

**CITY OF DAHLONEGA
WORK SESSION
MINUTES
APRIL 4, 2011**

The Dahlonega City Council met at City Hall on Monday, April 4, 2011. Members present were Terry Peters, Ralph Prescott, Johnny Ariemma, Michael Clemons and Gerald Lord. Sam Norton was not present. Also present was City Manager Bill Lewis and City Attorney Doug Parks. Mayor McCullough called the Work Session to order at 3:30 p.m.

SILVER DOVE BROADCASTING:

Ray and Laurel Hughes, owners of Silver Dove Broadcasting informed Council they have bought a FCC license, WVDG for radio broadcasting. Ms. Hughes stated the purpose for approaching Council was to request permission to locate a small, low power FM antenna on the City Water Tank located on Crown Mountain Drive. She informed Council she will have an engineer to fabricate a clip to hold the antenna on the stairwell of the tank. This location would be lower than the top of the tank and other antennas already in place. Ms. Hughes also requested permission to install a concrete pad to construct a small building for the broadcasting transmitter. City Manager Bill Lewis requested Ms. Hughes to have an engineer study done to determine if this type antenna would interfere with the others located on the tank. He further advised that some legal issues will need to be addressed, such as if the City tank were to be moved, there would be no obligation for the antenna placement. After further discussion, Council was in agreement that Ms. Hughes submit a letter making a formal request of everything needed from the City and time frame of these needs. Also, Ms. Hughes would need to include a copy of FCC license approval with the letter of request.

PARK STREET - HISTORIC DISTRICT PRESENTATION:

Mr. Ken Kocher, a consultant with Piedmont Preservation & Historic Planner for the Cities of Madison and Monticello presented the next steps of the process to designate South Park Street to a Historic District. Mr. Kocher informed Council a survey had been completed and the boundaries were drawn. A report of these findings was sent to the Historic Preservation Division and was approved. He informed Council the next steps to designate a district would be to send a notice to all property owners and publish an advertisement in the paper. He further informed that a public hearing would need to be set by the Historic Preservation Commission and they will make recommendations to City Council for designation. If Council decision would be to move forward, the District will need to be adopted by an Ordinance and approved by City Council. After further discussion, Council was in agreement for staff to inform the Historic Preservation Commission to move forward with a public hearing.

HEALTH INSURANCE CONSULTANT:

City Manager Bill Lewis informed Council that staff had received five (5) responses from the RFP's sent out to evaluate the Cities health insurance plan. After review staff selected MSI Benefits to perform the evaluation.

Mr. Matthew Bidwell, representative for MSI Benefits was present to explain the evaluation process. He stated MSI would need city employees to complete a health review evaluation, listing health issues and medications. They would submit information to insurance carriers for them to determine the risk factors in order to provide a more accurate competitive quote. After further discussion, Mr. Bidwell recommended health evaluations be completed in September of this year and quotes could be compared by January 1, 2012.

DISPOSAL AGREEMENT:

City Manager Bill Lewis informed Council this was the same agreement that was approved last year. He further explained there is no change in the wording of the document, only the new rates. The disposal rate was increased from \$29.00 per ton to \$30.75 per ton for a three (3) year agreement. Mr. Lewis requested Council to amend the agenda for the regular Council Meeting to approve the agreement. Council was in agreement of this recommendation.

SOIL EROSION ORDINANCE:

Mayor McCullough informed Council of amendments to the Soil Erosion Ordinance. City Attorney Doug Parks stated most of these amendments were to modify definitions and training requirements for soil erosion employees. Mayor McCullough further informed these were state mandated amendments and needed first reading approval at the Regular Council Meeting to follow.

CITY HALL PHONE SYSTEM:

City Manager Bill Lewis requested Finance Director Christopher Austin give a report on the status of the new proposed City Hall phone system. Mr. Austin informed Council the existing phone system was twenty-two (22) years old and needed to be updated. He had received a proposal from Windstream to upgrade to a T1 line, which will include up to 50 lines but will only have one monthly invoice. This will also give us the capability to have a switchboard and an individual line for each office. We will also be able to transfer calls from City Hall to any other city department without redialing. This system can also be moved to a new facility. Mr. Austin further informed the current monthly bill will be reduced by approximately \$310.00 and with a cost of \$10,105.00 for installation the system would be paid for in two (2) years and nine (9) months. After further discussion, Council was in agreement to move forward with installation of the new system.

FUND BALANCE:

City Manager, Bill Lewis asked Finance Director Christopher Austin to inform Council concerning GASB 54 regarding Fund Balance designation. Mr. Austin informed Council the total General Fund Balance was \$3,771,375. Of this balance the City is required to maintain six months of the current years budgeted revenues or expenditures which is a total of \$1,527,937. He further informed this leaves an assignable fund balance of \$1,859,035 that could be assigned at the Council's discretion for certain projects. After further discussion, Council was in agreement to designate 1,500,000 to City Hall Construction Fund and \$359,035 designated to Capital Improvement Emergency Fund.

SAFETY AND WELLNESS POLICY:

City Manager Bill Lewis informed Council the Safety and Wellness Policy needed to be updated. Each year the City receives a Wellness Grant from the Georgia Municipal Association. One of the requirements of this grant is to provide a Safety and Wellness Policy to each employee annually. With the request from GMA and some changes in the wellness agreement with Corporate Care, the policy needed to be updated to reflect these changes.

Work Session was adjourned at 5:45 p.m.