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The Work Session of the Mayor and Council was held in the Council room of West Point City Hall March 29, 2018 at 5:30 p.m. with Mayor Steve Tramell opening the session.

Members Present:

Mayor Pro-Tem Sandra Thornton  
Councilmember Joseph R. Downs III  
Councilmember Alanteo “Henry” Hutchinson  
Councilmember Gloria R. Marshall  
Councilmember Benjamin F. Wilcox

Members Absent:

Councilmember Gerald W. Ledbetter

**Agenda Reviewed**

Mayor Steve Tramell reviewed the agenda and asked for a motion to approve the agenda. Councilmember Joseph R. Downs III made said motion; seconded by Councilmember Sandra Thornton; **passed unanimously**

**Public Comments on any Items**

Ms. Dee Dee Williams asked the Council how much it cost for property to be annexed into the City of West Point and the rationale behind charging the fee. She stated it would be a benefit to the City through increase property taxes if property was annexed. City Manager Ed Moon stated the cost is around \$300.00. The \$300.00 covers the cost of signage and advertisement associated with the annexation. Councilmember Joseph R. Downs III stated the decision to annex property traditionally were made through recommendations from the Planning Board and City Staff. Councilmember Henry Hutchinson stated waving the cost would be something the Council could consider.

**Presenters**

- **Sam Breyfogle, Georgia Forestry Commission Circuit Riding Certified Arborist**

Mr. Sam Breyfogle from the Georgia Forestry Commission stated he wanted to encourage the Council qualify the City of West Point as a Tree City USA City. He stated the four standards are #1. A. Tree Board or Department #2 Adopt a Tree Care Ordinance #3. Adopt a Community Forestry program with annual Budget of at least \$2.00 per Capita and #4 adopt an annual Arbor Day Observance and Proclamation. The Mayor thanked Mr. Breyfogle for coming and asked the Council to consider the program.

- **Mike Meridith, community Action For Improvement**

Mr. Mike Meridith stated he wanted to announce Community Action for Improvement is operating in West Point at the Technology. He stated the need the Council help in distributing funds to people who qualify for the program. Their grand opening will be April 27, 2018 from 10:00 a.m. until 2:00 p.m. at the Technology Building on Skinner Drive.

### **New Business**

- **Tree City USA**

City Manager Ed Moon stated the City of West Point has met most of the four standards have been met. The item will be on the next agenda for further consideration.

- **Board & Committee Appointments**

City Manager Ed Moon stated Ms. Debra Robertson has submitted her application to continue to serve on the Historic Preservation Commission and Aaron Lewis is the incumbent for the Municipal Planning Board.

- **Electric Cities of Georgia Pole Attachment Agreement**

City Manager Ed Moon stated the Electric Cities of Georgia is recommending the City amend the service contract for Pole Attachment with Charter and W.O.W. The contract will change from an annual fix cost to a time base fee. The City currently collects around \$90,000 annual. The change for the City of West Point will be revenue neutral.

- **Motorized Carts**

City Manager Ed Moon stated motorized cart means every motor vehicle having no less than three wheels and an unladen weight of 1,300 pounds or less and which cannot operate at more than 20 miles per hour. He showed a video of another Georgia City that has approved on road use of carts and presented a model ordinance provided by Georgia Municipal that meet all state requirements. The issue will be further discussed at future work sessions.

- **Harris County Animal Control Agreement**

City Manager Ed Moon stated Harris County want the City to amend the Animal Control Agreement to change the amount the City pays for each animal. The new agreement changes the amount for housing Kittens and Puppies from \$5.00 per animal to \$6.00 and Dogs and Cats from \$10.00 per animal to \$35.00. The agreement will be on the next work session agenda for further discussion.

- **Virginia Cook Activity Center Use Agreement**

City Manager Ed Moon stated there have been some concerns from citizens about access to the building prior to the establish rental hours for set up and decorations for the events. The concerns are centered around Option 3 hours 11:00 am and 8:00 pm. Citizens have expressed the hours don't allow enough time to set up before the events. Councilmember Gloria R. Marshall asked why a staff person has to be present during the rental hours. Councilmember Henry Hutchinson stated further discussion is warranted on this issue. The issue will be on the next work session agenda.

- **Drive Safety Policy**

City Manager Ed Moon stated our liability insurance carrier recommend the City adopt a Drive Safety Policy. The draft policy is consisted with the City's Personnel Manual section. The policy covers safety while operating city vehicles and equipment, driver's responsibilities, employee's responsibilities, and supervisor responsibilities. The policy will be on the next work session agenda for further review.

- **Forward Fund Application**

City Manager Ed Moon stated the West Point Development Authority has requested \$520,000 grant from the Forward Fund. The monies will be used for grading and land preparation for the property from Avenue K & Avenue H. During the discussion, there were some concerns about granting the amount before the bids. The item will be on the next agenda for further discussion.

- **Harris County Service Delivery**

City Manager Ed Moon stated the City of Shiloh has requested all the cities in Harris County to amend the current service delivery agreement so that it will allow them to provide water service outside their city limits. Mr. Moon stated allowing Shiloh to provide water outside their city limits will not have an impact on the City of West Point. The item will be on the next agenda for further discussion.

- **Other**

Councilmember Sandra Thornton stated Georgia Cities Week is celebrated in April. On April 13, 2018 West Point Elementary Students will have an essay contest on the role of the Mayor. Point University will students will be the judges.

**Executive Session to discuss personnel**

Councilmember Joseph R. Downs III made a motion to go into Executive Session to discuss personnel. Councilmember Sandra Thornton seconded the motion; during the discussion Councilmember Benjamin F. Wilcox asked if the meeting could be put off until another date in order to allow Councilmember Gerald W. Ledbetter to attend. Mayor

Tramell stated the motion was on the floor and had been seconded, after discussion the motion on the floor **passed on a 4-1 vote Benjamin F. Wilcox voted no.**

**ADJOURN**

Councilmember Sandra Thornton a motion to adjourn. The motion was seconded by Councilmember Gloria R. Marshall; **passed unanimously.**

There being no further business the meeting was adjourned