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The Work Session of the Mayor and Council was held in the Council room of West Point City Hall February 8, 2018 at 5:30 p.m. with Mayor Steve Tramell opening the session.

Members Present:

Mayor Pro-Tem Sandra Thornton  
Councilmember Alanteo “Henry” Hutchinson  
Councilmember Gerald W. Ledbetter  
Councilmember Benjamin F. Wilcox

Members Absent:

Councilmember Joseph R. Downs III  
Councilmember Gloria R. Marshall

**Agenda Reviewed**

Mayor Steve Tramell reviewed the agenda and asked for a motion to approve the agenda. Councilmember Gerald W. Ledbetter made said motion; seconded by Councilmember Sandra Thornton; **passed unanimously**

**Public Comments on agenda Items**

There were no public comments

**New Business**

- **Resolution for Fireworks**

City Manager Ed Moon stated there were no changes from the last work session. Georgia House of Representatives passed House Bill 419 during the 2017 Legislative Session by a vote of 147 to 17 to enable the governing authorities in certain counties to further regulate the use of ignition of fireworks. House Bill 419 does not address the use of all fireworks but rather the noise created by certain fireworks and does not in any fashion restrict or address the sale of fireworks. This resolution is presented to urge the Georgia Senate of the General Assembly to pass House Bill 419 and for the Governor of the State of Georgia to sign such bill into law to improve the quality of life for the citizens of their city, recognizing that not all such counties and cities have noise ordinances and that the population density in some areas of Georgia will not warrant regulation of noise by noise ordinance. The resolution will be on the next business meeting for consideration.

- **Resolution to Amend 2017 Budget**

Mayor Tramell stated a resolution to amend the City of West Point 2017 Budget to reflect the actual total revenues and expenditures at the end of fiscal year 2017. The total unaudited revenues of \$16,910,857 and expenditures of \$16,918,945.82. The resolution will be on the next business meeting agenda for consideration.

- **Procurement Policy**

City Manager Ed Moon stated there were no changes from the previous work session. Staff is recommending the Mayor and Council adopt a Procurement/Open and Free Competition Policy for the City of West Point. The purpose of this policy is to define when the competitive bidding process must be used by the City for procurement of materials and professional services. The policy does not apply to construction contracts. The policy will be on the next business meeting agenda for consideration.

- **Federal Funds Disbursement Policy**

City Manager Ed Moon stated there were no changes from the previous work session. Staff is recommending the Mayor and Council adopt a Federal Funds Disbursement Policy for the City of West Point. The purpose of this policy is to define how Federal Funds are disbursed by the City of West Point. All funds are maintained by the City Manager or his/her designee. The policy will be on the next business meeting agenda for consideration.

- **Sole or Single Source Procurement Policy**

City Manager Ed Moon stated there were no changes from the previous work session. Staff is recommending the Mayor and Council adopt a Sole or Single Source Procurement Policy for the City of West Point. The purpose of this policy is to define when the competitive bidding process may be waived in order to execute a sole source procurement transaction such as emergency purchases for materials and or equipment that are immediately needed for life safety such as but not limited to storm damages, loss of vital equipment, utility emergencies. The policy will be on the next business meeting agenda for consideration.

- **Severe Weather and Emergency Policy**

City Manager Ed Moon there were no changes from the previous work session. Staff is recommending the Mayor and Council adopt a Severe Weather and Emergencies Police for the continuity of critical operation/services during adverse weather or other emergency conditions. The policy includes guide lines for Employee Notification, Closings and Delayed Opening, compensation, and paid time off. The policy will be on the next business meeting agenda for consideration.

- **10 th Street Property Exchange**

City Manager Ed Moon stated there were no changes from the previous work session. The 10<sup>th</sup> Street Property Exchange between the West Point Development Authority and the City of West Point will include approximately 4 acres located at the northeast intersection of 10<sup>th</sup> Street and Avenue H as well as an unimproved lot, approximately 1 acre in size known as 606 E. 10<sup>th</sup> Street owned by the City and property known as 1122 O.G. Skinner Drive (Tax Map Number 094-3A-002-031 and the Authority shall contemporaneously take action as is reasonable necessary to remove the use restriction from the unimproved parcel on the south side of O.G. Skinner Drive known as Troup County Tax Map Number 094-3A-002-015. The Property Exchange agreement will be on the next business meeting agenda for consideration.

### **OTHER BUSINESS**

Mayor Tramell asked everyone to support the St. Patrick Day event that will be held on St. Patrick Day in the Downtown West Point River Park.

Councilmember Sandra Thornton asked everyone to attend the Black History Program that will be held at the West Point Gym on February 27, 2018. Dr. Calvin Hall of Newnan Georgia will be the guest speaker.

### **ADJOURN**

Councilmember Sandra Thornton a motion to adjourn. The motion was seconded by Councilmember Benjamin F. Wilcox; **passed unanimously**.

There being no further business the meeting was adjourned