

CITY OF MCINTYRE

Minutes

December 5, 2023

5:30 p.m.

City of McIntyre Meeting Room

The City of McIntyre regular meeting was held on December 5, 2023 with Mayor Vicki Horne presiding. Council Members present were Mayor Pro-Tem Rico Myrick, Katherine Scott, and Eugene Moore. John Carswell and Debra Kennedy were absent.

Others in attendance: City Clerk Davonia Riddle, Chief Wayne Amerson, City Attorney David McRee, and Wilkinson Library committee

The meeting was called to order at 5:30 by Mayor Vicki Horne. Prayer was led by Eugene Moore.

Approval of Meetings

Motion made by Mayor Pro-Tem Myrick to approve the November 7th council meeting, Seconded by Council Member Katherine Scott. Motion carried.

Motion made by Council Member Katherine Scott to approve the November 14th called council meeting, Seconded by Mayor Pro-Tem Rico Myrick. Motion carried.

Motion made by Council Member Katherine Scott to approve the November 21st called council meeting, Seconded by Mayor Pro-Tem Rico Myrick. Motion carried.

Donna Asbell-Wilkinson County Library

Mrs. Donna Asbell said she appreciated the city letting them come before them tonight. She passed out paperwork to council to review. She stated the first sheet was the library, but it had changed a little to reflect some costs. The library and salary are \$30,480.00 and taxes \$2,500.00. The insurance which is something that is pending and is not something she currently have. She said they were not able to add last year's amount because they were under funded. She hopes they will be able to add it this year rather than have to take it out of the budget. This will put their employee's cost at \$37,480.00. She listed off other expenses; Power \$3,000.00, Gas \$1,800.00, Internet and Phone \$540.00, Utilities \$5,340, Cleaning \$1,900.00, Lawn Care \$2,700, Summer Reading \$2,000.00, and Postage / Supplies \$100.00. Mrs. Asbell stated that the county was unaware that the library was a county building until earlier in 2022. They will take care of all the maintenance costs for the library. Mrs. Asbell said that does help some. The other amount is \$6,700.00 for a total of \$49,520.00. Mrs. Asbell went over the revenue sources; Wilkinson County Commissioners has approved \$25,000.00 for the library that is up from \$20,000.00 prior years and have also taken over the cost of maintenance. She said the library is requesting \$12,000 from McIntyre. City of Irwinton has approved \$7,300.00. Recreation Department has approved \$2,000.00, Commissioner approved for the Recreation Department. City of Toombsboro is still

outstanding and the library is requesting \$3,220. If all the requests are met, that will make the \$49,520.00 budget and would balance their account. She said the library will still be under \$50,000.00 and the biggest change is the library wanting to add an insurance policy from MGRC. The county nor the city have been able to add to their budget to keep it up. She said the library did get a pretty good deal with the regional library and it will not make her a regional library employee, but it will allow her to have insurance. She asked council if they have any questions. Mayor Horne said she received a phone call that a classroom was being used in the library and she wanted Mrs. Asbell to explain. Mrs. Asbell said there is two sides to the library, the children section and the other sections (circulation desk and adult books). She said the library checked with the regional library to see if it was appropriate. She said it was not appropriate to use all but the local library work with local schools or Boys and Girls Club when they need it. Happy Hollow was working on some of the construction on their new building. They used it during times when it was not being used by the general public. She said it cost the library absolutely nothing. She said they did use it for several months. She asked Mayor Horne if that answer her question? Mayor Horne said she wished that person would have called the library instead of calling her. Mrs. Asbell said she had a couple of people call her regarding that matter so they may have called her. She said they wanted to know how a private business can be used as a public facility, such as a classroom. Mayor Horne said she does not have an answer, maybe the person contacted her because the city helped with the cost, is why they called her. Mayor Horne said she just wanted to get some clarification. Mayor Pro-Tem asked if the county was taking over repairs and maintenance? Mrs. Asbell said that is the agreement, but she will be honest, they have been waiting on windows since April. She said she would not say that it has been a smooth transition but that is the plan. Mayor Pro-Tem asked if they would take care of the Lawn Care and Mrs. Asbell said no. Mayor Horne stated the county received ARPA funds and why they did not give more of a donation? Mrs. Asbell said they went to the ARPA meeting and that was when the regional commissioners were deciding what you could or could not do. Mrs. Asbell said the library asked for a pavilion because it was during COVID and they were not able to do that. She asked to be included in the multipurpose building for possible storage and there was not enough space. Why the county did not come forward with the ARPA funds, it was in the plan but not in the final cut. Mayor Horne asked if they still have money left and Mrs. Asbell stated, not money going to the library. Mayor Horne said she can only speak for McIntyre and the city is running a tight budget. She said she does not have a vote but knows the city is running a tight budget. Mrs. Asbell said she appreciates all of that but when you are running a library for less than \$50,000.00, you totally know about running a tight budget. Mrs. Asbell said what she really wanted to do was answer any questions council had so nobody would be wondering about anything. She said Toombsboro is the last entity because their budget is like McIntyre. She said what she would like is MOA with each city so they would not have to go through this every year. She said she knows it is difficult on the city and definitely difficult on the volunteers. She said that the library tries to be transparent and answer all the questions. Mayor Horne said it is her personal opinion that the county can take on a bigger part. Mrs. Asbell said she cannot say she disagree but right now the county is at \$27,000.00 and she do not see that changing and going up this year. Maybe next year, she said as their cost increases, they will go to the cities. Mrs. Asbell said the county increased theirs and Gordan by \$5,000.00, which is very helpful. Mrs. Asbell said the way the system works, Gordan must be fully funded as well. For both libraries to receive books and other items from the state level, both must be funded. She said in Monticello, they have problems in that county and did not have one library funded and they cut funding from all. They had to go and get that one library funded because every library has to be fully funded. She said they was pleased when the county recognized Gordon also. Ms. Joyce Martin asked council if they only approved \$5,000.00 for the library? Mayor Horne said we have not allocated anything yet, that is in the budget. Mayor Horne said the city is still working on their budget. Mrs. Asbell said if anything come up as the city is working on the budget, please feel free to reach out she will come in and answer any questions. Mayor Horne asked council if they have any

questions. No one had any questions. Mayor Horne thanked Mrs. Asbell and the library committee for coming.

McIntyre Personnel Changes

Mayor Horne asked City Clerk Davonia to explain the personnel changes. City Clerk Davonia told council it should be in their package. She said one of the changes is regarding time working on the holiday. She asked council if they would like for the employees to continue to receive comp time for working or receive time in a half? The other questions she brought before council is years back, council would have the employees come in for a half day before the Thanksgiving and Christmas holidays. She asked council if they wanted to continue paying the employees for a half day or the employees use their comp time. Council Member Katherine Scott wanted the City Clerk to explain it to her some more. City Clerk Davonia explained that the employees work half a day on day before Thanksgiving break, the city normally pay the employees for the other 4 hours. She said that it is paid and does not come from your sick time or vacation time. With the changes you will either have to work all day or take your available comp/vacation time. Council Member Katherine Scott said you will be using your annual time and City Clerk Davonia said basically, yes. Council Member Katherine Scott said if you do not have time or do not want to use time, you will have to stay at work. Mayor Horne asked council if they had any questions, and if anyone wanted to make a motion? She goes on to say, we will need to contact MGRC to make the changes to the personnel manual and let the employees know. **Mayor Pro-Tem Myrick made a motion that council go with the changes that the employees will have to use PTO time for the day before Thanksgiving and Christmas holidays, seconded by Council Member Eugene Moore. Motion carried.** Mayor Horne stated that we need to make the changes and let the employees know of the changes. Council Member Eugene Moore asked about working on the holidays. Mayor Horne said that is another discussion. She asked council how they would like to do it? Council Member Katherine Scott asked if they work on holidays, they will get time in a half for the holiday. Mayor Horne said a water line burst on holiday and they had to come in. Council Member Eugene Moore asked if they would get the holiday pay and time in a half? City Clerk Davonia said in the city personnel manual, it states that they only supposed to get comp time. City Clerk Davonia informed council that they need to decide if they want comp time or continue to get time in a half. Council Member Eugene Moore said they will get time in a half plus holiday pay for working on the holidays. Council Member Eugene Moore asked is it for the time that they are here or the whole day? City Clerk Davonia stated that for the past holidays, the employees were there all day. Mayor Pro-Tem stated if the employee worked, they should get paid, he would not want to work and not get paid. Mayor Horne asked if the holidays could be carried over? Mayor Horne asked City Attorney David what council could do in this situation? City Attorney David said right now the policy states, if they come in on holidays, they can get another day off. He said what City Clerk Davonia is saying, just pay them time in a half when they come. If they work two hours pay them two hours, time in half and they will get the rest of the day off. He told council that is okay for them, if that is what they want to do. Council Member Eugene Moore made a motion to pay employees time in half for working on the holidays. Mayor Horne said she need some clarification. She asked is it time in half for the whole day or for the hours that the employee worked. **Council Member Eugene made a motion the employee get time in half for the hours they worked, Seconded by Mayor Pro-Tem Myrick. Motion carried.**

Council Member Eugene Moore asked would any calls be four hours? Mayor Horne said it should be that because you have to stop what you are doing and come in. She said that need to be taken into consideration. City Attorney David said if that is what you want, you can make a motion. **Council Member Eugene Moore made a motion any call out be a minimum four hours pay all the time, Seconded by Mayor Pro-Tem Myrick. Motion carried.**

Norfolk Southern

Mayor Horne stated that this was discussed at the last meeting. She needs a motion to allow her to sign off on the paperwork. **Council Member Katherine Scott made a motion for Mayor Horne to sign the lease agreement for Norfolk Southern, Seconded by Council Member Eugene Moore. Motion Carried.**

January 2nd, 2023, Meeting Rescheduled

Mayor Horne asked for a motion to move the next council meeting to January 9th. Council Member Katherine Scott made a motion to move the January meeting to January 9th at 5:30, Seconded by Mayor Pro-Tem Myrick. Motion carried.

Mayor Horne said the city have been getting bills from the different contractors for the sewer project. She said she signed off on an invoice for \$706,000.00. She told council they are starting to pay the contractors and bring more pipes in the area. Mayor Horne said she talked with City Attorney David, and he said she have the right and a call meeting is not necessary, but she like to inform council. City Attorney David said a question came up in an earlier meeting about a blanket authorization for Mayor Horne to sign documents and he stated he told council you could not do that. He said he would suggest that council authorize Mayor Horne to sign off on invoices that supervising engineer firm has asked her to sign. If RINDT asked her to sign off on a document to pay the contractor, she would have the authority to sign. Then she can tell council at the next meeting. Mayor Horne said she will try to have City Clerk Davonia send an email or text out so that everyone will know because she wants to be transparent. **Motion made by Council Member Katherine Scott that Mayor Horne have the authority to sign off on invoice regarding the sewer project from the engineer, seconded by Mayor Pro-Tem Myrick. Motion carried.** Mayor Horne told council just know you will be getting an email. Council Member Eugene Moore asked if the loan has to be spent first? Mayor Horne said she think the money is coming from the ARPA funds. City Clerk Davonia told Mayor Horne the funds are coming from GEFA. City Clerk Davonia said she sent an email and put the paperwork in council's packages. City Attorney said yes, Greg Boike sent this, and council needs approval for Mayor Horne to sign the document. It is a request for a wavier of the city match. Mayor Horne said she needs a better understanding. City Attorney David said it is a grant program and the city has been fortunate enough to be a recipient of the funding. He said it is some type of match involved and Greg Boike wrote up a letter to send and the city has met the qualifications to get the match. Council Member Katherine Scott asked if that mean the city does not have to pay the match? City Attorney David said in the letter it states the city meet the qualifications for them to approve a wavier of the match but it is still up to them to approve. The first step is sending them the letter asking them for approval. Mayor Horne asked if Mayor Pro-Tem can sign off on some of these documents? City Attorney David said yes if Mayor Horne is unavailable. Mayor Horne asked for a motion. **Council Member Katherine Scott made a motion for Mayor Horne to sign the document regarding the match, Seconded by Council Member Eugene Moore. Motion Carried.**

Amend 2022 Budget

Mayor Horne asked City Clerk Davonia to go explain the reason for amending the budget. City Clerk Davonia stated that the city received an increase and she had to make adjustments so the revenue and expense would balance. **Motion made by Katherine Scott to amend the 2022 budget, Seconded by Mayor Pro-Tem Rico Myrick. Motion carried.**

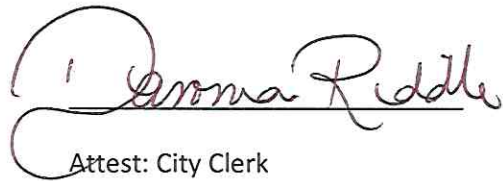
2023 Proposed Budget 2nd Reading

Council Member Eugene Moore said there is a couple of projects that need to be done on the water side. He said some electrical work on the tanks and roof repairs. Also, tank maintenance cleaning it out and painting. Mayor Horne asked did Council Member Eugene Moore know the amount it will cost? He said no because it was done years ago, and the price is different.

With there being no further business, Motion made by Council Member Katherine Scott, Seconded by Mayor Pro-Tem Rico Myrick, to adjourn. Motion Carried. Meeting adjourned at 6:20 pm.

A handwritten signature in dark ink, appearing to read "Vicki Horne", written over a horizontal line.

Mayor Vicki Horne

A handwritten signature in dark ink, appearing to read "Donna Riddle", written over a horizontal line.

Attest: City Clerk