



The Work Session of the Mayor and Council was held in the Council room of West Point City Hall August 8, 2013 at 8:15 p.m. with Mayor A. Drew Ferguson IV opening the session.

Members Present:

Councilmember Joseph R. Downs III
Councilmember Gerald W. Ledbetter
Councilmember Gloria R. Marshall
Councilmember Sandra Thornton
Councilmember Benjamin F. Wilcox
Councilmember Judy L. Wilkinson

Members Absent:

Public Comments on agenda items

There were no public comments

Agenda Reviewed in it's entirely before discussion

The Mayor reviewed the agenda and stated without objection from the council the meeting will precede with the outlined agenda.

NEW BUSINESS

- **Council Meeting Room Renovations**

City Manager Ed Moon stated there were no changes from the previous work session. The plan will provide better security, new flooring, audio-visual equipment, and more secure entrance and exit access for council members. The funding is from the 2006 SPLOST.

- **2013 Street Paving**

City Manager Ed Moon stated there were no changes from the previous work session. The paving plans for this year included five streets that were on the priority list, however; funds are only available to do one. Mr. Moon recommended the City pave 3rd Avenue from 10th Street to 15th Street. The current bids for the paving is \$35,000 more than what the city has available for paving. City Manager Ed Moon stated he was still negotiating with the bidder to modify the project to fit the available funds. The total bid for all five

streets was \$322,484.70. The other streets will have to be considered in later years. The resolution will not be on the business agenda until the funding issue is resolved. Mrs. Dee Williams asked about the process in choosing which street to pave and selecting the contractors. City Manager Ed Moon stated he would meet with Mrs. Williams and provide her with the information.

- **City Millage Rate.**

City Manager Ed Moon stated there were no changes from the previous work session the 2012 gross tax digest was \$273,024,425. The 2013 gross digest is \$304,464,003 an increase of 31,439,578 over 2012 but because of the increase in exemptions the net digest for 2013 only increase by 463,812 for a total of \$4,449. The City's millage rate has been 9.781 from 2008 through 2011. The City's reduced the millage rate in 2012 to 9.592. The City staff is recommending the millage rate be set at 9.525. The rolled back rate will avoid having public hearing on taxes for 2013. The resolution will be on the next business agenda.

- **Surplus of City Vehicles**

City Manager Ed Moon stated there were no changes from the previous work session three vehicles will be on the next agenda for the council to declare surplus. A 1999 Ford Crown Victory, 1993 Ambulance Intl4700LP, and 1995, 2000 Ford Crown Victory, and 1995 Gray Ford F-150. Councilmember Sandra Thornton stated she needed additional information as to employees using city vehicles and purchasing of new vehicles. City Manager Ed Moon stated he would meet with her to discuss the process.

- **ADA Transition Plan**

City Manager stated a resolution adopting Americans with Disabilities Policy will be on the next agenda. The policy is needed to be in compliance with the Americans with Disabilities Act. The policy will also include a Plan of Action for facilities not in compliance. There were no changes from the previous work session.

- **Process for Appointment of City Board, Authority, & Commission Members**

City Manager Ed Moon reviewed the below Policy/Procedure for appointments to City Board, Authority, and Commission members. He stated the Policy/Procedures be considered at the next business meeting for adoption.

Policy/Procedure

1. Appointment List

- a. Each year at the first business meeting in January the Mayor and City Council will announce the board vacancies appointed by the city council that will occur during the calendar year.

- b. The end of term or vacancies shall be listed with the name of the incumbent appointee, the date of appointment, the date the term expires, date applications are due and if any the necessary qualifications.
- c. The vacancies shall be listed on the city web site and social media sites. An advertisement shall be placed in the local newspaper in January and July if applicable. Announcements will be made at city council meetings.

2. *Applications*

- a. Applications will be made available on the city web site and at city hall.
- b. Applications will be accepted at city hall, by mail or email.
- c. Applications must be submitted 30 days prior to the city councils scheduled business meeting to vote on the appointment.
- d. The application will contain all instruction needed by the applicant.

3. *Interviews*

- a. Each selected applicant will be interviewed
- b. Questions will be listed on the application
- c. The interviews will be open to the public

4. *Selection*

- a. Selection will be done by the council as a whole

After a lengthy discussion about secret ballots, Attorney Jeffrey Todd stated all meeting are open to the public and all votes have to be open. The Council stated the discussion about secret ballots were not intended to keep vital information from the public but to protect citizens character and good name. The Council drop all discussion about secret ballots and added advertising through social media and newspaper before the meetings in which a discussion and/or decision is made.

Consider Items for Business Meeting

Mayor Ferguson stated the all the new business items listed except the street paving will be on the next business meeting agenda.

Mayor & Council Comments

There were no comments.

ADJOURN

There being no further business the meeting was adjourned