

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root, and Councilman John Thigpen; STAFF: City Manager Jean R. Dove, City Clerk Debra E. Moore, and City Attorney Adam Nelson; VISITORS: Rosemary Dixon, Scott Johnson, Fred Fischer, Jesse Bowman, Tony Pascoe, James Thomas, Jr., Phil Turner, Franklin Jennings, and Robert Fields.

The Work Session was called to order by Mayor Culpepper at 6:30 p.m.

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

UNFINISHED BUSINESS:

**Ordinance-2<sup>nd</sup> Reading:**

- **Change Council Meeting Time:** The ordinance is to amend code section 30.02 Regular Meetings. It will be amended to read: The Mayor and Council shall hold the regular public meeting immediately following the work session that begins at 6:30 p.m. on the third Monday of each month at City Hall; provided, however, the Mayor and Council may, by unanimous vote at any time preceding the regular Council meeting, provide that the regular City Council meeting of any given month be at another specified time, date and place.

Notice of any change in any given regular City Council meeting shall be posted in City Hall at least two (2) weeks in advance of the meeting time, and the notice shall be given in a newspaper in general circulation in the City.

Council will need to approve.

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

NEW BUSINESS:

**Proclamation-Annual STAR Student:** Thursday, February 11, 2010, will be recognized as “Student Teacher Achievement Recognition Day”. This is sponsored by the Harlem Woman’s Club and will be the 49<sup>th</sup> year. Recognition of the star students and teachers is countywide. Council will need to approve the Proclamation.

**Resolution-Commitment to Ethics:** The City has previously adopted the Ordinance recognizing the City as a “Certified City of Ethics”. GMA (Georgia Municipal Association) needs or recommends that the City’s renew it periodically. Council will

NEW BUSINESS (cont'd):

**Resolution-Commitment to Ethics:** also have to renew the Ethics Board (two per member). Councilman Thigpen asked that his name be corrected to read "John A. Thigpen" instead of "Johnny Thigpen".

**Walton Senior Development:** Walton Rehab has requested to have one large water meter for the development. This is a HUD requirement for them. They will maintain their own infrastructure. There was a question on garbage service; there is no definite information at this time.

**2010 Mayor Pro tem Re-appointment:** The position of Mayor Pro tem is appointed each year.

**2010 Council Committees:** The Council committees are renewed each year. Currently they are:

Administrative Committee:	Councilman Thigpen, Chair Mayor Culpepper, Co-Chair
Public Works Committee:	Mayor Pro tem Dixon, Chair Mayor Culpepper, Co-Chair
Public Safety Committee:	Councilman Blalock, Chair Mayor Culpepper, Co-Chair
Community Services Committee:	Councilwoman Root, Chair Mayor Culpepper, Co-Chair

**Planning & Zoning Commission Appointment:** Chairman Cunningham has expressed an interest in continuing to serve.

**2010 Election:** There will be an election this year for the Mayor and two Councilmembers. Qualifying fees are set by law at 3% of their earnings. The qualifying dates for this year are August 23-25, from 8:30 a.m. to 4:30 p.m. at City Hall. The County will conduct the elections.

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

The Work Session was closed at 6:45 p.m.

The City Council of the City of Harlem, Georgia met for the Regular meeting on Monday, January 11, 2010 at Harlem City Hall immediately following the Work Session with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root, and Councilman John Thigpen; STAFF: City Manager Jean R. Dove, City Clerk Debra E. Moore, and City Attorney Adam Nelson; VISITORS: Rosemary Dixon, Scott Johnson, Fred Fischer, Jesse Bowman, Tony Pascoe, James Thomas, Jr., Phil Turner, Franklin Jennings, and Robert Fields.

The meeting was called to order by Mayor Culpepper at 6:50 p.m.

**Approval of the Minutes:** Mayor Pro tem Dixon made the motion to approve the Minutes of the December 4, 2009 Special Called Meeting and the December 14, 2009 Regular Meeting as written; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Special Recognition:**

- **Employee of the 4<sup>th</sup> Quarter 2009:** Tony Pascoe was recognized as Employee of the 4<sup>th</sup> Quarter 2009.
- **Rosemary Dixon:** Mrs. Dixon was recognized for her dedication and service of eight years on the Housing Authority.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of December 2009:

Family Connections	Julie Miller, Director
Public Safety Department	Jesse Bowman, Public Safety Director
Public Works Department	Robert Fields, Public Works Director
Planning & Zoning Department	Robert Fields, Public Works Director
Administrative Department	Jean R. Dove, City Manager
Museum	Jean R. Dove, City Manager

UNFINISHED BUSINESS:

**Ordinance-2<sup>nd</sup> Reading:**

- **Change Council Meeting Time:** The ordinance is to amend code section 30.02 Regular Meetings. It will be amended to read: The Mayor and Council shall hold the regular public meeting immediately following the work session that begins at 6:30 p.m. on the third Monday of each month at City Hall; provided, however, the

UNFINISHED BUSINESS (cont'd):

**Ordinance-2<sup>nd</sup> Reading:**

- **Change Council Meeting Time (cont'd):** Mayor and Council may, by unanimous vote at any time preceding the regular Council meeting, provide that the regular City Council meeting of any given month be at another specified time, date and place.

Notice of any change in any given regular City Council meeting shall be posted in City Hall at least two (2) weeks in advance of the meeting time, and the notice shall be given in a newspaper in general circulation in the City.

Mayor Pro tem Dixon made the motion to approve this as the 2<sup>nd</sup> Reading of the Ordinance and for the Mayor to sign said Ordinance; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

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

NEW BUSINESS:

**Proclamation-Annual STAR Student:** Mayor Pro tem Dixon made the motion to adopt the Proclamation recognizing February 11, 2010 as Student Teacher Achievement Recognition Day; 2<sup>nd</sup> by Councilwoman Root. Discussion: This will be the 49<sup>th</sup> year. Motion carried; all in favor.

**Resolution-Commitment to Ethics:** The City of Harlem is a Certified City of Ethics. It is recommended by GMA that Mayor, Council and the City Manager renew the Resolution periodically. Council will also need to renew or re-establish the Ethics Commission; each member has two appointees on the Commission. Councilman Blalock made the motion to approve the Resolution that states "We, the Mayor, City Council members, and the City Manager commit to the following ethical principles and pledge to commit to conduct their affairs in accordance with same:

To Serve Others  
To use resources with efficiency and economy  
To treat all people fairly  
To use the power of our position for the well being of the citizens  
To create an environment of honesty, openness, and integrity"

The motion was 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

NEW BUSINESS (cont'd):

**Walton Senior Development:** Walton Rehab has asked for permission to have one single large meter at the development. The meter will be for 16 units; they will maintain their own infrastructure. Councilwoman Root made the motion to approve the request of Walton Rehab to use one large water meter to accommodate their 16 unit development; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

**2010 Mayor Pro tem Appointment:** Councilman Thigpen made the motion to nominate and re-appointment Councilman Dixon as Mayor Pro tem for 2010; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**2010 Council Committees:** Mayor Pro tem Dixon made the motion to approve the following Committees for 2010:

Administrative Committee	Councilman Thigpen, Chair Mayor Culpepper, Co-Chair
Public Works Committee	Mayor Pro tem Dixon, Chair Mayor Culpepper, Co-Chair
Public Safety Committee	Councilman Blalock, Chair Mayor Culpepper, Co-Chair
Community Services Committee	Councilwoman Root, Chair Mayor Culpepper, Co-Chair

The motion was 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Planning & Zoning Commission Appointment:** Commissioner Cunningham's term ends January 2010; he is willing to continue serving. Councilman Thigpen made the motion to re-appoint B. J. Cunningham to the Planning & Zoning Commission; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

**2010 Election:** The City of Harlem will have an election this year at the General Election. This will be for the Mayor Culpepper's, Councilman Thigpen's and Mayor Pro tem Dixon's positions. The qualifying fees are set by law at 3% of the annual salary and qualifying will be held August 23-25, 2010 from 8:30 a.m. to 4:30 p.m. Columbia County will conduct the election. Mayor Pro tem Dixon made the motion for approval; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

**Announcements:**

January 12	Foundation Meeting, 8:30 a.m., City Hal
January 14	Harlem Woman's Club, 7:00 p.m., Woman's Club
January 18	Holiday-City Office's closed
January 19	Community Connection, 9:30 a.m., Security Federal-Evans
January 19	Garden Club, 4:00 p.m., Barbara Turner's house
January 20	Public Safety Committee, 10:30 a.m., City Hall
January 23	Relay Kick-off, 6:00 p.m., Red Oak Manor
January 23	GMA Conference/Training, Atlanta
February 15	Work Session/Council Meeting, 6:30 p.m., City Hall
February 20	Mayor's Chili Cook-off, 9:00 a.m., Museum

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

Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor. The meeting adjourned at 7:19 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root and Councilman John Thigpen; STAFF: City Manager Jean R. Dove, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Kirby Glaze, Bill York, James Thomas, Jr., Fred Fischer, Phil Turner, Robert Fields, Jesse Bowman, Valerie Rowell, Bill Coleman, Julie Miller, Eddie Germany, and Linda Bourassa.

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

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

#### UNFINISHED BUSINESS:

**Ethics Committee Nominations:** Each Council member has two appointees. They will be nominated and approved tonight.

**Wastewater Treatment Plant Project:** City Manager Dove reported that she had met with John McClellan and Kenny Green of G. B. Turnipseed Engineers to discuss new funding with the USDA for the expansion project. With this funding, for each \$1m loaned, we could potentially get \$3m in grant funding. The project is still on hold by EPA. If we are able to get the funding we could include Campbell's Crossing. GBT already has the majority of the paperwork done. Council would need to approve to proceed. The upfront costs for fees would be in the range of \$5,000.00 +/- . Looking for additional areas to cover; apply for \$6m and go down.

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

#### NEW BUSINESS:

**Consulting Proposal-Kirby Glaze:** Mr. Glaze presented a proposal for consulting services on the Public Safety Building project. They provide services from the concept of the project to the construction of the project. They look at what the project is and what the needs are. They help develop a budget, locate funding sources, work with the architect closely on the specs; they qualify the contracts, go over contractor pricing, and present a final contract. They act as the owner's representative. They will work in phases; if they are not needed through the full project, the owner can terminate the consulting contract at any point in any phase. The phases are broken into time periods; most of the time happens at the end of the phases. Mayor Culpepper questioned if they had worked on a public safety building project before; they have not specifically done public safety buildings. They have done City halls, renovations, etc. It will depend on the architect and the public safety personnel. Mayor Culpepper expressed a concern that their services

NEW BUSINESS (cont'd):

**Consulting Proposal-Kirby Glaze (cont'd):** overlap the architect's; what are the advantages of using a consulting firm? The architect is design driven; the consulting firm is budget driven. They spend time with the architect and personnel so the City Manager does not have to. The architect does the design and makes sure it is in compliance with code; they do not but they manage the process for well informed decision making. Construction contingencies are shifted on the contractor. They will negotiate line item for contingencies (for unforeseen happenings). There is no profit to come from contingency. At the end of the project could earn 20% of contingency as bonus. Also do budget for line item "owner's contingency". Councilman Thigpen questioned why renovate instead of new building. Mr. Glaze recommends the need to preserve existing architecture. He supports the proposal process not the "design, bid, and build" process. Councilman Thigpen expressed his support of the phase process. Mayor Culpepper asked how they would handle to other fire station; he sees that working with one contractor for both projects would be beneficial. He recommends that the new structure should have the same architectural (integrity) design (as belonging in Harlem). The "City sets the standard".

**Proclamation-Arbor Day:** A resolution has been prepared for Council's approval to designate February 16, 2010 as Arbor Day in Harlem. A tree will be planted in front of the Library.

**Bandstand (Gazebo) Bid Award:** City Manager reported that two bids had been received. Due to the project being under \$25,000.00, we did not have to go through the sealed bid process in which you have to have three bids. The bids received are from Ken Coleman in the amount of \$20,458.50 and Spratlin & Son in the amount of \$16,495.00. The project is for the rehab of the existing building only and the addition of a handicap ramp. The current funding available is \$10,000.00 from Commissioner Scott Dean and \$12,000.00 that the City currently has existing. We would have to do the landscaping, decorative lighting, etc. Council will need to approve the awarding of the bid and to proceed with the project.

**Resolution-RBEG Grant:** City Manager Dove reported that we will be submitting an application for a RBEG Grant in the amount of \$99,999.00 for the pavilion. We will be renovating the existing fire building. Ken Coleman pledged to donate in-kind services. This project is in keeping with the Charrette and the City's Comprehensive Plan. Council will need to approve to proceed.

NEW BUSINESS (cont'd):

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

Being no further business before Council, Mayor Culpepper closed the Work Session at 7:20 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem met for their Regular Meeting on Monday, February 15, 2010 at Harlem City Hall immediately following the Work Session with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root and Councilman John Thigpen; STAFF: City Manager Jean R. Dove, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Kirby Glaze, Bill York, James Thomas, Jr., Fred Fischer, Phil Turner, Robert Fields, Jesse Bowman, Valerie Rowell, Bill Coleman, Julie Miller, Eddie Germany, and Linda Bourassa.

The meeting was called to order by Mayor Culpepper at 7:20 p.m.

**Approval of the Minutes:** Mayor Culpepper called for a motion to approve the Minutes of the January 11, 2010 Regular Meeting as written; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Special Recognition:** Mr. Eddie Germany was presented with a Certificate of Appreciation in recognition of his 40 years of service on the Housing Authority.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments presented reports for the month of December 2009:

Community Connections	Julie Miller, Director
Public Safety Department	Jesse Bowman, Public Safety Director
Public Works Department	Robert Fields, Public Works Director
Planning & Zoning Department	Robert Fields, Public Works Director
Administrative Department	Jean Dove, City Manager
Museum	Jean Dove, City Manager

UNFINISHED BUSINESS:

**Ethic Committee Nominations:** The following nominations were presented for approval to the Ethics Committee: Councilman Thigpen: Herbert Flick and Vic Bailey; Councilman Blalock: Leslie Arnold and Tina Sidener; Mayor Culpepper: Steve Camp and Mike Simons. Councilwoman Root and Mayor Pro tem Dixon did not have theirs ready to present; bring to next meeting. Councilman Thigpen made the motion to approve the nominations made to the Ethics Commission; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

UNFINISHED BUSINESS (cont'd):

**Wastewater Treatment Plant Sewer Project:** Mayor Pro tem Dixon made the motion to authorize City Manager Dove to proceed with G.B. Turnipseed Engineers on the WWTP Expansion Project funding with the RBEG grant; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor.

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

NEW BUSINESS:

**Consulting Proposal-Kirby Glaze:** There was no decision to be made at this time. Presentation was for discussion and review at this time.

**Proclamation-Arbor Day:** February 16, 2010 is being recognized as Arbor Day in the City. Councilwoman Root made the motion to accept the Proclamation as presented; 2<sup>nd</sup> by Councilman Blalock. Discussion: There will be a tree planted at the Library at 4:00 p.m. in recognition of Sue Whiddon. Motion carried; all in favor.

**Bandstand (Gazebo) Bid Award:** We have received two bids for this project: \$20,548.50 from Ken Coleman and \$16,495.00 from John Spratlin & Son. Councilman Thigpen made the motion to award the project to John Spratlin & Son for the amount of \$16,495.00; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

**Resolution-RBEG Grant:** The Resolution is for the approval to apply for a Rural Business Enterprise Grant for the purpose of rehabbing an existing metal building (fire building) and turning it into an Open Air Market/Pavilion. It is also authorizing City Manager Dove to execute all documents for the RBEG grant. Councilman Blalock made the motion to approve the Resolution as presented for the Open Air Market/Pavilion and application for the RBEG Grant for funding; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Announcements:**

February 16	Garden Club 4 p.m. Harlem Library
February 18	Merchants Meeting 8 a.m. Acorn Restaurant
February 20	Mayor's Chili Challenge 9 a.m. Museum
February 23	Relay Meeting 6-8 p.m. City Hall
March 9	Foundation Meeting 8:30 a.m. City Hall
March 11	Harlem Woman's Club 7 p.m. Woman's Club
March 15	Bid Opening-Crosswalks 9 a.m. City Hall
March 15	Bid Opening-Water Line 9:45 a.m. City Hall
March 15	Work Session/Council Meeting 6:30 p.m. City Hall

NEW BUSINESS (cont'd):

**Executive Session-Legal/Real Estate/Personnel:** Mayor Culpepper called for a motion to adjourn to Executive Session; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor. The meeting adjourned at 7:52 p.m.; Executive Session was called to order at 7:57 p.m.

Councilwoman Root made the motion to adjourn the Executive Session; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor. Executive Session adjourned at 9:25 p.m.

City Attorney Fleming reported that two legal, four personnel, and 2 real estate issues were discussed with no final action taken.

Councilwoman Root made the motion to approve the Mayor signing the Affidavit affirming this report; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor.

City Attorney Fleming presented one item from Executive Session for Council consideration. This item is the purchase of the old Ford building located at 110 W. Milledgeville Road and to move forward with the purchase price of \$300,000.00. Also for the Mayor Pro tem to enter into a sales/purchase option contract for said property with one contingency to authorize the City Manager to apply for funding with the USDA and to start that application process. Said sales/purchase contract will be approved by the City Attorney prior to closing. Mayor Culpepper recused himself from the proceedings due to a conflict of interest. Mayor Pro tem called for a motion for the approval of entering into a sales/purchase option contract for the property located at 110 W. Milledgeville Road in the amount of \$300,000.00 and for the authorization for the City Manager to apply for funding through the USDA. That motion was made by Councilman Thigpen; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

Being no further business before Council, Mayor Culpepper called for a motion to adjourn the meeting; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor. The meeting adjourned at 9:27 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root, and Councilman John Thigpen; STAFF: City Manager Jean R. Dove, Asst. City Manager Jason Rizner, City Clerk Debra E. Moore and City Attorney Adam Nelson; VISITORS: Valerie Rowell, Robert Fields, John McClellan, Jesse Bowman, Julie Miller, and Mike Rorick.

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

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

Mayor Culpepper welcomed Jason Rizner, new Asst. City Manager.

#### UNFINISHED BUSINESS:

**Bid Award-McDuffie Waterline-John McClellan, City Engineer:** Mr. McClellan reported that the bid award was held today. The apparent low bidder was Piedmont Water in the amount of \$57,075.82; the project will last 60-90 days. The bore under the railroad is the biggest part of the project. If Council approves, we will hold the pre-construction meeting within 30 days. A Resolution has been enclosed for Council's approval.

**Crosswalks Project:** The bid opening has been set for April 15 at 2:00 p.m. at City Hall. An addendum has been included to use the street print XD product; it is superior to the original product proposed to be used. Currently the XD product has not been approved by the State; possibly three to four weeks out for approval. It could possibly coincide with the bid date.

**Ethics Committee Nomination:** Mayor Pro tem Dixon and Councilwoman Root are both prepared to present their nominations tonight for approval.

**Other:** Councilman Thigpen asked if City Manager Dove had heard anything from Commissioner Dean on the proposed funding that had been discussed previously. There had been no word since the last Commission meeting (Tuesday, March 9). They are confident it has been approved.

#### NEW BUSINESS:

**Proclamation-Georgia Cities Week:** Councilman Thigpen presented the Proclamation to Council. Georgia Cities Week is April 18-24, 2010. City Manager Dove has invited the Elementary and Middle School for tours; no response as yet. City equipment will be on display at City Hall. Council will need to approve the Proclamation.

NEW BUSINESS (cont'd):

**Ordinance-1<sup>st</sup> Reading-Supplement to the Code of Ordinances:** Council will need to approve this as the 1<sup>st</sup> Reading. This supplement is an update to the Official Code of Ordinances. These are the Ordinances that have been approved over the year and are sent to American Publishing for codification.

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

Being no further business before Council for discussion, the Work Session was closed at 6:45 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met the Regular meeting on Monday, March 15, 2010 at City Hall immediately following the Work Session scheduled at 6:30 p.m. with Mayor Robert W. Culpepper presiding.

The meeting was called to order by Mayor Culpepper at 6:55 p.m.

**Approval of the Minutes:** Mayor Culpepper called for a motion for the approval of the Minutes of the February 15, 2010 Regular meeting as written; that motion was made by Councilman Thigpen; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of February 2010:

Community Connections	Julie Miller, Director
Public Works Department	Robert Fields, Director
Planning and Zoning	Robert Fields, Public Works Director
Public Safety Department	Jesse Bowman, Director
Administrative Department	Jean R. Dove, City Manager
Museum	Jean R. Dove, City Manager

UNFINISHED BUSINESS:

**Bid Award-McDuffie Waterline-John McClellan, City Engineer:** Councilman Thigpen made the motion to approve the Resolution awarding the bid to Piedmont Water Company in the amount of \$57,075.82; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

**Ethics Committee Nomination-Mayor Pro tem Dixon and Councilwoman Root:** Mayor Pro tem Dixon nominated Doug James and Gary Russeth; Councilwoman Root nominated Carol Zipperer and Brenda Shepherd. Mayor Culpepper called for a motion for the approval of said nominations; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor.

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

NEW BUSINESS:

**Proclamation-Georgia Cities Week:** Councilwoman Root made the motion to approve the Proclamation recognizing April 18-24, 2010 as City Government Week; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

NEW BUSINESS CONTINUED:

**Ordinance-1<sup>st</sup> Reading-Supplement to the Code of Ordinances:** Councilman Thigpen presented the Ordinance to Council for approval of the 1<sup>st</sup> Reading. The ordinance is “Enacting and adopting a supplement to the Code of Ordinance for the City of Harlem, Georgia”. The supplement contains all ordinances that have been enacted since the prior supplement and have been codified by American Publishing. Councilman Thigpen made the motion to approve this as the 1<sup>st</sup> Reading of said Ordinance; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

**Announcements:**

March 16	Garden Club, 4:00 p.m., Gwen Hixon’s Home
March 22	Senior Volunteer Meeting, 9:00 a.m., Senior Center
March 27	Easter Egg Hunt, 11:00 a.m., City Park
March 27	Relay BBQ Dinner, 12:30 p.m., Woman’s Club
March 30	Relay Meeting, 6:00 p.m., Harlem Library
April 13	Admin/Council Committee Meeting, 10:00 a.m., City Hall
April 13	Comm. Svcs. /Council Committee Meeting, 2:00 p.m. CH
April 15	Merchants Meeting, 8:00 a.m., My Sister’s Loft
April 15	Crosswalks Bid Opening, 2:00 p.m., City Hall
April 17	Trash and Treasure/BBQ, 8:00 a.m., HUMC Field
April 18	Georgia Cities Week, April 18-24
April 19	Work Session/Council Meeting, 6:30 p.m., City Hall

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

Being no further business before Council, Mayor Culpepper called for a motion to adjourn the meeting; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor. The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, and Councilwoman Robin M. Root; STAFF: City Manager Jean R. Dove, Assistant City Manager Jason Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Jesse Bowman, Julie Miller, Robert Fields, Cheteka Allen, Phil Turner, Fred Fischer, John McClellan, and Amber Lazenby; ABSENT: Councilman John Thigpen.

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

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

#### UNFINISHED BUSINESS:

**Crosswalk Bids-Engineer John McClellan:** Mr. McClellan addressed Council. We had a bid opening on April 15. We received two bids:

- Mandy Corporation DBA Georgia's Wildcat Paving                      \$ 77,524.61
- Beam's Contracting    \$113,906.78

The project includes nine crosswalks; from the Library to Church Street including the four at the red light. A resolution has been included for Council's consideration to award the bid to Mandy Corporation as the low bidder. City Attorney Fleming commented on the difference in the pricing on the traffic control portion of the bids for both contractors.

The bids came in higher than the funding we have for the project. Mayor Culpepper asked City Engineer McClellan to look at the possibility of a reduction in the actual crosswalks. Mr. McClellan had spoken with Mandy Corporation about this; they could do but they would have to revise the bid numbers (unit prices). We would have to go to bid again. Councilman Blalock wanted City Engineer McClellan's opinion on the material. Mr. McClellan commented that an addendum was done to consider doing brick print. Mr. McClellan gave a comparison on both the brick print and the XD material. He was not as confident on the material of the brick print; he leans towards the XD material.

**Change Order #1-S. Louisville Street Waterline:** Mr. McClellan addressed Council. The total for deducts and additions is \$9,031.58. This will come from the contingency portion of the contract. There are no additional funds due from the City. The changes included the change out of nine connections outside the City that had to be made larger. Mayor Culpepper asked how far along the project was; 85% complete. The project could possibly be completed within three weeks. The sewer portion of the project has been closed out. There is about \$6,000.00 left in contingency on the waterline portion in the event something else comes up.

UNFINISHED BUSINESS (cont'd):

**Ordinance-2<sup>nd</sup> Reading-Supplement to the Code of Ordinances:** This will be the final reading. The ordinance is accepting the supplement of the codified ordinances that were sent in previously.

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

NEW BUSINESS:

**Forestry Grant Resolution-ACM Jason Rizner:** This is a Resolution authorizing the City to submit a 2010 Urban and Community Forestry Grant application to the Georgia Forestry Commission. The proposed uses for the grant are inventorying and naming of trees in our area. It can also be used for training those who would be doing the inventory and identification.

**Policies and Procedures-Senior Center-City Manager Jean Dove:** A proposed Policies and Procedures manual was previously reviewed by the Community Services Committee and is being recommended for approval. Mayor Pro tem Dixon inquired about a pool of volunteers; Councilwoman Root responded that there is a small pool of volunteers. We do currently have a worker through the "Experience Works" program. She will be at the Center Monday thru Friday from 9-1.

**Quarterly Council Review Meeting Date:** The meeting was previously set up for Friday, April 30; the Mayor can not be present on that day. It has tentatively been moved to Friday, May 5.

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

Being no further business to discuss, the meeting closed at 6:50 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for the Regular meeting on Monday, April 19, 2010 at City Hall following the Work Session scheduled for 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root and Councilman John Thigpen; STAFF: City Manager Jean R. Dove, Assistant City Manager Jason Rizner, City Clerk Debra E. Moore and City Attorney Barry Fleming; VISITORS: Jesse Bowman, Julie Miller, Robert Fields, Cheteka Allen, John McClellan, Phil Turner, Fred Fischer, and Amber Lazenby.

The meeting was called to order by Mayor Culpepper at 7:00 p.m.

**Approval of the Minutes:** Mayor Culpepper called for a motion for the approval of the minutes of the March 15, 2010 Regular Meeting as written; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Special Recognition:** Mayor Culpepper and Julie Miller of Family Connections recognized Cheteka Allen as Employee of the Quarter for the 1<sup>st</sup> Quarter of 2010.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the Month of March 2010:

Community Connections	Julie Miller, Family Connections Director
Public Works Department	Robert Fields, Public Works Director
Planning & Zoning Department	Robert Fields, Public Works Director
Public Safety Department	Jesse Bowman, Public Safety Director
Administrative Department	Jean Dove, City Manager
Museum	Jean Dove, City Manager

Note: Councilman Thigpen arrived at 7:12 p.m.

Councilman Thigpen asked for the status of the Gazebo project; showing 98% complete. City Manager Dove responded there were some minor touch ups; the architect released the project last week. Mayor Culpepper asked for the status of the Walton Rehabilitation project. City Manager Dove responded that the plans are being reviewed by City Engineer McClellan at this time.

UNFINISHED BUSINESS:

**Crosswalk Bids-Engineer John McClellan:** Councilman Blalock asked what the status was of DOT's approval of the material proposed to be used; it has not been approved as yet. Mr. McClellan was unable to speak with anyone today. The Resolution addresses the issue on the material; "contingent on approval of XD". The XD material is more durable than the material used in Thomson and North Augusta (street print). There was discussion on taking out the crosswalks at the red light. It could possibly cut the project cost in half; would not be able to keep the unit prices in the original bid (Mandy Corporation). Taking these out could bring the project down to about \$47,000.00; we have a total budget of about \$43,000.00. Councilman Blalock made the motion to disapprove awarding the bid at this time; 2<sup>nd</sup> by Councilman Thigpen. Discussion: City Engineer McClellan asked if we want to go back out to bid. Councilman Blalock made the motion to amend the original motion to include re-bidding the project without the inclusion of the four crosswalks at the red light; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor. City Engineer McClellan brought up the "Traffic Control" section of the bid; if the City could do, it would cut another \$9,000.00 from the project. Mayor Culpepper suggested getting the bids with and without the Traffic Control portion. Councilman Blalock asked Public Works Director Fields what his opinion was on handling this portion. Mr. Fields responded that we do have the resources and flaggers; he will report back to City Manager Dove. The project should last an estimated 30 days.

**Change Order #1-South Louisville Waterline:** Councilwoman Root made the motion to approve Change Order #1 for the South Louisville Waterline project as presented; 2<sup>nd</sup> by Mayor Pro tem Dixon. Discussion: The change order does not add any additional funds due on the project; this will be moved from the Contingency line item of the project. Motion carried; all in favor.

**Ordinance-2<sup>nd</sup> Reading-Supplement to the Code of Ordinances:** This ordinance is approving the addition of the codified ordinances to the Code of Ordinances; it will be effective April 19, 2010. Councilman Thigpen made the motion to approve this as the 2<sup>nd</sup> and final reading of said Ordinance; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

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

NEW BUSINESS:

**Forestry Grant Resolution:** Councilman Blalock made the motion for the approval of said Resolution to make application to the Georgia Forestry Commission for the 2010 Urban and Community Forestry Grant; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

NEW BUSINESS (cont'd):

**Polices and Procedures-Senior Center:** Mayor Pro tem Dixon made the motion for the approval of the recommendation by the Community Services Committee to accept the proposed Polices and Procedure manual for the Senior Center; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Announcements:**

April 18	Georgia Cities Week
April 20	Public Safety Committee Meeting
April 20	Garden Club
April 21	Senior Appreciation Day
April 26	Museum Volunteer Meeting
April 26	HPC Meeting
April 27	GMA Listening Session
April 30	Relay for Life
May 7	Quarterly Review-Tentative
May 10	Festival Meeting
May 13	Woman's Club Meeting
May 17	Work Session/Council Meeting

**Executive Session-Legal/Personnel:** Councilman Thigpen made the motion to adjourn to Executive Session with a 5 minute break; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor. The Regular meeting adjourned at 7:42 p.m.; Executive Session convened at 7:49 p.m.

Councilman Thigpen made the motion to adjourn Executive Session and to re-open the Regular meeting; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor. Executive Session adjourned at 8:20 p.m. and the Regular meeting reconvened.

City Attorney Fleming reported that there was one legal and two personnel issues discussed and that no final action was taken.

Councilwoman Root made the motion to approve the City Attorney's report and for the approval of Mayor Culpepper to sign the Affidavit acknowledging this; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

**Other-Consulting Agreement-Public Private Partnership Project Management:** Councilman Thigpen made the motion for the approval of the hiring of Public Private Partnership Project Management, a consulting firm, to work with the Public Safety Building Project; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

Regular Meeting, City of Harlem, Georgia  
April 19, 2010  
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Being no further business before Council, Mayor Culpepper called for a motion to adjourn the meeting; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilwoman Robin Root, and Councilman John Thigpen; STAFF: Assistant City Manager Jason Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Jesse Bowman, Julie Miller, Fred Fischer, Seaborn Street, and Phil Turner; ABSENT: City Manager Jean R. Dove and Councilman Tom Blalock.

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

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

UNFINISHED BUSINESS:

**Crosswalk Bid Opening:** May 25, 2010 at 10:00 a.m.

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

NEW BUSINESS:

**Ordinances-1<sup>st</sup> Reading:**

- **Internet & Electronic Communication Policy:** Amends the current Policy in the removal of code section 33.17 in its entirety and replaces it with an updated version.
- **Non-Harassment Policy:** Amends code section 33.13 to delete section (A) (1) in its entirety and insert amended information in total.
- **Soil Erosion:** Amends Chapter 151 of the Code of Harlem by deleting Chapter 151 in its entirety and by inserting a new Chapter 151.

Note: The first two are amending the Personnel Policy.

**Recreation Committee Formation:** Mayor Culpepper would like to see about forming a committee to look into the possibility of trails in the Prather property/Land Trust. Council would appoint the members to the committee and establish the set up for the committee.

**Walton Rehab Final Plat Approval:** Planning & Zoning are recommending to Council to approve the final plat contingent upon the approval of the City Engineer (water easement?).

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

Being no further business for discussion, the Work Session adjourned at 6:46 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular Meeting on Monday, May 17, 2010 at Harlem City Hall immediately following the 6:30 p.m. Work Session with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root, and Councilman John Thigpen; STAFF: Assistant City Manager Jason Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; ABSENT: City Manager Jean R. Dove; VISITORS: Jesse Bowman, Julie Miller, Seaborn Street, Fred Fischer, and Phil Turner.

The meeting was called to order by Mayor Culpepper at 6:55 p.m.

**Approval of the Minutes:** Mayor Pro tem Dixon made the motion to approve the Minutes of the April 19, 2010 Regular Meeting as written; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of April 2010:

Community Connections	Julie Miller, Director
Public Works Department	Seaborn Street, Public Works Foreman
Public Safety Department	Jesse Bowman, Public Safety Director
Planning & Zoning	Jason Rizner, Assistant City Manager
Museum	Bobby Culpepper, Mayor
Administrative Department	Jason Rizner, Assistant City Manager

UNFINISHED BUSINESS:

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

NEW BUSINESS:

**Ordinances-1<sup>st</sup> Reading:**

- **Internet & Electronic Communication Policy:** Amends the current Policy in the removal of code section 33.17 in its entirety and replaces it with an updated version. Councilman Thigpen made the motion to approve this as the 1<sup>st</sup> Reading of said Ordinance; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

NEW BUSINESS (cont'd):

**Ordinances-1<sup>st</sup> Reading (cont'd):**

- **Non-Harassment Policy:** Amends code section 33.13 to delete section (A) (1) in its entirety and insert amended information in total. Councilman Thigpen made the motion to approve this as the 1<sup>st</sup> Reading of said Ordinance; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.
- **Soil Erosion:** Amends Chapter 151 of the Code of Harlem by deleting Chapter 151 in its entirety and by inserting a new Chapter 151. Councilman Thigpen made the motion to approve this as the 1<sup>st</sup> Reading of said Ordinance; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

Note: The first two are amending the Personnel Policy.

**Recreation Committee Formation:** Councilman Thigpen made the motion for the approval of the formation of a Recreation Committee to bring back recommendations to Council pertaining to trails and such; 2<sup>nd</sup> by Councilman Blalock. Discussion: The committee will be appointed by Council and will consist of four to five members. Motion carried; all in favor.

**Walton Rehab Final Plat Approval:** The Planning and Zoning Commission is recommending for approval contingent upon the City Engineer's final approval. Councilman Thigpen made the motion to approve the Walton Rehab Final Plat contingent upon final approval of the City Engineer; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Announcements:**

May 18	Garden Club, 3:30 p.m., Jack Hatcher's Cabin
May 25	Re-bid Opening-Crosswalks, 10:00 a.m., City Hall
May 27	Ground Breaking Ceremony-Planer Mill Village, 10:00 a.m., Site
May 28	Employee Luncheon
May 31	Memorial Day Holiday, City Offices Closed
June 14	Museum Volunteer Meeting, 9:00 a.m., City Hall
June 17	Merchant's Meeting, 8:00 a.m., City Hall
June 21	Work Session/Council Meeting, 6:30 p.m., City Hall

**Other:** Phil Turner reminded about trip to Macon with Housing Authority on June 1.

Regular Meeting, City of Harlem, Georgia  
May 17, 2010  
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Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor. The meeting adjourned at 7:24 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root, and Councilman John Thigpen; STAFF: City Manager Jean R. Dove, Assistant City Manager Jason Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Robert Fields, Julie Miller, Jesse Bowman, Fred Fischer, Linda Culpepper and Phil Turner.

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

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

UNFINISHED BUSINESS:

**Ordinances-2<sup>nd</sup> Reading:**

- **Internet & Electronic Communication Policy-2<sup>nd</sup> Reading**
- **Non-harassment Policy-2<sup>nd</sup> Reading**
- **Soil and Erosion-2<sup>nd</sup> Reading;** Councilman Blalock wanted to know what was the purpose of this ordinance; Assistant City Manager Rizner stated that it was updating our ordinance to be in line with State law. This was a model received from the Department of Natural Resources.

**Resolution and Crosswalk Bid Award:** ACM Rizner reported that we had the project re-bid with a reduced number of crosswalks. We received two bids; they are not “apples to apples”. City Engineer John McClellan determined that the product that was included in the bids was of the same quality even though they were different. He is recommending accepting the low bid of \$11,692.00 from Traffic Calming USA of Hiram, GA; this bid includes traffic control. There is also a change order in the amount of \$920.00 for the matting that is being recommended for approval. Mayor Culpepper commented on the difference in the bids and wondered about getting pricing on the re-inclusion of the four crosswalks that were taken out. Councilman Blalock suggested looking at doing a change order to add them back in. Councilman Thigpen questioned if we would have to go back out to bid to add the crosswalks back in; it was determined that we would not as the costs would possibly fall below the threshold. Mayor Culpepper questioned if we could approve the bid with the contingency of adding back in the four crosswalks that were left out. Councilman Blalock stated that we should proceed with the current recommendation. Mayor Culpepper agreed that we should accept the bid but ask for the contractor to give a price for the additional crosswalks. City Attorney Fleming questioned what the threshold was for Public Works for bids; City Manager Dove responded that it was \$25,000.00. ACM Rizner will contact CE McClellan about this.

**Recreation Committee Formation:** Mayor Culpepper has been in contact with several people that he feels would work well on this committee. He will be recommending the

UNFINISHED BUSINESS (cont'd):

**Recreation Committee Formation:** following people: Steve Camp, Mike Simons, Mark Whitaker, John McClellan and Duane Starrenburg. He has contacted the first four. This would be an advisory committee only. Mayor Pro tem Dixon questioned as to why there were no females on the committee. Mayor Pro tem Dixon is to bring back a female recommendation to the next Council meeting.

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

NEW BUSINESS:

**Resolution-CHIP Resolution:** City Manager Dove reported that this is a Resolution for the approval to start the application process for a CHIP (Community Home Investment Program) grant. The grant would be in the amount of \$300,000.00. There is a fee of \$250.00 that would be paid to DCA to review the application. The grant would benefit low and very low income residential persons for home repairs. The applicant must live in the home; if they move they have to repay the loan. We do not have to repay the grant.

**Redevelopment Fund Grant Application:** City Manager Dove reported that this would be a source of funding for the Theater. Patsy Allen of Allen-Smith Consulting has been working with DCA; the grant would be about \$500,000.00 and work through the Foundation. The funds would be loaned out, repaid, and would be able to be used by others. It would pay for at least half of the rehab charges; estimated at \$850,000.00. Councilman Thigpen wanted to know if it had to go through the Foundation; City Manager Dove responded that it was recommended to be done that way.

**Columbia County CVB Agreement:** City Manager Dove reported that this is the renewal of the agreement that we currently have. We are currently paying 2%. There are no changes other than the dates that this agreement covers.

**Historic Preservation Commission-Appointment:** A conversation has been had with Allen Connor and he has accepted. Council will need to approve.

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

The meeting closed at 7:05 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for the Regular meeting on Monday, June 21, 2010 at Harlem City Hall immediately following the 6:30 p.m. Work Session with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root, and Councilman John Thigpen; STAFF: City Manager Jean R. Dove, Assistant City Manager Jason Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Robert Fields, Julie Miller, Jesse Bowman, Fred Fischer, Linda Culpepper and Phil Turner.

The meeting was called to order by Mayor Culpepper at 7:10 p.m.

**Approval of the Minutes:** Councilman Thigpen made the motion to approve the Minutes of the May 17, 2010 Regular Meeting with the following correction: under discussion amend “to be appointed by Council” to “appointed by the Mayor and approved by Council”; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Special Presentation:** Councilman Blalock presented a framed picture of the Columbia Theatre as depicted by Jim Blaylock.

**Public Comment:** Linda Culpepper-180 Ballard Drive, Harlem: Comment on Public Safety in her area or lack there of (vehicles riding to close/to fast for the area).

**Department Reports:** The following departments gave reports for the month of May 2010:

Community Connections  
Public Works  
Planning & Zoning  
Public Safety  
Administrative  
Museum

Julie Miller, Director  
Robert Fields, Public Works Director  
Robert Fields, Public Works Director  
Jesse Bowman, Public Safety Director  
Jason Rizner, Assistant City Manager  
Jason Rizner, Assistant City Manager

UNFINISHED BUSINESS:

**Ordinances-2<sup>nd</sup> Reading:**

- **Internet & Electronic Communication Policy**-amends Chapter 33 by deleting Section 33.17 in its' entirety and is re-written. Councilman Blalock made the motion to approve this as the 2<sup>nd</sup> Reading of the ordinance amending Chapter 33 Section 33.17; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor.

UNFINISHED BUSINESS:

**Ordinances-2<sup>nd</sup> Reading (cont'd):**

- **Non-harassment Policy**-Councilman Thigpen made the motion to table this ordinance until the next meeting due to some clarification needed on some of the wording; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.
- **Soil and Erosion**-updates our current ordinance to be in line with the State law. Councilman Thigpen made the motion to approve this as the 2<sup>nd</sup> Reading and to approve the ordinance as written; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Resolution and Crosswalk Bid Award:** Councilman Blalock made the motion to accept the low bidder, Traffic Calming USA, in the amount of \$11,692.00; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor.

Councilman Blalock made the motion to approve the change order in the amount of \$920.00 for matting; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor.

**Recreation Committee Formation:** Mayor Culpepper authorized Mayor Pro tem Dixon to seek out and present to Council a female nominee for the Committee. Councilwoman Root made the motion for the approval of the following people that were submitted by Mayor Culpepper: Steve Camp, Mike Simons, Mark Whitaker, John McClellan and Duane Starrenburg; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

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

NEW BUSINESS:

**Resolution-CHIP Application:** Councilman Thigpen made the motion to approve the Resolution giving authorization to proceed with the CHIP application process; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Redevelopment Fund Grant Application:** Councilman Thigpen made the motion to authorize Allen-Smith Consulting to proceed with the Columbia Theatre Redevelopment Grant Application; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

**Columbia County CVB Agreement:** Councilman Blalock made the motion to approve the renewal of the contract with Columbia County CVB; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Historic Preservation Commission-Appointment:** Councilwoman Root made the motion to approve the appointment of Allen Connor to the Historic Preservation

NEW BUSINESS (cont'd):

**Historic Preservation Commission Appointment (cont'd):** Commission; 2<sup>nd</sup> by Councilman Blalock. Discussion: Commission Chairman Phil Turner approves of the appointment. Motion carried; all in favor.

**Announcements:**

June 23 Tree Board Meeting, 6:00 p.m., City Hall  
June 25 Luncheon, 11:30 a.m., Senior Center  
June 25 GMA Conference, Savannah, GA  
July 5 City Offices Closed-Holiday  
July 6 Admin Committee Meeting, 9:00 a.m., City Hall  
July 6 Comm. Services Committee Meeting, 2:00 p.m., City Hall  
July 13 Public Safety Committee Meeting, 10:00 a.m., City Hall  
July 13 Public Works Committee Meeting, 2:00 p.m., City Hall  
July 13 Oliver Hardy Festival Meeting, 7:00 p.m., City Hall  
July 19 Tax Hearing, 9:00 a.m., City Hall  
July 19 Tax Hearing, 6:15 p.m., City Hall  
July 19 Work Session/Council Meeting, 6:30 p.m., City Hall  
July 26 Tax Hearing, 6:00 p.m., City Hall

**Executive Session:** Mayor Pro tem Dixon made the motion to adjourn to Executive Session; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor. The Regular meeting adjourned at 7:52 p.m.; Executive Session convened at 7:57 p.m.

Mayor Pro tem Dixon made the motion to adjourn Executive Session; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor. Executive Session adjourned at 8:55 p.m.

City Attorney Fleming reported that two personnel issues were discussed and that no final action was taken. Councilwoman Root made the motion for Mayor Culpepper to sign the Affidavit attesting to the report of the City Attorney; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

Councilman Thigpen made the motion to approve entering into an Intergovernmental Agreement with Columbia County for \$150,000.00 for the support of Community Connections; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

Councilman Thigpen made the motion to approve the appointment of Jason Rizner to the position of City Manager to be effective July 1, 2010; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

NEW BUSINESS (cont'd):

**Other:** Mayor Culpepper commented on the passing and loss of Francis Tracy. He was a great philanthropist, brilliant man, had high morals and was a big supported of Harlem. City Attorney Fleming commented that he'd heard that he was a book lender in the 20's; he'd loan a book for a penny and would return the penny when the book was returned. Phil Turner commented that there were historical records of his history. Mayor Pro tem Dixon commented that when he was first elected, Mr. Tracy gave him a history of the hydrologic surveys, etc. of Harlem. Mayor Culpepper recommends that we do a Proclamation for the July meeting.

It was also reported that Ted Bingham of the Public Works department retired after five years of service. It was suggested bringing him back to present him with a certificate of recognition for his retirement.

Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor. The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Swearing In Ceremony, City of Harlem, GA  
July 1, 2010  
Harlem City Hall

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The City Council of the City of Harlem, GA met for the Swearing in Ceremony for Jason M. Rizner as City Manager for the City of Harlem on Thursday, July 1, 2010 at 7:00 at City Hall with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root, and Councilman John Thigpen; STAFF: Jean R. Dove, City Clerk Debra E. Moore, and City Attorney Barry Fleming. VISITORS: Employees, Family and Friends; no formal sign in.

The Ceremony was opened by Mayor Culpepper at 7:00 p.m.

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper

**Oath of Office:** Mayor Culpepper administered the Oath of Office to Jason Rizner officially making him the City Manager of the City of Harlem. City Manager Rizner expressed his gratitude to Mayor and Council as well as former City Manager Jean Dove. Councilmembers expressed their support and gratitude in turn.

Being no further business before Council, Mayor Culpepper opened the reception for City Manager Rizner at 7:15 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Adam Nelson; VISITORS: Jean Dove, Jesse Bowman, Seaborn Street, Denise Carter, Ted Bingham, Julie Miller, Valerie Rowell, James Scott, Ann Blalock, and Jack Hatcher.

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

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

#### UNFINISHED BUSINESS:

**Recreation Committee Appointment:** Mayor Culpepper reported that he had been given the name of Susan Camp to be appointed to the Recreation Committee. Council will need to approve.

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

#### NEW BUSINESS:

##### **Ordinances-1<sup>st</sup> Reading:**

- **Anti-harassment Policy:** Councilman Thigpen did the overview/reading of this Ordinance that will amend Code Section 33.13 by deleting section (A)(1) and replacing it in it's entirety and the deletion of (A)(2) in it's entirety with no replacement.

**Take Home Vehicles:** Public Safety Director Bowman has spoken with the Public Safety Committee about taking his City vehicle home. Councilman Blalock will make a recommendation to Council for their approval during the Regular meeting.

**Fire Truck Donation:** Public Safety Director Bowman has spoken with the Public Safety Committee about donating the surplused Fire Engine to the shop at Harlem High School for a project. Councilman Blalock will make a recommendation to Council for their approval during the Regular meeting.

**Approval of Additional Crosswalks:** A recommendation to add the crosswalks at the intersection of Highways 78 & 221 at the red light back to the project will be presented to Council for approval. The costs for this portion should still be less than what has been budgeted.

**Theatre Advisory Group Formation:** Ms. Dove will present to Council. Councilman Thigpen commented that he would like to see the following change made to section *B. Appointment and Reporting*: “This group will also work closely with and support the efforts of the Harlem Foundation at the direction of the Mayor and Council.”

**Other:** Mayor Culpepper recognized Ann Blalock and Jack Hatcher for their service on the Historic Preservation Commission. He presented them with Certificates of Appreciation.

Being no further business before Council, the work session adjourned at 6:45. There will be a ten minute break prior to the Regular meeting convening.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for the Regular meeting on Monday, July 19, 2010 at Harlem City Hall following the 6:30 p.m. Work Session with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, Councilwoman Robin M. Root and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Adam Nelson; VISITORS: Jean Dove, Jesse Bowman, Seaborn Street, Denise Carter, Ted Bingham, Julie Miller, Valerie Rowell, James Scott, Ann Blalock, and Jack Hatcher.

The meeting was called to order by Mayor Culpepper at 6:55 p.m.

**Approval of the Minutes:** Mayor Culpepper called for a motion for the approval of the Minutes of the June 21, 2010 Regular meeting as written; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor.

**Special Recognition:** Mayor Culpepper presented Ted Bingham of the Public Works Department with a Certificate of Appreciation for his time of employment with the City of Harlem; Mr. Bingham retired at the end of June.

Mayor Culpepper presented Denise Carter of the Administrative Department with a Certificate of Appreciation for being chosen as the Employee of the Quarter for the 2<sup>nd</sup> Quarter of 2010.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of June 2010:

Community Connections  
Public Works Department  
Public Safety Department  
Planning and Zoning  
Administrative Department  
Museum

Julie Miller, Director  
Seaborn Street, Public Works Foreman  
Jesse Bowman, Public Safety Director  
Jason Rizner, City Manager  
Jason Rizner, City Manager  
Jason Rizner, City Manager

UNFINISHED BUSINESS:

**Recreation Committee Appointment:** Mayor Culpepper nominated Susan Camp to be appointed to the Recreation Committee. Councilman Thigpen made the motion to approve the appointment of Susan Camp to the Recreation Committee; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

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

NEW BUSINESS:

**Ordinances: 1<sup>st</sup> Reading:**

- **Anti-harassment Policy:** Councilman Thigpen did the overview/reading of this Ordinance that will amend Code Section 33.13 by deleting section (A)(1) and replacing it in it's entirety and the deletion of (A)(2) in it's entirety with no replacement. Mayor Pro tem Dixon made the motion to approve this as the 1<sup>st</sup> Reading of the Ordinance amending the Anti-harassment policy; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

**Take Home Vehicles:** Councilman Blalock made the motion for approval of the Public Safety Director to take his vehicle home; 2<sup>nd</sup> by Councilman Thigpen. Discussion: Councilman Blalock reported that this was coming with the recommendation of the Public Safety Committee. This should help with having a better response time and having resources readily available; currently responding in his personal vehicle. Motion carried; all in favor.

**Fire Truck Donation:** Councilman Blalock made the motion for approval of donating the surplused white fire engine to the Harlem High School auto shop for a project; 2<sup>nd</sup> by Councilman Thigpen. Discussion: Councilman Blalock reported that this was coming with the recommendation of the Public Safety Committee. Motion carried; all in favor.

**Approval of Additional Crosswalks:** Councilman Blalock made the motion for the approval of the additional four crosswalks located at the red light to the current crosswalk project; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

**Theatre Advisory Group Formation:** Councilman Thigpen made the motion for the approval of the formation of a Theatre Advisory Group; 2<sup>nd</sup> by Mayor Pro tem Dixon. Discussion: The group will consist of five members. Motion carried; all in favor.

Regular Meeting, City of Harlem, Georgia  
July 19, 2010  
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**Announcements:**

July 26 Tax Hearing, 6:00 p.m., City Hall  
August 16 Work Session/Council Meeting, 6:30 p.m., City Hall  
August 19 Merchants Meeting, 8:00 a.m., Twisted Fence Art Gallery  
August 30  
- September 1 Qualifying, 8:30 a.m. to 4:30 p.m., City Hall

Note: Incorrect dates previously reported for qualifying.

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

Being no further business before Council, Mayor Pro tem Dixon made the motion to adjourn the meeting; 2<sup>nd</sup> by Councilwoman Root. Motion carried; all in favor. The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for a Tax Hearing required by law on Monday, July 26, 2010 at 6:00 p.m. at Harlem City Hall with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilman Tom Blalock, and Councilman John Thigpen; STAFF: City Manager Jason M. Rizner and City Clerk Debra E. Moore; VISITORS: Jean Dove; ABSENT: Councilwoman Robin M. Root.

The Hearing was called to order by Mayor Culpepper at 6:00 p.m.

The Invocation was given by Mayor Pro tem Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

**Public Comment:** There was none at this time.

**Approve 2010 Digest and Millage Rate:** The M & O Digest for 2010 is \$52,433,991; the City taxes levied this year total \$280,522. This results in a net increase of \$4,997 over 2009, or a 1.81% increase. The current Millage rate is 5.35%, which is the same as the last three years. The increase in taxes levied result from annexations, new construction and any property value increases.

Mayor Culpepper called for a motion for the approval of the Millage rate to be set at 5.35%. That motion was made by Councilman Thigpen; 2<sup>nd</sup> by Councilman Blalock. Motion carried; all in favor.

Being no further business before Council, Mayor Culpepper called for a motion to adjourn the meeting. That motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilman Thigpen. Motion carried; all in favor. The meeting adjourned at 6:03 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilmember Tom Blalock, and Councilmember John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, City Attorney Barry Fleming, and City Attorney Adam Nelson; ABSENT: Councilmember Robin M. Root; VISITORS: Jean Dove, Jesse Bowman, Julie Miller, Corey Truitt, Phil Turner, Glenn Hayes, Johnny & Ramona Morris, James Scott, Pam Tucker, Scott Dean, Robert Fields, Ruth Tracy-Blackburn, Phillip Vestal, Alan Connor, Sherry Nash, Ally Hippenstahl, Mickey Lonergan and Ken Sweatman.

The Work Session was called to order by Mayor Culpepper at 6:30 p.m.

The Invocation was given by Phillip Vestal, Pastor of Harlem Baptist Church.

The Pledge of Allegiance was led by Mayor Culpepper.

UNFINISHED BUSINESS:

**Ordinance-2<sup>nd</sup> Reading:**

- **Anti-Harassment Policy**-Councilmember Thigpen presented the Ordinance for the Second Reading. This Ordinance is amending Code Section 33.13 Anti-Harassment Policy by adding definitions, examples and other content. Council will need to approve or disapprove.

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

NEW BUSINESS:

**Intergovernmental Agreement-Fire Protection:** Changes have been made by City Attorney Fleming after recommendations came from the Public Safety Committee. Council will need to approve or disapprove the amended agreement.

**Rezoning Request:** At this time, Mr. Truitt had decided to withdraw his request for the rezoning of the property located at the corner of E. Boundary and Harlem/Grovetown Road. Councilmember Thigpen reported that he had had a conversation with Mr. Truitt and that he expressed that he wanted to be a “good neighbor” and citizen of Harlem and wanted to do what was best.

**HPC Appointment:** There is a nomination available; Chairman Turner will address this item at the Regular Meeting.

NEW BUSINESS (cont'd):

**Ordinance-1<sup>st</sup> Reading:**

- **Annexation-**This Ordinance is for the Annexation of the property owned by William KKK & Iris M. Kaawa located at 6479 Campbell's Way, Map & Parcel 031-204, Zoned R1-A and .9 acres. Council will need to approve or disapprove. If passed, the effective date will be October 1, 2010.

**Resolution:**

- **Area Agency on Aging Cooperative Subgrant Agreement for Services-**This Resolution gives the Mayor authorization to execute the "Area Agency on Aging Cooperative Subgrant Agreement for Services" to continue providing meals to Seniors and to provide for the authorization of Jason Rizner, Denise Carter, and Tina Sidener to sign on the behalf of the agency for both programmatic and fiscal issues. This program is funded through a grant from the U.S. Government through the Georgia Department of Human Services. Council will need to approve or disapprove.

**Leaf Truck-Robert Fields, Public Works Director:** Mr. Fields reported to Council that they had located a 1998 International 4700 Diesel Truck in Atlanta for the replacement of the current Leaf Truck. Mr. Fields and Seaborn Street took the heavy equipment mechanic from Columbia County Central Shop to check out the truck. The truck has 115,000 miles and the cost is \$14,000.00. The truck is used with an excellent interior. Mr. Fields feels that this is a good solid truck and making the recommendation to purchase it. There is also an extra cost of \$3,100.00 to add on the box; Columbia County will do this project. There was a question on the funding. There are funds in the 2011-2016 SPLOST for Vehicles that could be used. A recommendation was made to pay for the truck from the General Fund Reserves and when the funds come in from the SPLOST proceeds, repay the General Fund at that time. Council will need to approve or disapprove.

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

Being no further business for discussion, the Work Session closed at 6:45 p.m.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular Meeting on Monday, August 16, 2010 at Harlem City Hall following the 6:30 p.m. Work Session with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilmember Tom Blalock, and Councilmember John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, City Attorney Barry Fleming, and City Attorney Adam Nelson; ABSENT: Councilmember Robin M. Root; VISITORS: Jean Dove, Jesse Bowman, Julie Miller, Corey Truitt, Phil Turner, Glenn Hayes, Johnny & Ramona Morris, James Scott, Pam Tucker, Scott Dean, Robert Fields, Ruth Tracy-Blackburn, Phillip Vestal, Alan Connor, Sherry Nash, Ally Hippenstahl, Mickey Lonergan and Ken Sweatman.

The meeting was called to order by Mayor Culpepper at 6:55 p.m.

**Approval of the Minutes:** Mayor Culpepper called for a motion for the approval of the July 1, 2010 Swearing in Ceremony, the July 19, 2010 Regular Meeting, and the July 26, 2010 Tax Hearing as written; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilmember Thigpen. Motion carried; all in favor.

**Special Recognition:** Mayor Culpepper and Phil Turner, Chairman of the Harlem Housing Authority Board presented Glenn Hayes with a Certificate of Appreciation for his years of hard work and dedication with the Harlem Housing Authority.

Mayor Culpepper presented to Ruth Tracy-Blackburn, granddaughter of the late Francis Tracy, with a proclamation recognizing Mr. Tracy for his contributions to the City, for his commitment to both public and private service. September 7, 2010 is being recognized as "Francis Tracy Day" in the City of Harlem.

Mayor Culpepper called for a motion for the approval the Proclamation for "Francis Tracy Day"; that motion was made by Councilmember Thigpen; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

Mayor Culpepper called for the motion to authorize City Manager Rizner to proceed with establishing a Proclamation to recognize September 3, 2010 as "Jean Dove Day" in recognition of her years of work and dedication to the City and approval of same; that motion was made by Councilmember Thigpen; 2<sup>nd</sup> by Councilmember Blalock. Motion carried; all in favor.

**Public Comment:** There was none at this time.

**Department Reports:** The following departments gave reports for the month of July 2010:

Community Connections	Julie Miller, Director
Public Works Department	Robert Fields, Director
Public Safety Department	Jesse Bowman, Director
Planning & Zoning	Jason Rizner, City Manager
Museum	Jason Rizner, City Manager
Administrative Department	Jason Rizner, City Manager

Note: Mrs. Miller would like to present her Employers from the summer program with Certificates of Appreciation at the September Council meeting.

UNFINISHED BUSINESS:

**Ordinance-2<sup>nd</sup> Reading:**

- **Anti-Harassment Policy**-Mayor Culpepper called for a motion for the approval of the 2<sup>nd</sup> Reading of the Ordinance amending the City of Harlem's Code of Ordinances Section 33.13; that motion was made by Councilmember Thigpen; 2<sup>nd</sup> by Councilmember Blalock. Motion carried; all in favor.

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

NEW BUSINESS:

**Intergovernmental Agreement-Fire Protection:** Mayor Culpepper called for a motion to approve the Intergovernmental Agreement for Fire Services as amended by City Attorney Fleming to be sent back to the County for signature; that motion was made by Councilmember Blalock; 2<sup>nd</sup> by Councilmember Thigpen. Discussion: The changes came from the recommendations by the Public Safety Committee. Ms. Tucker questioned about the changes and if she would get a copy; City Attorney Fleming responded that he would send her one electronically on Tuesday. Motion carried; all in favor. Motion carried; all in favor.

**Rezoning Request:** Mr. Truitt withdrew his request.

**HPC Appointment:** Chairman Turner made the recommendation to nominate Ally Hippenstahl. Mayor Culpepper called for a motion for the approval of the nomination of Ally Hippenstahl to be appointed to the Historic Preservation Commission; that motion was made by Councilmember Blalock; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

NEW BUSINESS (cont'd):

**Ordinance-1<sup>st</sup> Reading:**

- **Annexation-**Mayor Culpepper called for a motion for the approval of the 1<sup>st</sup> Reading of the Ordinance annexing the property located at 6479 Campbell's Way; owned by William KKK and Iris M. Kaawa; Map & Parcel 031 204; Zoned R1-A; .9 acres; that motion was made by Councilmember Thigpen; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

**Resolution:**

- **Area Agency on Aging Cooperative Subgrant Agreement:** Mayor Culpepper called for a motion to authorize the Mayor to sign the Agreement for the continuation of services for meals to the Seniors; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilmember Thigpen. Motion carried; all in favor.

**Leaf Truck:** Mayor Culpepper called for a motion for the approval of the purchase of the 1998 International 4700 Diesel Truck in the amount of \$14,000.00 and the addition of the "box" in the amount of \$3,100.00 as recommended by the Public Works Director; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilmember Thigpen. Motion carried; all in favor.

Mayor Culpepper called for a motion for the approval of the funding to come from the General Fund Reserves to be paid back by the 2011-2016 SPLOST proceeds; that motion was made by Councilmember Blalock; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

**Announcements:**

August 19	Merchants Meeting; 8:00 a.m.; Twisted Fence Art Gallery
August 19	Recreation Committee; 7:00 p.m.; City Hall
August 21	Glenn Phillips Memorial Park Dedication Ceremony; 10:00 a.m.; Woman's Club
August 23	HPC Meeting; 6:30 p.m.; City Hall
August 30-	
September 1	Qualifying; 8:30-4:30 p.m.; City Hall
August 30	Oliver Hardy Festival Meeting; 7:00 p.m.; City Hall
September 3	Jean's Retirement Ceremony; 4:00 p.m.; City Hall
September 6	Office Closed-Labor Day Holiday
September 10	Quarterly Employee Luncheon; 12:00 p.m.; Woman's Club
September 20	Work Session/Council Meeting; 6:30 p.m.; City Hall

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NEW BUSINESS (cont'd):

**Other:** Mayor Culpepper recognized Commissioner Scott Dean.

Before no further business before the Council, Mayor Culpepper called for a motion to adjourn the meeting; that motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilmember Thigpen. Motion carried; all in favor. The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilmember Tom Blalock, Councilmember Robin M. Root, and Councilmember John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Melonie Dappie and spouse, Mike Rorick, Bill York, Kirby Glaze, Jean Dove, Jesse Bowman, Robert Fields, Phil Turner, Ron Willoughby, Joey Reed, Julie Miller, Valerie Rowell, Denise Carter, Linda Bourassa, Joe Lokey and Tom Drake.

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

The invocation was given by Mayor Pro tem Rudolph Dixon.

The Pledge of Allegiance was led by Mayor Culpepper.

#### UNFINISHED BUSINESS:

##### **Ordinance-2<sup>nd</sup> Reading:**

- **Annexation:** This is for the property owned by William K K K and Iris M. Kaawa; located at 6479 Campbell's Way; Map & Parcel 031-204; zoned R1-A; .9 acres. This would become effective 10-1-2010. Council will need to approve.

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

#### NEW BUSINESS:

**Thomson-McDuffie Water Line-Change Order's #1 & #2:** Change Order #1, dated August 6, 2010, is in the amount of \$7937.00 for the addition of two fire hydrants, valves and 1" service. This was approved by the Public Works Director. Change Order #2, dated September 3, 2010, is in the amount of \$152.40 to balance the project budget. Council will need to approve the Change Orders and any additional funding.

**Forestry Grant:** Councilmember Blalock reported to Council that we had received a grant this year. It will be used in the process to locate and identify trees on City property. Council will need to authorize the City Manager to sign the contract. The project will be no cost to the City.

**Preferred Contractor-Public Safety Building:** Kirby Glaze of Public-Private Partnership Project Management, Inc. (4PM) addressed Council on this issue. Mr. Glaze gave an overview of the process in which they came up with the Preferred Contractor. The project started with a "Request for Qualifications" in July. We received six RFQ's. They were scored by a committee; four qualified, two did not. The pricing proposal process on materials happened next. The final submittals were due on September 1<sup>st</sup>. They were reviewed and evaluated. The recommendation for preferred contractor they

NEW BUSINESS (cont'd):

**Preferred Contractor-Public Safety Building (cont'd):** are bringing to Council for approval is John Spratlin & Sons; they scored 94.75. The next process is to work on and develop the final designs, etc. Council will need to approve the recommendation.

**Promotion for Harlem:** Jean Dove addressed Council. The local builders, realtors, City Manager Rizner, and she has met with a Marketing Consultant on the promotion of the City and what it has to offer new residents in the way of housing, etc. The estimate cost to contract with this consultant is \$3,800.00; the City is being asked to take care of this cost as their part of the promotion. The local businesses will be asked to "buy in" to the promotion as well. Council will need to approve the expense.

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

Being no further business, the work session was closed at 6:50 p.m. There will be a 10 minute break prior to the Regular Council meeting convenes.

Debra E. Moore  
City Clerk

The City Council of the City of Harlem, Georgia met for the Regular Council meeting on Monday, September 20, 2010 at Harlem City Hall, following the Work Session that was scheduled at 6:30 p.m. with Mayor Robert W. Culpepper presiding.

Present: COUNCILMEMBERS: Mayor Robert W. Culpepper, Mayor Pro tem Rudolph Dixon, Councilmember Tom Blalock, Councilmember Robin M. Root, and Councilmember John Thigpen; STAFF: City Manager Jason M. Rizner, City Clerk Debra E. Moore, and City Attorney Barry Fleming; VISITORS: Melonie Dappie and spouse, Mike Rorick, Bill York, Kirby Glaze, Jean Dove, Jesse Bowman, Robert Fields, Phil Turner, Ron Willoughby, Joey Reed, Julie Miller, Valerie Rowell, Denise Carter, Linda Bourassa, Joe Lokey and Tom Drake. Note: There were other people in attendance, but they did not sign in.

The meeting was called to order by Mayor Culpepper at 7:02 p.m.

**Approval of the Minutes:** Councilmember Thigpen made a motion to approve the August 16, 2010 Regular meeting minutes as written; 2<sup>nd</sup> by Councilmember Root. Motion carried; all in favor.

**Special Recognition:** Julie Miller of Community Connections presented Certificates of Appreciation to the business owners who employed youth during the summer. There were positive comments received from the owners.

City Manager Rizner presented and read a card of appreciation received from Linda Culpepper in recognition of the work the City did at the park behind the Woman's Club and the dedication and renaming of the park in honor of her Grandfather Glenn S. Phillips.

**Public Comment:** Public Comment was received from the following citizens:  
Melonie Dappie-Questions concerning the Public Safety Building. Ms. Dappie wanted to know the purchase price of the Culpepper building; \$300,000.00. Ms. Dappie wanted to know if there had been renovations done on the building; there were none. Ms. Dappie wanted to know what the budget was for the project; \$2,400,000.00 of which construction costs were \$1,750,000.00 the balance being for the purchase of the building, consulting, architectural, and engineering fees. She questioned how the purchase price came about when the fair market value of the property was \$180,000.00 +/- per the Columbia County property valuation. Mayor Culpepper responded that this project had been in the works since Mayor Bentley was in office. He had received a "letter of intent" in the amount of \$400,000.00 from another interested party during that time. There was some discussion about justifying the increase, 69% +/- . City Attorney Fleming reminded her that she had paid about the same increase when she purchased his residential property. There were no further questions.

**Public Comment (cont'd):** Public Comment was received from the following citizens: Joey Reed and Ron Willoughby-Both Citizens wanted to speak about zoning issues on the building located at 190 E. Milledgeville Road. This building is currently leased by Shad Knox from Lee Anderson. There were complaints about the conditions being kept at the property that were in conflict to what Mr. Reed was being held to at the time he leased the property. There were complaints about Mr. Knox living on the property and keeping dogs locked up in the building. City Manager Rizner and Public Safety Director Bowman will address these issues with Mr. Knox and get them rectified.

**Department Reports:** The following departments gave reports for the month of August 2010:

Community Connections	Julie Miller, Director
Public Works Department	Robert Fields, Director
Public Safety Department	Jesse Bowman, Director
Planning & Zoning Department	Jason Rizner, City Manager
Administrative Department	Jason Rizner, City Manager
Museum	Jason Rizner, City Manager

UNFINISHED BUSINESS:

**Ordinance-2<sup>nd</sup> Reading-**

- **Annexation**-Councilmember Thigpen read the Ordinance for the annexation of the property owned by William K K K and Iris Kaawa; located at 6479 Campbell's Way; Map & Parcel 031-204; Zoned R1-A and .9 acres. This Ordinance will become effective October 1, 2010. Mayor Pro tem Dixon made the motion for the approval of the 2<sup>nd</sup> Reading of said Annexation Ordinance; 2<sup>nd</sup> by Councilmember Thigpen. Motion carried; all in favor.

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

NEW BUSINESS:

**Thomson-McDuffie Water Line-Change Order's #1 and #2:** Councilmember Thigpen made the motion to approve Change Order #1 in the amount of \$7,937.00 for the purchase and installation of two fire hydrants and two one inch services; 2<sup>nd</sup> by Councilmember Root. Motion carried; all in favor.

Councilmember Thigpen made the motion to approve Change Order #2 in the amount of \$152.40 to balance the project budget; 2<sup>nd</sup> by Councilmember Blalock. Motion carried; all in favor.

NEW BUSINESS (cont'd):

**Forestry Grant:** Councilmember Blalock made the motion for the authorization of City Manager Rizner to sign the contract/grant for the location and inventory of the trees on City property; 2<sup>nd</sup> by Councilmember Root. Motion carried; all in favor.

**Preferred Contractor-Public Safety Building:** Councilmember Thigpen made the motion to approve the recommendation of John W. Spratlin & Son as the Preferred Contractor for the Public Safety Building and Fire Station #2 Project; 2<sup>nd</sup> by Mayor Pro tem Dixon. Motion carried; all in favor.

**Promotion of Harlem:** Councilmember Thigpen made the motion for the approval of contracting with Hall Marketing for the Promotion of Harlem in the amount of \$3,800.00; 2<sup>nd</sup> by Mayor Pro tem Dixon. Discussion: Councilmember Blalock questioned the availability of the funds; there are funds available under Contractual Agreements. Motion carried; all in favor.

**Announcements:**

September 27	Festival Meeting; 7:00 p.m.; City Hall
October 2	Oliver Hardy Festival
October 5	Administrative Committee Meeting; 9:00 a.m.; City Hall
October 5	Community Services Committee Meeting; 2:00 p.m.; City Hall
October 11	City Offices Closed-Columbus Day
October 13	Public Safety Committee Meeting; 10:00 a.m.; City Hall
October 13	Public Works Committee Meeting; 2:00 p.m.; City Hall
October 14	Woman's Club; 7:00 p.m.; Harlem Woman's Club
October 18	Work Session/Council Meeting; 6:30 p.m.; City Hall
October 21	Garden Club; Library
October 23	Spooky to be Hungry

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

Being no further business to come before Council, Mayor Culpepper called for a motion to adjourn. That motion was made by Mayor Pro tem Dixon; 2<sup>nd</sup> by Councilmember Root. Motion carried; all in favor. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Debra E. Moore  
City Clerk