

**CITY COUNCIL
WORKSHOP MEETING MINUTES
AUGUST 26, 2014**

Present were Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, and Aldermen John F. Isbell, Kelle K. Mills, and Rick J. Staigle. Also present was City Secretary Janice M. Moore, Police Chief Gary Stewart, Accountant Anna-Maria Weston, and Administrative Clerk Amy Duncan. Alderman Steven H. Bezner was absent.

1. Call to Order:

Mayor Jessup called the workshop to order at 6:04 p.m.

2. Executive Session – Police Chief Review

Mayor Jessup closed the workshop and opened the executive session at 6:04 p.m. He then closed the executive session at 6:25 p.m. and opened the workshop meeting at 6:26 p.m.

Alderman Mills was in the meeting via speaker phone.

3. Discussion:

- a. Computer Aided Dispatch (CAD) Records Management System & Special Use Vehicles

Police Chief Stewart provided a PowerPoint presentation on the CAD Records Management System, which included the history, his research and the grant award of \$67,850.00 for the system and three (3) years of maintenance. He showed the Council screen shots of the software program and explained the functions. A copy of the presentation was filed with City records. Alderman Mills arrived at 6:35 p.m.

Police Chief Stewart also provided a PowerPoint presentation on the police department's special use vehicles. He spoke of the history of acquisition, the maintenance and cost of the current vehicles, and provided examples of future options. Mayor Jessup noted that guidance was being requested on the types of vehicles for the City. A copy of the presentation was filed with City records.

- b. Generator Update

Mayor Jessup reported that the quote for the generator had been revised to include a better unit.

- c. 2014-2015 Budget

The Council made the following adjustments to the proposed budget:

- Lowered debt service by \$20,000
- Positive \$93,000 in General Fund
- Public Works Maintenance and Operations – increase to \$30,000
- Police Vehicle – a possibility with a budget amendment to revisit March 2015.

d. 2013-2014 Proposed Tax Rate

Mayor Jessup announced the proposed tax rate broken down as follows:

- M&O .72687 General Fund
- I&S .16813 Debt Service
- Rate .0895

e. Meeting Schedule for September

Mayor Jessup announced the following upcoming meetings:

September 9th at 7:00 p.m. Budget Public Hearing
 September 23rd at 7:30 p.m. Adoption of Budget and Tax Rate

f. Formation of Substandard Housing Committee

Mayor Jessup noted that he would announce the formation of committee next month. He further noted that this committee would work with City, Council, the Economic Development Corporation, and Code Enforcement in deciding whether or not a residence should be redeveloped or torn down. He then explained the process of the committee's involvement.

4. Administrative Update - Changes to Human Resources Manual: (effective October 1, 2014)

- Floating Holiday Eliminated or Redefined
- Benefits for Eligible Part-time Employees
- Donation of Sick Time Policy
- Longevity Pay to Start on Payroll Following Actual Anniversary Date
- 1st Year New Employees Eligible for Vacation After Three (3) Months and Eligible to Take Sick Time Following Accrual
- On-Call Policy

City Secretary Moore provided an explanation of each item. She answered questions posed by the Council. City Secretary Moore noted that a newly revised employee manual would be presented to the Council in the future for approval.

5. Upcoming Council Agenda Items

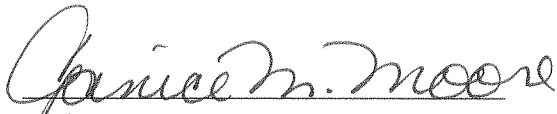
Mayor Jessup provided an overview of the upcoming items being presented on the regular meeting agenda.


6. Adjournment

Alderman Henley moved to **adjourn** the meeting at 7:28 p.m. Alderman Isbell seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, September 23, 2014.**

ATTEST:


Janice M. Moore, City Secretary


Charles D. Jessup, IV, Mayor

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