

**CITY OF CLEVELAND
CITY COUNCIL MEETING
DECEMBER 13, 2021
MINUTES**

CITY COUNCIL MEETING

The City Council Meeting of the Mayor and Council of the City of Cleveland was called to order by Mayor Josh Turner at 6:30 p.m.

COUNCIL MEMBERS PRESENT: Nan Bowen and Rebecca Yardley. Kevin Stanley and Bradley Greene were absent.

APPROVAL OF AGENDA

On motion by Nan Bowen, seconded by Rebecca Yardley and carried unanimously, the Mayor and Council approved the revised agenda with the additions of Resolution 2021-25 amendment to the 2020/2021 budget and the approval of the 2022-2023 workers compensation insurance policy.

CHIEF RICKY PRUITT – FIRE DEPARTMENT

Chief Ricky Pruitt, Fire Department, submitted the department statistics for November 2021.

The department responded to 99 calls, 40 within the city limits and 59 in the county. The department logged 4 fire related calls; 63 rescue and medical calls which include auto accidents; 1 hazardous condition with no fire; 9 service calls; 19 good intent calls; and 3 false alarm/false calls.

Chief Pruitt continues to work with the grant writer and should have an application submitted this week.

CHIEF JEFF SHOEMAKER – POLICE DEPARTMENT

Chief Jeff Shoemaker, Police Department, submitted the department statistics for November 2021.

The department reported 2316 activities for the month.

Community Oriented & Proactive: Public Assist – 389; Premises Check – 907; Field Interview - 15
Reporting: Incident Report – 61; Accident Report – 40; Investigative/Supplemental – 78; Administrative Duties - 577

Actions taken: Citations – 74; Warnings – 156; Warrants – 19; Juvenile - 0

Citation breakdown: 5 - misdemeanor/non-traffic; 5 – DUI, alcohol and serious offenses; 11 – driver’s license, registration and insurance violations; 42 – moving violations, traffic control, etc.; 11 – equipment , seatbelt, etc.

Chief Shoemaker added the department logged 11,000 miles in police vehicles. This includes commute mileage.

Chief Shoemaker thanked the Cleveland Fire Department, White County Fire and Sheriff’s Office and Cleveland Public Works for their assistance during the Christmas parade. All agencies were in place to make sure the parade was safe due to recent events in other states. The department contained a potential incident but there were no other encounters during the parade.

GRANT KEENE – CITY ATTORNEY

Grant Keene, City Attorney, did not have new business to report.

TOM O'BRYANT – CITY ADMINISTRATOR

1. 2021-25 Resolution to amend 2020/2021 budget Hotel/Motel revenues and expenditures
 - a. The audit for the city budget Fiscal Year 2020/2021 is near completion. Representatives from Walker, Pierce and Tuck will attend a city council meeting in January to present the audit finding.
 - b. However, it is necessary to amend the budget to reflect the true revenues and expenditures in the City's budget.
 - c. The Hotel/Motel expenditures exceeded the budget. This is due to a revenue amount that was exceeded than what was budgeted.
 - d. The auditor recommends amending the FY 2020/2021 budget to increase the Hotel/Motel tax revenue by \$7,500 and the Hotel/Motel tax expenditures by \$7,500.
 - e. Staff recommends that the city council adopt Resolution 2021-25 to address the budget amendments recommended by the auditor.

On motion by Rebecca Yardley, seconded by Nan Bowen and carried unanimously, the Mayor and Council voted to approve Resolution 2021-25 and amend the 2020/2021 Budget to reflect the true expenditures and revenues of the Hotel/Motel Fund and increase said fund by \$7500.00.

2. 2022-2023 APEX/KEY RISK Workers Compensation Insurance proposal
 - a. Norton (Mountain) Insurance provides the workers compensation policy for the City. Norton researches to find the best price and services for the city. The current policy the city holds is set to expire December 31, 2021. Norton has provided a quote for the 2022 Workers Compensation Insurance Renewal from Key Risk/Apex.
 - b. The quote for the new year for worker's compensation and liability is \$89,148. This year's quote is approximately 22.9% higher than the 2020 cost of the insurance, which was \$72,546.
 - c. The cost increase is due to the increase in claims for 2021 and then the increase for the highest rated classifications.
 - d. The policy for worker's compensation is budgeted for each department based on the payroll, so there is sufficient funding to cover the increased cost of the policy.
 - e. It is recommended that City Council approve the quote to renew the worker's compensation and liability policy with Key Risk/Apex in the amount of \$89,148.

Rebecca Yardley asked how many claims the city had in the past year. Mr. O'Bryant explained claims are reported in what was paid and the range reported is \$7000 up to \$24,000 to settle a claim.

On motion by Nan Bowen, seconded by Rebecca Yardley and carried unanimously, the Mayor and Council approved the 2022-2023 APEX/KEY RISK insurance proposal in the amount of \$89,148.00.

TOM O'BRYANT – CITY ADMINISTRATOR

3. Public works statistics – Mr. O'Bryant presented the stats for public works for November 2021. The department recorded 150 activities above and beyond normal work duties. The council asked about "snowbird" being reported. The utility department provides those that do not want to close their account while they are away the option of having the meter locked and billing stopped until their return. The customer must be on snowbird for no less than three months.
4. Finance report – Mr. O'Bryant presented the city's finances.

General Fund revenues & expenditures FY2022 Approved Budget \$3,850,650
November Revenues \$415,002 Expenditures \$380,406
YTD Revenues \$1,620,934 (42%) Expenditures \$1,542,666 (40%)

| General Fund Highlighted Receipts | November | YTD |
|--|-----------|-----------|
| Property Tax | \$0.00 | \$62,680 |
| MV & TAVT | \$8,671 | \$38,717 |
| General Sales (LOST) | \$123,987 | \$610,931 |
| Franchise | \$ 6,440 | \$11,497 |
| Alcohol | \$ 16,742 | \$85,990 |
| Institutional and Occupation | \$ 12,220 | \$25,075 |
| Licenses and Permits | \$ 20,299 | \$ 66,041 |
| Intergovernmental Revenues | \$2,493 | \$ 13,711 |
| Charges for Services/Fines | \$ 32,543 | \$186,000 |
| Miscellaneous Revenues | \$25 | \$7,371 |
| Water and Sewer Revenue | | |
| Water Revenue and Fees | \$88,157 | \$436,072 |
| Sewer Revenue and Fees | \$93,370 | \$460,439 |
| Interest and Miscellaneous | \$15,062 | \$18,246 |

SPLOST

| | | | |
|----------------|-----------|----------------|-----------|
| July 2020 | \$63,892 | May 2021 | \$105,753 |
| August 2020 | \$69,623 | June 2021 | \$112,915 |
| September 2020 | \$115,156 | July 2021 | \$123,244 |
| October 2020 | \$65,006 | August 2021 | \$132,240 |
| November 2020 | \$70,068 | September 2021 | \$116,575 |
| December 2020 | \$109,800 | October 2021 | \$110,060 |
| January 2021 | \$99,725 | November 2021 | \$122,749 |
| February 2021 | \$89,162 | | |
| March 2021 | \$85,731 | | |
| April 2021 | \$89,637 | | |

TOM O'BRYANT – continued

Finance report – continued

General Fund expenditures

| | November | YTD |
|-------------------|-----------|-----------------|
| Administration | \$ 66,939 | \$343,112 (36%) |
| City Shop | \$ 7,619 | \$ 36,478 (40%) |
| Police Department | \$198,155 | \$752,126 (45%) |
| Fire Department | \$ 55,605 | \$186,363 (38%) |
| City Court | \$ 13,379 | \$ 61,211 (42%) |
| Street Department | \$7,570 | \$ 28,324 (20%) |
| Sanitation | \$ 30,618 | \$132,555 (40%) |
| City Park | \$417 | \$2,494 (6%) |

Water/Sewer Fund Expenditures

| | November | YTD | |
|---------------------------|-----------|-----------|-------|
| Water Department Expenses | \$108,812 | \$647,105 | (38%) |
| Sewer Department Expenses | \$ 63,833 | \$343,983 | (32%) |
| Utility Department Total | \$172,645 | \$991,088 | (36%) |

Total Expenditures

| November | YTD | |
|-------------------------|-------------|-------|
| \$553,578 | \$2,544,478 | (38%) |
| YTD SPLOST Expenditures | \$506,445 | |

NEW BUSINESS

1. Public comments – there were no public comments

OLD BUSINESS

1. The minutes of November 1 and November 8, 2021 were signed.

EXECUTIVE SESSION

On motion by Rebecca Yardley, seconded by Nan Bowen and carried unanimously, the Mayor and Council voted to enter into an executive session to discuss personnel issues at 6:53 p.m.

RETURN TO CITY COUNCIL MEETING

On motion by Rebecca Yardley, seconded by Nan Bowen and carried unanimously, the Mayor and Council voted to return to the city council meeting at 7:15 p.m. Mr. O'Bryant invited those that stayed back to the meeting. No further business was discussed.

ADJOURNMENT

On motion by Rebecca Yardley, seconded by Nan Bowen, and carried unanimously, the Mayor and Council voted to adjourn the City Council Meeting of December 13, 2021 at 7:16 p.m.

Josh Turner
Josh Turner Mayor

ABSENT
Kevin Stanley Council Member
Ward 3

Nan Bowen
Nan Bowen Council Member
Ward 1
Mayor Pro Tem

ABSENT
Bradley Greene Council Member
Ward 4

Rebecca Yardley
Rebecca Yardley Council Member
Ward 2

ATTEST: Connie Tracas
Connie Tracas City Clerk

