Tyrone Town Council
Meeting Minutes
May 2, 2019

Present:
Mayor, Eric Dial
Mayor Pro Tem, Gloria Furr
Council Member, Ken Matthews
Council Member, Linda Howard
Town Manager, Brandon Perkins
Finance Manager, Sandy Beach
Engineer/Public Works Director, Scott Langford
Planning & Zoning Coordinator, Phillip Trocquet
Police Chief, Randy Mundy
Town Clerk, Dee Baker
Town Attorney, Dennis Davenport

Council Member, Ryan Housley was absent

Mayor Dial opened the meeting and gave the Invocation, which was followed by the Pledge of Allegiance.

Approval of Agenda

Council Member Matthews made a motion to approve the agenda.
Council Member Howard seconded the motion. Motion was approved 3-0.

Consent Agenda: *All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

Approval of minutes, April 18, 2019.

Consideration for Crossroads Christian School to use Shamrock Park for their Field Day celebration.

Consideration to surplus the formerly used plotter.

Council Member Furr made a motion to approve the consent agenda.
Council Member Howard seconded the motion. Motion was approved 3-0.

Public Hearing:

1. Consideration to rezone a 5.89-acre tract with parcel number 0742-023 at property address 520 Briarwood Road from AR (Agricultural Residential) to R-12 (Residential 1200 s.f. minimum).
Phillip Trocquet, Planning & Zoning Coordinator

Mr. Trocquet informed Council that the 5.83-acre tract petition was consistent with the Future Development Map and the Comprehensive Plan. The character area should be defined by single-family low-density development and encouraged to preserve green space and conservation. He added that the petition was also consistent with the zoning ordinance. He stated that R-12 land existed to the north, east and west of the property. The proposed rezoning does not adversely affect the existing use or usability of adjacent or nearby properties and would not result in a use which would cause excessive or burdensome use of existing infrastructures. He shared that the Planning Commission and staff recommended approval of the rezoning.

Council Member Furr shared her concern that there were no drawings of a septic tank on the property and she was concerned that a future driveway may be placed on top of the septic line. Mr. Trocquet stated that the rezoning petition would have no bearing on the future development of the land; however, if the property owner chose to split or develop the property, the plans would need to be reviewed by staff and Planning Commission. At that time a septic line would be identified.
Council Member Furr asked the property owner representative, Mr. Randy Boyd, if he would ensure that, when the land was surveyed, a string would be pulled to Briarwood Road, showing adjacent property owners the property lines. She also requested that no underbrush be cut, if possible. Mr. Boyd agreed.

Mayor Dial opened the public hearing for anyone that wished to speak in favor of the item.

Mr. Randy Boyd supplied Council with a site plan. He stated that the plan was to leave 1.6 acres for the existing house, and to wrap the drive around the house. He added that the septic line was a concern of his also. Environmental Health records could not be located for the house.
He gave reference to the Planning Commission meeting and citizens' concerns with the possibility of the placement of more homes on the adjacent lot. He added that the soil did not perk for additional septic.
Mr. Boyd proposed a 4.3-acre lot in the front of the property and 1.6-acre site in the back. He added that the reasoning for an R-12 petition was due to the front lot's current 1,450 square foot home. A larger classification was not feasible. Mr. Boyd informed Council that the property owner's son had plans to renovate the current home and to build an 1,800 square foot home in the back lot.
Council Member Furr asked Mr. Boyd how far the drive was from St. Ives. Mr. Boyd stated that the plan was to leave a 30-foot strip, not to interfere with the septic line. This would minimize any additional clearing.

Mayor Dial opened the public hearing for anyone that wished to speak in opposition of the item.

Ms. Charla Rehwaldt who lives on St. Ives, stated that she was neither for, nor against the petition. She added that she and her husband moved from Fayetteville to Tyrone in 2003, for a more peaceful setting. She shared that they now sit on the deck and enjoy the wooded tree line that separates the properties. She asked that the developer leave as much undisturbed as possible.

Council Member Furr made a motion to approve the rezoning of the 5.89-acre tract with parcel number 0742-023 at property address 520 Briarwood Road from AR (Agricultural Residential) to R-12 (Residential 1200 s.f. minimum).
Council Member Matthews seconded the motion. Motion was approved 3-0.

Mayor Dial shared that he was a firm believer in property rights and reiterated that by keeping as much undisturbed underbrush and tree line, would be neighborly.

Old Business:

2. Consideration for Elected Official pay increase. ***Brandon Perkins, Town Manager***

Mr. Perkins reminded Council that the item was discussed during the retreat in February at Council Member Matthew's request. Through research, data was provided regarding comparable municipalities and their elected officials' pay. If Council wished to pursue an increase in salary and give staff directive, a three-week advertising process would commence.
Council Member Matthews asked for a date for the last pay increase. Mr. Davenport stated that records reflected an approximation of the mid-eighties.

Council Member Matthews made a motion to increase the Mayor's salary from $800 to $1,200 a month ($14,400 yearly) and to increase Council Member's salaries from $400 to $600 a month ($7,200 yearly).
Council Member Furr seconded the motion. Motion was approved 3-0.
Council Member Matthews suggested raising Planning Commissioner's pay to $200 a month ($2,400). Mr. Davenport stated that Planning Commissioners pay increase did not require public hearings and could be changed any time Council desired.

New Business:

3. Consideration to approve Parrish Construction as the Construction Manager at Risk (CMAR) for the new municipal complex. ***Brandon Perkins, Town Manager***

Mr. Perkins shared that the Construction Manager at Risk (CMAR) would assist with design, cost estimating, developing a budget and ensuring the project stays on budget. The CMAR assumes risk if the project goes over budget. He informed Council that an RFP was sent out on March 11, 2019 and closed on April 16th. A pre-bid meeting was held on March 22nd, of which fourteen prospects attended. Of the fourteen, only seven applied. The top three were Ajax Building Corporation, Hogan Construction, and Parrish Construction. Interviews commenced on April 25th and Parrish was selected. Their fees for the project, which could vary slightly depending on the actual cost of the project, are estimated at $470,400 based on a tentative $4,000,000 budget. Mr. Perkins then introduced Mr. Jim Fallon, Vice President of Parrish Construction Group.

Mr. Fallon thanked Council on behalf of Parrish and added that he understood that it was a big project for the Town, but that he and his team were excited to have Tyrone as a new customer and that he was excited to begin.

Council Member Furr made a motion to approve Parrish Construction as the Construction Manager at Risk for the Town's municipal complex and to be executed upon legal review.
Council Member Howard seconded the motion. Motion was approved 3-0.

4. Consideration to revise the Floodplain and Litter Ordinances to comply with the Metro North Georgia Water Planning District. ***Brad Konwick, Environmental Technician.***

Mr. Konwick brought to Council two ordinances in need of re-adoption. He stated that the Floodplain and Litter Ordinances were in need of revising in order to maintain compliance with the Metro North Georgia Water Planning District (MNGWPD). The MNGWPD audits the Town every five years: our last audit was in 2018. Some changes were made since the audit. He added that the changes would not significantly affect the Town's normal business operations. Developers who wish to develop in a floodplain would have to meet the revised requirement moving forward. Mr. Konwick recommended approval of the revisions made by the legal department.

Council Member Howard made a motion to approve the ordinance revisions to maintain compliance with the Metro North Georgia Water Planning District.
Council Member Furr seconded the motion. Motion was approved 3-0.

5. Consideration to appoint a Public Facilities Authority Board. ***Brandon Perkins, Town Manager***

Mr. Perkins informed Council that in 1979, through the State legislature, the Town created a Tyrone Public Facilities Authority. Among its many purposes were, constructing and operating buildings on behalf of the Town. To staff's knowledge, the Authority had not been utilized in recent history. He stated that our legal and financial teams advised us that it would be wise to utilize this entity as intended in seeking funding for the Municipal Complex. Based on legislation, the PFA requires appointments of three individuals by Council. Mr. Perkins recommended that the authority consist of one elected official and two citizen volunteers.

Council Member Furr made a motion to appoint one elected official and two citizen volunteers to serve as the Public Facilities Authority, with Mr. John Woody serving to December 31, 2019.
Council Member Howard seconded the motion. Motion was approved 3-0.

Council Member Furr made a motion to appoint Ms. Melissa Hill to serve on the Public Facilities Authority board with a term ending December 31, 2020.
Council Member Matthews seconded the motion. Motion was approved 3-0.

Council Member Furr made a motion to appoint Mayor Eric Dial to serve on the Public Facilities board with a term ending December 31, 2021.
Council Member Howard seconded the motion. Motion was approved 3-0.

Mr. Davenport clarified that the terms were staggered, three-year terms.

Staff Comments

Ms. Baker stated that the 6th annual Touch A Truck event at Burch Elementary went very well. She thanked Principal Howe, Mr. Elder and the Burch Elementary teachers and staff, Mr. Perkins, Chief Mundy, Major Brock, Lieutenant DeLoose, Corporal Minix, K-9 Office Bruno, Dave Moretz from Public Works, Recreation Manager Rebecca Brock, Fayette County Fire and Emergency, Fayette County Public Works and Road Crew, and the Air Methods Airlife crew.

Mr. Perkins shared that during the Retreat, a need for an Investment Policy was discussed. He stated that he did locate a draft version and began building from there. He added that Ms. Beach and Ms. Emini discovered a 2010 version that was adopted by Council. This was essentially the Government Finance Officer Association's model. He added that regarding delegation, upon review, the policy designates the Town Manager as the Investment Officer.
Mr. Perkins stated that in the spirit of the policy, Ms. Beach would present the current plan. He added that Ms. Beach and Ms. Emini worked very hard gathering information for the execution of the investment policy, so as to move forward with the Municipal Complex and other Town projects. Mr. Perkins stated that it was a sound policy and that he was seeking their approval following the presentation.

Ms. Beach presented Council upon their request, with the current financial snapshot and gave diversification options. She gave credit to Ms. Emini for giving time to the project. She informed Council that according to the April 2019 snapshot, currently there was $9,768,306.50 in total cash. Along with several restricted funds including SPLOST, State and Federal funds, the estimated cost of the Municipal Complex, the dam project and operating cash; the total funds available for investing was $1.7 million.
Ms. Beach gave three different investment options: Multi-Bank Securities, Georgia Fund 1 and United Community Bank. She added that Georgia Fund 1 was brought to their attention by Stifel, Nicolas and Co. and was completely funded by Georgia government entities (state, local, education) and was overseen by the State. She informed everyone that the fund's rates would fluctuate as do federal funds, whereas CDs normally lock-in at certain rates. Also, this particular fund would allow online capabilities which makes transfers more efficient. Ms. Beach then informed Council regarding bank securities (multi-bank).

They partner with the Association County Commissioners of Georgia (ACCG) and have very competitive rates for CD's. They are fully compliant and backed by Georgia law. The third was United Community Bank. She stated that their current CD rates could not compete with the multi-bank securities which was as high as 2.7%.

Ms. Beach suggested investing with the Multi- Bank CD fund, allotting: $700,000 into the Pool Fund, $240,000 into a twelve month CD with at 2.7%, $240,000 into a nine month CD with a 2.5% rate, $240,000 into a six month rate at 2.5%, $240,000 into another six month CD at 2.4% and $40,000 into a six month CD at 2.4%. She clarified that a split would keep the monies fluid for multiple projects and easily available.

Council Member Furr asked if the Town could invest monies located in larger funds such as sewer and SPLOST? Ms. Beach clarified that SPLOST monies were allocated as they soon as they were received, for specific projects and that sewer expansion was currently moving forward. Council Member Furr shared that although the monies were restricted, could they be gaining interest in the meantime?

Mr. Davenport agreed that SPLOST monies were only held for a short period prior to allocation. He added that if any investing were to be made, it would need to be short-term. Ms. Beach shared that currently the money had an interest rate of 1.7%.

Council Member Furr shared that United Community Bank had a six-month CD rate of 2.05%. Ms. Beach clarified that government funds needed to be collateralized. The bank added extra funds to secure government reserves.

Discussion took place regarding the placement of restricted funds. Mayor Dial suggested moving forward with discussions regarding unrestricted funds and for further research to commence for restricted funds.

Council Member Furr asked for clarification for splitting the cost of the Municipal Complex. Ms. Beach stated that one reason was due to the possibility of a down-payment. If so, there would be another amount for investing. Council Member Furr asked when the building needed to be financed? Mr. Perkins stated that financing would take place after the Construction Manager assesses the entire project. Mayor Dial gave an estimated time of November. Ms. Beach added that Stifle suggested paying little up-front in case of a greater need at the end of the project. Council Member Furr asked what type of process would the architect and contractor be paid. Mr. Fallon gave some clarification to the process. He stated that site work would be completed in November then Council would vote to approve. He added that a bill would be submitted monthly, only for work completed. Mr. Fallon shared that a schedule would also be provided in order to see into the future for billing purposes.

Mayor Dial shared a project financial schedule: November 30th would be the first "draw" for approximately $107,000, December $250,000, January $730,000, February $200,00, March $600, April $700,00, May $800,000, June $500,00 and July $100,000.

Council Member Howard inquired about the Georgia Fund. Ms. Beach suggested placing $700,000 into the fund. She added that two other Fayette County municipalities utilize Georgia Fund 1. Council Member Howard asked if there would there be withdrawal penalties? Ms. Beach stated no and no transaction fees. The only downside are the fluctuating government rates.

Council Member Furr inquired about the Pendleton dam, when should it be completed and funded. Mr. Perkins stated that it would depend on the grant that was applied for, perhaps August. The monies would need to be paid up-front, which had been budgeted. The grant should then reimburse all but $550,000. Council Member Furr asked how that money was invested. Ms. Beach stated that it was currently in reserves, earmarked. Council Member Furr asked if that money was currently within the operating cash account. Ms. Beach stated yes. Mr. Perkins added that the big picture reflected that the Town finances were healthy.
He added that the Town was taking advantage of that to do good things, such as: the new building, and the sewer expansion. Unfortunately, the Pendleton dam project was looming. He stated that some funds were restricted and was earning money; however, $1.7 million could be taken to earn more, which was good. Ms. Beach added that this would still keep us "liquid" enough to pay bills for large projects as they come in. She added that at least $1 million was needed to pay bills.
Council Member Howard shared that she understood Council Member Furr's concerns regarding investing that which was available. Council Member Furr added that she just wanted the best investment for the citizens and their money. Council Member Matthews agreed. Council Member Furr shared her concern regarding obtaining information in a timely manner. She shared her gratefulness for Ms. Beach. She added that she understood that Ms. Beach was bogged down and it was not her fault and that she does a wonderful job. She ended by stating that six months was a long time for money to be sitting, waiting to be paid. Ms. Beach added that once the budget was set, there would be a clearer picture.

Council Member Howard made a motion to approve the presented portfolio of diversification and directed staff to further research how to further gain a higher percentage of interest per the number of months allotted.
Council Member Matthews seconded the motion. Motion was approved 3-0.

Mr. Perkins announced that the Fayette Chamber was hosting a ribbon cutting ceremony for the new facility for the Real Life Center on May 13th, 5:30 pm – 6:30 pm.

Mr. Perkins stated that when Council received their budget books tonight, do not be alarmed. It was a significant budget which would yield significant work. This was the biggest budget to date, due to the new complex, sewer expansion (SPLOST) and the Pendleton dam.

Council Comments

Mayor Dial gave recognition to Ms. Emini for achieving her Bachelor's degree in Accounting and Finance. Ms. Emini shared that graduation would commence on May 12th, she was very excited and is taking her family to New Hampshire for the ceremony.

Adjournment

Council Member Howard made a motion to adjourn. Motion was approved 3-0. The meeting adjourned at 8:07 pm.

Eric Dial, Mayor

Dee Baker, Town Clerk