.**

**Consideration for approval of an Ordinance (#2012-08) to restate the Retirement Plan for the Employees of the City of Springfield, Georgia, in accordance with and subject to the terms and conditions set forth in the Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement. When accepted by the authorized officers of the City and GMEBS, the foregoing shall constitute a Contract between the City and GMEBS, all as authorized by O.C.G.A. § 47-5-1 et seq**

A discussion followed. The Pension Committee will “by default” include the City Manager, City Clerk, two employee representatives appointed by the Governing Authority, and three appointed members of the Governing Authority. The current In-Service death benefit provision requires that in order to qualify for the in-service death benefit, the participant must be eligible for Early or Normal Retirement at the time of death. The City Clerk suggested that Council Members consider adding the post-termination pre-retirement death benefit, which would be payable in the event that an eligible participant died after termination of employment but before he or she began drawing retirement benefits. The additional cost should be less than two hundred dollars.

**MOTION:** Weitman made a motion to approve the Ordinance, adding the post-termination pre-retirement death benefit.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**Consideration for approval of the Springfield Transportation Enhancement Contract Modification #2, Keck & Wood Reference No: 096262.00**

City Manager Bennett explained that this would be for the design on the west side (railroad side of Laurel Street) down Madison. The local dollars will fund this side of the road. \$35,650 would be the cost, which would be subtracting the construction administration costs. Several conversations with Keck & Wood have been about the west side of the road and he said the Contract contained an error when stating east. City Attorney Rafter explained that a line could be drawn through east and that west could be written and initialed before signing the contract, in order to correct this minor error.

**MOTION:** Hinely made a motion to approve the Springfield Transportation Enhancement Contract Modification # 2, Keck & Wood Reference No: 096262.00 for \$35,650, by substituting “West” for “East” in the contract.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**Consideration for approval of Merchant Capital Engagement Letter (Proceeds from the issuance of the bonds will be used to refinance existing debt or to make improvements to the utility system. The bonds will be issued in the approximate principal amount of \$5 million)**

The City Manager advised this is simply to let them know that we may wish to engage in this, and assured Council Members that this is not a binding contract.

**MOTION:** Allen made a motion to approve the Merchant Capital Engagement Letter.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

**Consideration for approval of Sanders, Trowell & Associates Architecture, Inc. proposal for Architecture Design for the Mars Theater (\$10,000 lump sum - \$5,000 retainer + \$5,000 due at issuance of Construction documents)**

The SRC recommends this proposal be approved.

**MOTION:** Allen made a motion to approve Sanders, Trowell & Association Architecture, Inc. proposal for Architecture Design for the Mars Theater.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**Consideration for approval of Kern-Coleman & Co.’s proposal for Engineering Services for the Mars Theater, KCC# 120087.000 (Architectural/Engineering Services Fee \$8,500)**

A brief discussion followed.

**MOTION:** Weitman made a motion to approve the Kern-Coleman & Co.’s proposal for Engineering Services for the Mars Theater, KCC#: 120087.000.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

**Consideration for approval of a Transportation Enhancement Memorandum of Understanding between the Georgia Department of Transportation and City of Springfield, reference proposed project to receive \$300,000 of Federal Transportation Enhancement (TE) Funding**

A brief discussion followed.

**MOTION:** Allen made a motion to approve the Transportation MOU between the GA Department of Transportation and City of Springfield.

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

## **REPORTS**

### **Administration**

City Manager Bennett briefly discussed the following:

- Streetscape Project, hopefully next week the Power Company should come in and pull the poles
- Intersection – DOT may be doing some prep work next week
- Streetscape Phase Two – Have some plans to begin looking at, asked that Council Members come by his office to review
- Recycling – Carts should be delivered next week. The first pickup is scheduled for Friday April 6<sup>th</sup>
- Letter from GA DNR reference a 80/20 match - \$70,000 grant – First leg of walking trail, acquisition of property, potentially would assist with some construction
- Reminder – Olde Effingham Days – April 13<sup>th</sup> and 14<sup>th</sup>
- Reminder - Mars Bike Ride – April 14<sup>th</sup>

### **Police Department**

Police Chief Paul Wynn was unable to attend this meeting, but did provide copies of the Police Department report for Council Members.

### **Fire Department**

Fire Chief Travis Zittrouer presented the Fire Department report to Council Members. Testing, (Flushing out) of Fire Hydrants will begin in May with press releases prior to commencement.

**City Council Department Liaisons** - No reports were given.

**CONSIDERATION FOR A MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION –** reference Real Estate Acquisition, Pending Litigation, and Personnel

**MOTION:** Allen made a motion to move from the Regular Meeting into an Executive Session at 7:23 p.m. reference Real Estate Acquisition, Pending Litigation, and Personnel

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING**

**MOTION:** Hinely made a motion to move from the Executive Session back into the Regular Meeting at 8:42 p.m.

Second: Allen seconded the motion.

**MOTION PASSED unanimous without objection.**

Brett Bennett discussed Water/Sewer rates briefly and also Tunnel Road.

**CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION**

No Actions were taken.

**CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING**

**MOTION:** Allen made a motion at 8:55 p.m. to adjourn this meeting.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

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**03/14/2012 Posted on City Website - The Minutes of the 02/14/2012 Meeting were approved on 03/13/2012**

Minutes of Council Meeting  
Council Chambers – 02/14/2012 – Regular Meeting

**CALL TO ORDER**

A Regular Meeting of the City of Springfield Council was held on February 14, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:00 p.m. by Mayor Pro Tem Jeff Ambrose.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Charles Hinely  
Steve Shealy  
Kenny Usher  
Gary Weitman

Council Member Troy Allen was unable to attend this meeting. A quorum of Council was represented at this meeting.

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Amber Nettles, Accounting Clerk  
Warren Ratchford, Attorney  
Paul Wynn, Police Chief  
Travis Zittrouer, Fire Chief

**GUEST PRESENT:**

Travis Blankenship

**INVOCATION** – Given by Mayor Pro Tem Ambrose

**PLEDGE OF ALLEGIANCE** – Led by Mayor Pro Tem Ambrose

**APPROVAL OF AGENDA**

**MOTION:** Ambrose made a motion to approve the Agenda.

**Second:** Usher seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPROVAL OF MINUTES OF THE 01/24/2011 REGULAR MEETING**

**MOTION:** Usher made a motion to approve the minutes of the 01/24/2012 regular Meeting.

**Second:** Hinely seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPROVAL OF MINUTES OF THE 02/07/2012 WORKSHOP**

**MOTION:** Hinely made a motion to approve the minutes of the 02/07/2012 Workshop.

**Second:** Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPEARANCES**

**Anthony Whiddon request consideration to open a Home Occupation at 903 North Oak St, with the business name being “Punisher Custom Gun-smithing”, for online sales/gun show sales.**

Mr. Whiddon was not present.

**PUBLIC COMMENTS**

No public comments were made.

**OLD BUSINESS**

**Consideration for approval of the New City Charter**

City Manager Brett Bennett advised Council Members that no additional changes have been made to the New Charter.

**MOTION:** Hinely made a motion to approve.

**Second:** Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

**Consideration for approval of the Motorized Cart (Golf Cart) Ordinance (# 2012-01)**

No changes have been made to the Ordinance and it remains the same as the December meeting. The Ordinance will be effective July 1, 2012 and the DOT has to also approve it and put signs up. The DOT will put up Crossing Signs. City workers will put up the other signs.

**MOTION:** Usher made a motion to approve the Motorized Cart (Golf Cart) Ordinance effective July 1, 2012.

Second: Hinely seconded the motion.

A brief discussion followed. Suggestions for clarity purposes were offered for Section 3 A and Section 3 E.

**MOTION:** Usher made a motion to modify Section 3 A to include after driver's license "and operate in conformity with all restrictions of State Law" and modify Section 3 E adding the word "ONLY" after daylight hours; and approve the Ordinance with requested changes.

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without objection.**

## **NEW BUSINESS**

### **Consideration for approval of an Ordinance (# 2012-02) reference the FY2012 Water/Sewer Budget**

The FY2012 Water/Sewer Budget was discussed during a workshop that was held last week. The only change made was to contingency. Usher extended appreciation to Amber Nettles for her involvement in this Budget process.

**MOTION:** Ambrose made a motion to approve the FY2012 Water/Sewer Budget Ordinance.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

### **Consideration for approval of an Ordinance (# 2012-03) specifying one regular Council Meeting as the second Tuesday of each month and the location, 130 S Laurel Street, and time of the meeting, 6:00 p.m.**

A brief discussion followed.

**MOTION:** Hinely made a motion to approve the Ordinance specifying one regular Council Meeting per month, the location, and time.

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without objection.**

### **Consideration for approval to purchase Radio Read Water Meters**

Discussion: Two price quotes were provided for Council Members review. Option 1 was for 294 meters and Option 2 was for 147 meters. Money would come from SPLOST.

**MOTION:** Hinely made a motion to approve Option 1 for the purchase of 294 radio read water meters at a cost of \$52,479.00.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without objection.**

### **Consideration for nominations of members for the Ethics Committee – Standing Appointment**

Ambrose nominated Jake Brown as a standing appointment to replace Jimmy Sapp, expired term, on the Ethics Committee. No other nominations were presented.

**MOTION:** Hinely made a motion close nominations.

Second: Ambrose seconded the motion.

**MOTION PASSED to close nominations unanimous without objection.**

**MOTION:** Hinely made a motion to appoint Jake Brown to replace Jimmy Sapp as a standing appointment to the Ethics Committee.

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without objection.**

### **Ethics Committee – 1<sup>st</sup> Alternate Appointment**

Shealy made a recommendation to nominate Al Hinson to the Ethics Committee as an alternate for a four year term. No other nominations were offered.

**MOTION:** Weitman made a motion close the nominations for the 1<sup>st</sup> alternate to the Ethics Committee.

Second: Usher seconded the motion.

**MOTION PASSED to close nominations unanimous without objection.**

**MOTION:** Weitman made a motion to appoint Al Hinson to the Ethics Committee as an alternate for a four year term.

Second: Ambrose seconded the motion.

**MOTION PASSED unanimous without objection.**

**Ethics Committee – 2<sup>nd</sup> Alternate Appointment**

Hinely submitted Travis Blankenship's name as an appointment to the Ethics Committee as an alternate. No other nominations were offered.

**MOTION:** Usher moved to close the nominations.

Second: Hinely seconded the motion.

**MOTION PASSED to close nominations unanimous without objection.**

**MOTION:** Hinely made a motion to appoint Travis Blankenship to the Ethics Committee as an alternate with a two year term, in order to stagger the terms.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without objection.**

**GENERAL GOVERNMENT**

No discussion.

**REPORTS**

**Administration**

No discussion.

**Police Department**

Police Chief Paul Wynn presented the Police Department report to Council Members.

**Fire Department**

Fire Chief Travis Zittrouer presented the Fire Department report to Council Members.

**City Council Department Liaisons**

No reports were given.

**CONSIDERATION FOR A MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION –**  
reference Real Estate Acquisition, Pending Litigation, and Personnel

**MOTION:** Usher made a motion to move from the Regular Meeting into an Executive Session at 6:38 p.m. reference Real Estate Acquisition, Pending Litigation, and Personnel

Second: Hinely seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING**

**MOTION:** Hinely made a motion to move from the Executive Session back into the Regular Meeting at 6:50 p.m.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without objection.**

Brett Bennett advised Council Members that he has been approached by someone who would like to purchase the Old City Dump property. A brief discussion followed. The property could possibly be sold with stipulations to hold the City of Springfield harmless. Usher feels the property could be surplus and open to bids. Public auction was also suggested.

The next Agenda will list the location of the old city dump for surplus and will be considered for approval to surplus at that time.

Brett Bennett met with County Officials and will have multiple meetings in reference to an Engineer and also the County maintaining the median.

DOT intersection projects should begin sometime in March.

Streetscape - Monday should convert from overhead to underground power lines. Telephone & Cable should come after that.

**CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION**

No Actions were taken.

**CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING**

MOTION: Ambrose made a motion at 6:59 p.m. to adjourn this meeting.

Second: Weitman seconded the motion.

**MOTION PASSED unanimous without objection.**

**02/15/2012 Posted on City Website - The Minutes of the 02/07/2012 Workshop were approved on 02/14/2012**

Minutes of Workshop  
Council Chambers – 02/07/2012

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Troy Allen                      Charles Hinely  
Steve Shealy                      Gary Weitman  
Kenny Usher

**ALSO PRESENT:**

Brett Bennett, City Manager  
Amber Nettles, Accounting Clerk  
Travis Zittrouer, Fire Chief

**GUEST PRESENT:**

No guests were present.

This workshop started at 6:08 p.m. The following items were discussed:

- The Fiscal Year 2012 Water/Sewer Budget
- Discussion of the Golf Cart Ordinance
- Discussion of Streetscape Phase II
- Discussion of Project Prioritization
- Discussion of Fire Fees

The workshop ended at 8:32 p.m.

**02/15/2012 Posted on City Website - The Minutes of the 01/24/2012 Meeting were approved on 02/14/2012**

Minutes of Council Meeting  
Council Chambers – 01/24/2012 – Regular Meeting

**CALL TO ORDER**

A Regular Meeting of the City of Springfield Council was held on January 24, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:06 p.m. by Mayor Pro Tem Jeff Ambrose.

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Charles Hinely  
Steve Shealy  
Kenny Usher

Council Members Troy Allen and Gary Weitman were unable to attend this meeting. A quorum of Council was represented at this meeting.



**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, City Attorney  
Travis Zittrouer, Fire Chief  
O'Neal Jones, Fire Fighter  
Jarrod Wright, Fire Fighter

**GUEST PRESENT:**

No guests were present.

**INTRODUCTION OF NEW FIRE FIGHTERS WITH THE CITY OF SPRINGFIELD FIRE DEPARTMENT**

Mayor Pro Tem Ambrose recognized the two new fire fighters of the Springfield Fire Department. O'Neal Jones and Jarrod Wright were introduced and welcomed by Council Members.

**INVOCATION** – Given by Mayor Pro Tem Ambrose

**PLEDGE OF ALLEGIANCE** – Led by Mayor Pro Tem Ambrose

**APPROVAL OF AGENDA**

**MOTION:** Usher made a motion to approve the Agenda.

**Second:** Hinely seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPROVAL OF MINUTES OF 01/10/2012 REGULAR MEETING**

**MOTION:** Hinely made a motion to approve the minutes of the 01/10/2012 Regular Meeting.

**Second:** Ambrose seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPEARANCES**

Craig S. Bonnell was scheduled to appear before Council but was not present for this meeting.

**PUBLIC COMMENTS** – No Public Comments were made.

**OLD BUSINESS**

**Consideration for approval of the proposed New Charter for the City of Springfield**

City Manager Brett Bennett explained to Council Members that the Charter contains reference to some Ordinances which are in the process of being drafted and will be brought back before Council for their review. Bennett further explained the process that once the Charter has been approved the advertisements will be sent to the Legislative Council and onto the Board Member on the floor to be presented.

Council Member Hinely asked a few questions about the Charter in which Bennett answered. City Attorney Rick Rafter has compared the existing Charter to the proposed New Charter and has made a few minor changes.

City Manager Bennett suggested that the entire Council Members should be present when the New Charter is voted on.

**MOTION:** Shealy made a motion to table this item until the first meeting in February (02/14/2012).

**Second:** Hinely seconded the motion.

**MOTION TO TABLE PASSED unanimous without objection.**

**Consideration of nominations to the Ethics Committee**

Mayor Pro Tem Ambrose advised that he is still waiting on some answers from citizens and suggested that this item remain on the Agenda. One active appointment is needed along with two alternates.

**Planning and Zoning Board**

Appointments are needed for the Planning and Zoning Board also. City Manager Bennett will email a list of appointments to Committees and Boards for Council Members review.

**NEW BUSINESS** – No New Business was discussed.

**GENERAL GOVERNMENT**

**Discussion of the FY2012 Water/Sewer Budget**

Council Members requested that a workshop be held in order to go over the FY2012 Water/Sewer Budget. The workshop was tentatively set for Tuesday February 7, 2012 at 6:00 p.m.

**Discussion of the Motorized Cart Ordinance (Golf Carts)**

Bennett advised that this is still on-going and that it is back on the table for review. Plans are to bring the previous draft of this Ordinance back to the February 14, 2012 meeting and also suggested that this item be included in the workshop scheduled for February 7, 2012.

**Introduction of newly hired Fire Fighters** - This was addressed earlier in the meeting.

**Projects to be discussed at upcoming Workshop**

City Manager Bennett will compile one list of various projects and asked that the list be reviewed at the upcoming Workshop tentatively scheduled for February 7, 2012 at 6:00 p.m. The list will be discussed at the workshop and proposed projects could be prioritized.

**MAYOR’S DAY AND EFFINGHAM DAY AT THE CAPITOL**

Mayor Pro Tem Jeff Ambrose remarked that he had attended both of these events and had learned so much and spoke highly of each event. He will have several suggestions to add to the proposed projects.

**Project Updates**

City Manager Brett Bennett gave brief updates on the Streetscape, Storm Drain, and DOT Projects. Bennett will also notify Council Members of the date in which a walk through will be scheduled for approval of the current Streetscape Project.

**Bingo**

Council Member Usher asked about the possibility of a Bingo Ordinance. Bennett advised that he will follow-up on this.

**CONSIDERATION FOR A MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION –**  
reference Real Estate Acquisition, Pending Litigation, and Personnel

**MOTION:** Usher made a motion to move from the Regular Meeting into an Executive Session at 6:41 p.m. reference Real Estate Acquisition, Pending Litigation, and Personnel

Second: Shealy seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING**

**MOTION:** Hinely made a motion to move from the Executive Session back into the Regular Meeting at 8:05 p.m.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without objection.**

**CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION**

No Actions were taken.

**CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING**

**MOTION:** Hinely made a motion at 8:06 p.m. to adjourn this meeting.

Second: Usher seconded the motion.

**MOTION PASSED unanimous without objection.**

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**01/24/2012 Posted on City Website - The 01/10/2012 Minutes were approved on 01/24/2012**

**City of Springfield \* PO Box 1 \* 130 South Laurel St \* Springfield, GA 31329**

**Minutes of Council Meeting  
Council Chambers – 01/10/2012 – Regular Meeting**

**CALL TO ORDER**

A Regular Meeting of the City of Springfield Council was held on January 10, 2012 in the Council Chambers in Springfield, Georgia. This meeting was called to order at 6:04 p.m. by Mayor Pro Tem Jeff Ambrose.

**THE SWEARING IN CEREMONY OF ELECTED OFFICIALS WAS CONDUCTED BY JUDGE ED REDDICK**

Troy Allen – Incumbent  
Steve Shealy – Newly Elected  
Gary Weitman - Incumbent

**MAYOR PRO TEM JEFF AMBROSE AND THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

Troy Allen  
Charles Hinely  
Steve Shealy  
Gary Weitman  
Kenny Usher

**A quorum of Council was represented at this meeting.**

**ALSO PRESENT:**

Brett Bennett, City Manager  
Linda Rineair, City Clerk  
Rick Rafter, City Attorney  
Paul Wynn, Police Chief  
Travis Zittrouer, Fire Chief  
Amber Nettles, Accounting Clerk

**GUEST PRESENT:**

Staci Ambrose	Allison Ambrose
Zachary Ambrose	Carole Shealy
Travis Blankenship	Butch Kieffer
Rick Lott	Paul Lindsay

**INVOCATION** – Given by Mayor Pro Tem Ambrose

**PLEDGE OF ALLEGIANCE** – Led by Mayor Pro Tem Ambrose

**APPROVAL OF AGENDA**

**MOTION:** Allen made a motion to approve the Agenda.

**Second:** Usher seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPROVAL OF MINUTES OF 12/13/11 REGULAR MEETING**

**MOTION:** Usher made a motion to approve the minutes of the 12/13/2011 Regular Meeting.

**Second:** Hinely seconded the motion.

**MOTION PASSED unanimous without objection.**

**APPEARANCES - None**

**PUBLIC COMMENTS**

Council Member Weitman expressed appreciation in reference the Noel Webb property, where cleanup has begun.

**OLD BUSINESS**

Discussion of an Ordinance to amend Ordinance # 01-03 for inclusion to the code of Ordinances reference Motorized Carts (Golf Carts)

City Manager Bennett remarked on an email received reference the change of regulations regarding golf carts, which he forwarded

to Council Members for review. Golf carts will need to be registered through the Department of Motor Vehicles.

**MOTION:** Hinely made a motion to table this item until the next meeting.

**Second:** Allen seconded the motion.

**MOTION PASSED TO TABLE** unanimous without objection.

#### **NEW BUSINESS**

**Appointment of the Mayor Pro Tem**

**MOTION:** Hinely made a motion to appoint Jeff Ambrose as the Mayor Pro Tem.

**Second:** Weitman seconded the motion.

**MOTION PASSED** by a vote of 5 YES (Allen, Hinely, Shealy, Weitman, and Usher) 1 ABSTAIN (Ambrose)

#### **GENERAL GOVERNMENT**

**Consideration for approval of Appointments of Council Members as Designated Liaisons and also approval of Annual Appointments**

**Mayor Pro Tem Ambrose read the following Appointments of Council Members as Designated Liaisons:**

**Administration-Finance – Troy Allen  
Annexation – Charles Hinely  
Building/Zoning – Troy Allen  
City Buildings – Gary Weitman  
Fire Department – Steve Shealy  
Parks & Recreation – Gary Weitman  
Police Department – Jeff Ambrose  
Sanitation – Jeff Ambrose  
Special Events – Steve Shealy  
Streets & Lanes – Charles Hinely  
Water/Sewer – Kenny Usher**

**Mayor Pro Tem Ambrose went onto read the Annual Appointments:**

**City Attorney – Rick Rafter  
City Judge – Grady K. Reddick  
Elections Superintendent – Linda Rinear  
Elections Chief Manager – Amber Nettles  
Fire Chief – Travis Zittrouer  
Official Organ – Effingham Herald**

**MOTION:** Allen made a motion to approve the Appointments of Council Members as Designated Liaisons and also approve the Annual Appointments.

**Second:** Usher seconded the motion.

**MOTION PASSED** unanimous without objection.

**Mayor Pro Tem Ambrose spoke of various other appointments that will need to be considered such as the Planning & Zoning Board and the Ethics Committee and asked that Council Members consider appointments for these Boards/Committees and bring back suggestions at a subsequent meeting.**

**Consideration to approve the Effingham County Chamber of Commerce special alcohol event permit request reference “Taste of Effingham” – Wine tasting – to be held on March 1, 2012 between the hours of 5:00 p.m. – 7:00 p.m. – Recreation Department Gym – 808 Hwy 119 South**

**Rick Lott appeared before Council Members. A brief discussion followed.**

**MOTION:** Hinely made a motion to approve the special alcohol event permit request.

**Second:** Allen seconded the motion.

**MOTION PASSED** unanimous without objection.

**Consideration to amend the contract with Waste Management to include curbside recycling services**

Russ Hightower, with Waste Management Services, appeared before the Council Members. A brief discussion followed with discussion of the fuel surcharge as the main change to the contract and the target date for beginning services being April 1, 2012.

**MOTION:** Allen made a motion to amend the contract with Waste Management to include curbside recycling services.

**Second:** Weitman seconded the motion.

**MOTION PASSED** unanimous without objection.

#### **GENERAL GOVERNMENT**

Reminder – The City Hall Office will be closed on Monday 01/16/2012 in observance of Martin Luther King Day

Reminder – The Martin Luther King Day parade will begin at 10:00 a.m. on Monday 01/16/2012

Discussion of City Appointments to various boards – this item was addressed earlier in the meeting.

Discussion of process for adoption of New City Charter

The City Manager presented a clean draft copy of the Charter to Council Members and City Attorney for their review. The Public is welcome to view the draft of the New Charter. A brief discussion followed ending with Mayor Pro Tem Ambrose asking that any changes or suggestions be forwarded to Bennett by a deadline of the Wednesday prior to the next meeting.

#### **REPORTS**

##### **Administration**

City Manager Brett Bennett discussed several projects such as the CDBG, SCAD Historic Preservation, Streetscape, Intersections, etc.

##### **Police Department**

Police Chief Wynn presented the Police Department report. Community Policing was also discussed.

##### **Fire Department**

Fire Chief Travis Zittrouer was not available at this time, as he had received a Fire Department call and had to respond. City Manager Bennett stated that the new hires at the Fire Department would be introduced to the Council Members at the next meeting.

##### **Department Liaisons**

No reports were given.

Council Member Troy Allen, along with other Council Members, expressed their appreciation to former Councilman Butch Kieffer for the time and service he has performed for the City.

**CONSIDERATION FOR A MOTION TO MOVE FROM THE REGULAR MEETING INTO AN EXECUTIVE SESSION – reference Real Estate Acquisition, Pending Litigation, and Personnel**

**MOTION:** Allen made a motion to move from the Regular Meeting into an Executive Session at 6:38 p.m. reference Real Estate Acquisition, Pending Litigation, and Personnel

**Second:** Ambrose seconded the motion.

**MOTION PASSED** unanimous without objection.

**CONSIDERATION FOR A MOTION TO MOVE FROM THE EXECUTIVE SESSION BACK INTO THE REGULAR MEETING**

**MOTION:** Ambrose made a motion to move from the Executive Session back into the Regular Meeting at 6:55 p.m.

**Second:** Allen seconded the motion.

**MOTION PASSED** unanimous without objection.

**CONSIDERATION TO TAKE ANY ACTION NEEDED REFERENCE THE ITEM(S) DISCUSSED DURING THE EXECUTIVE SESSION**

No Actions were taken.

Discussion of various projects

**Hinely suggested that Council Members work on the master plan with the suggestion of a Community Building needed. Several Council Members spoke on concerns of various projects.**

**Different drainage issues were briefly discussed.**

**Brett Bennett advised Council Members that Noel Webb would like approval for him (Webb) to place a shipping container whereby he could store items for perhaps up to six months. Council Members were not inclined to consider this request.**

**CONSIDERATION FOR A MOTION TO ADJOURN THIS MEETING**

**MOTION: Allen made a motion at 7:37 p.m. to adjourn this meeting.**

**Second: Usher seconded the motion.**

**MOTION PASSED unanimous without objection.**