

Approved by the City Council February 7, 2023

City of Young Harris

Organizational City Council Meeting

January 3, 2023

The Young Harris City Council met Tuesday, January 3, 2023 at 7:00 PM for the Yearly Organizational Meeting. Those present for the meeting were the Mayor: Andrea Gibby; City Attorney: Marvin Harkins; City Council Members: Matt Miller, Terry Ingram, Steve Clark, Donald Keys, and John Kelley; City Clerk: Nicolette Wade; Finance Officer: Ana Hess, Economic Development Director, Denise McKay; Brittany Holbrooks of the Towns County Herald; Michael Courey and Gordy Jones of the Towns County Civic Association; and Bo Wright, Vice President of Finance and Operations at Young Harris College.

Call to Order: Mayor Gibby called the meeting to order at 7:01 PM, welcomed everyone to the meeting and wished all a Happy New Year. She stated that there was a quorum present which included all Council Members. She asked them to look over the Agenda.

Agenda: John Kelley made a motion to approve the Agenda as presented, seconded by Donald Keys and approved unanimously. A copy of the Agenda is attached and incorporated herein by reference.

Approval of Minutes of Regular Monthly Meeting – December 6, 2022 – 7:00 PM: Mayor Gibby said there was an error on page 3. The approved bid amount for Federal EC included in the Minutes on page 3 was written as 36,500 but the correct amount is \$36,700. John Kelley made a motion to approve the Minutes with the aforementioned correction, seconded by Donald Keys and approved unanimously. A copy of the corrected Minutes is attached and incorporated herein by reference.

Financial Report – Ana Hess: Ana reported that everything is running as it should. Some of the reports on page 20 and 26 will look a little rough because of adjustments that the auditor required be made. They were reversals from prior years. Next month she will have the year-end numbers. There was a discussion about why the adjustments were made at this time because it makes the revenues look less than they are. Mayor Gibby explained that the adjustments made were just for accounting purposes and did not affect our cash amounts. Ana said there were some balances that were carried over from two or three years ago that should not have been and the reversing entries were the only way this could be done. Ana said that moving forward we should be fine since the corrections have been made. There will be some adjustments regarding sewer expenses and LOST revenues on the 2023 budget so the budget will have to be amended. Steve Clark made a motion to approve the Financial Report as presented, seconded by Matt Miller and approved unanimously. A copy of the Financial Report is attached and incorporated herein by reference.

Organizational Requirements:

Appointment of Mayor Pro-Tem: John Kelley made a motion to appoint Matt Miller as Mayor Pro Tem, seconded by Donald Keys and approved unanimously.

Current Committees are the following:

Water/Sewer Committee: John Kelley, Steve Clark, Terry Ingram

Administrative Committee: All Council Members

Tree Board/Street Committee: Terry Ingram, Donald Keys, Matt Miller

Planning Commission Liaison: Steve Clark, John Kelley as backup

Library Board: Shirley Miller

Ethics Commission: Shirley Miller and Clint Hobbs

John Kelley made a motion to appoint Council Members to the same committees as they were on in 2022, seconded by Matt Miller and approved unanimously.

Superintendent of Elections: Nicolette Wade

2022 Qualification Fees: Set Qualification Fees at \$72 for Council Members and \$252 for the Mayor for 2022.

Matt Miller made a motion to appoint Nicolette Wade as Superintendent of Elections and set the qualifying fees at \$72 for City Council Members and \$252 for Mayor, seconded by John Kelley and approved unanimously.

Engineer Reports:

Timberline Booster Pump: Steve Clark reported that the engineers got comments back from the EPD in late November which they addressed before Christmas. They are still waiting on EPD approval. They are supposed to talk later this week and start working on a schedule of bid items.

Mayor Gibby said the design portion has been completed and we still haven't gotten a final bill but the next portion money wise is the construction phase.

Sewer Line Rehabilitation: Steve said we are waiting on the contractor's schedule and will probably start by March when the weather is what it needs to be. The contractor will coordinate with Dean.

Mueller Water Meters: Dean Stanley reported they have been receiving meters in. They received 84 and have changed out 50. We have to get 34 antennas in. In response to Steve's questions regarding getting warranty meters Dean explained it is a complicated process which they are trying to correct.

Business License 2023 Renewal Applications Approval: The Council received a list of Business License Renewals in their packet. These were businesses that had returned their Business License Applications by December 30. The list is attached and incorporated herein by reference. Donald Keys made a motion to approve 19 Business License Renewals and one Alcohol License, seconded by Matt Miller and approved unanimously.

First Reading of the Ordinance to Provide Employee Health Insurance: Included in the Council Packet was a draft of an Ordinance establishing health insurance, a copy of which is attached and incorporated herein by reference. Attorney Harkins explained Georgia Municipal Association requires an Ordinance to enroll in their health insurance program. He is waiting on a declarations page with all the information we need to enroll in the program. The insurance would be effective March 1. Steve asked if the cost is approximately the same as the Health Reimbursement Arrangement that was previously in effect and Attorney Harkins said "yes". The second reading of the Ordinance will be in February 2023.

2023 Calendar Adjustments to City Council Meeting: Matt Miller made a motion to change the July Council Meeting from July 4 to July 11 and to change the September Council Meeting from September 5 to September 12. Matt Miller made a motion to approve the above mentioned date changes, seconded by John Kelley and approved unanimously. A copy of the 2023 calendar is attached and incorporated herein by reference.

John Kelley made a motion to change the time of the Regular Monthly Council Meeting from 7:00 PM to 6:30 PM the first Tuesday of every month, seconded by Terry Ingram and approved unanimously.

Bids for Bank Services: Mayor Gibby told the Council that they needed to have a discussion regarding new bids for banks to see if we can get better rates. Matt Miller suggested that we contact the banks based on the last bid and see if we can renegotiate and get adjusted rates. Mayor Gibby said we would draft a letter to the banks asking to renegotiate.

Water/Maintenance Report: Dean Stanley reported that the City received from the CDC – US Department of Healing and Health Services an award for our water system for outstanding quality of water fluoridation for 12 consecutive months.

Mayor Gibby thanked our City Workers because we did not have as many issues during the extreme cold that other systems had. They were up until 1:00 AM on Christmas Night looking to solve problems. Dean did a marvelous job as Supervisor and Dillan and Franklin did an excellent job in correcting the water loss situation. Dean asked Bo Wright to make sure that the College irrigation had been shut off because it was the cause of so much water loss.

Economic Development: Denise McKay reported the opening of the Wing House today.

Attorney’s Report: Attorney Harkins stated that he would not be able to attend the February meeting due to surgery his wife is having but will be reachable by phone.

Closed Session: Matt Miller made a motion to go into Closed Session to discuss personnel issues, seconded by Donald Keys and approved unanimously. While in Closed Session the Council authorized the Mayor to sign an affidavit stating that the only issues discussed were personnel matters. A copy of the affidavit is attached and incorporated herein by reference. Terry Ingram made a motion to go back into Open Session, seconded by Donald Keys and approved unanimously.

Open Session: Steve Clark made a motion to hire a full time Main Street Director, seconded by John Kelley and approved unanimously.

Adjournment: Steve Clark made a motion to adjourn the meeting, seconded by John Kelley and approved unanimously.

Date: _____

Andrea Gibby, Mayor

Attest: _____
Nicolette Wade, City Clerk

