

# *Village of Folsom*

## *Mayor - Bettye M. Boggs*

*Alderwoman - Paulette Lee*  
*Alderwoman - Jill Mathies*  
*Alderman - Lance Willie*



*Andree Core - Municipal Clerk*  
*Ronnie "Beau" Killingsworth -*  
*Chief of Police*  
*Delbert G. Talley - Village Attorney*

### **General Meeting**

**7:00 p.m.**  
**May 9, 2016**

**Present: Mayor Bettye M. Boggs**  
**Alderwoman Paulette Lee**  
**Alderman Lance Willie**  
**Alderwoman Jill Mathies**  
**Attorney Delbert Talley**  
**Municipal Clerk, Andree Core**

Mayor Boggs called the meeting to order and the municipal clerk established a quorum. Mayor Boggs led the invocation and the pledge of allegiance.

Approval of Agenda – Alderman Willie made a motion to approve the agenda. It was seconded by Alderwoman Mathies and the motion carried. (3 yeas; 0 nays)

Approval of Financial Statements – There was a motion to approve the April financial statements by Alderwoman Mathies, seconded by Alderman Willie and the motion carried. (3 yeas; 0 nays) Mayor Boggs commented on the increase in several funds and that our sales tax for the month was significantly higher from previous months. Alderwoman Mathies stated that some areas that are extremely over budget and Mayor Boggs agreed.

Approval of Minutes – Alderwoman Mathies stated that she had requested changes to be made to the minutes. Mrs. Core confirmed the changes were completed and distributed a copy of the corrections for review. A motion was made by Alderman Willie to approve the minutes, seconded by Alderwoman Mathies with changes and the motion carried. (3 yeas; 0 nays)

### **Old Business**

Item #1 – Ordinance – Ethics Policy. Mayor Boggs informed that the Ethics Policy was not advertised so it would not be voted on tonight. She informed that we will advertise it and present at the next meeting.

Item #2 – Ordinance - Safety Plan. Mayor Boggs read the Safety Plan Ordinance. She informed this is the introduction for this ordinance.

Item #3 – Ordinance – Flextime/ Exempt Position – Village Clerk. Mayor Boggs informed the board this has been on the table for a number of months and asked for a motion to approve this ordinance. Alderwoman Lee asked Mr. Talley if he received her email requesting two different ordinances, one dealing with flextime and the other the exempt status of the position. Mr. Talley replied he received the one in which she said she did not want to use the words exempt or non exempt. He said he checked on that and referred to 5 CFR 5 51 202.

A discussion followed and Mr. Talley advised the board that you must classify an employee as exempt when the agency correctly determines that the employee meets the requirements of one or more of the exemptions of this subpart. He indicated that you have to classify your employees as exempt or non-exempt. Mr. Talley said to answer the question, you cannot leave the word exempt or non exempt out of the ordinance.

Alderwoman Lee stated she has been doing some research and wants to table this item unless he has two different ordinances to present. Mayor Boggs asked if she had anything to present which is contradictory to what was just presented. A discussion followed.

Mayor Boggs informed that we are getting ready to go into our annual audit. She said the municipal clerk is receiving flextime and that she will continue to pay her flextime. She stated if we have an audit finding regarding not having this policy in place then all this documentation of attempts to put this in place will be presented. Alderwoman Mathies replied she does not see why we cannot do a flextime ordinance since the debate is over the exempt status. Mr. Talley replied he has given them this information over and over in writing and in meetings. He stated you cannot have flextime unless you classify the employee as exempt. Alderwoman Lee made a motion to table it indefinitely, seconded by Alderwoman Mathies and the motion carried. (2 yeas; 1 nays)

Item #4 – Ordinance – Credit Card Policy. Mayor Boggs announced the next item was the credit card policy and Alderwoman Mathies said she did not receive a copy of it. Mayor Boggs stated everyone was emailed a copy. Mr. Talley informed them after the corrections were made it was emailed to them. A discussion followed and a hard copy was provided Alderwoman Mathies. After waiting for review of the hard copy, Mayor Boggs indicated that rather than take up more time reviewing this that they needed to move forward. A discussion followed.

Mayor Boggs indicated it will be resent and repeated that this was sent via email prior to this meeting. Mr. Mark Beard suggested requesting a read receipt for all emails sent to the board. Alderman Willie said he wanted to get this finished and asked what needed to be done. Alderwoman Mathies replied she thought we all agreed to not exempt the gas credit cards. Mayor Boggs stated this is not exempting the gas credit cards and is only exempting them from being under lock and key. She stated we have discussed this month after month and this is so the police and maintenance departments do not have to sign out a gas card in order to use them.

Mr. Talley read the ordinance and said the only issue is regarding putting a limit on the fuel cards. He asked if they were going to put the limit on them or not was the only issue that has not be resolved. Alderwoman Mathies stated all cards will be included with a limit. A discussion followed and Mr. Talley stated he does not know why they did not get it but he has documentation his secretary emailed them.

Alderman Willie stated that rather than waiting until next month and tabling it again that they state exactly what they want on it in the minutes now. A discussion followed and Alderman Willie stated the only thing that is exempt is the gas cards being signed out of a daily basis. A discussion followed.

Alderman Willie asked if we can do this now and that he does not see a problem. Mayor Boggs stated the fuel cards are paid in full every month and they are available for review anytime. A discussion followed. Alderman Willie asked to make the changes to include all credit cards. Mr. Talley informed that it can be done but will have to be republished.

Alderwoman Lee stated her concerns with who will be the direct holder and issuer of these cards. She referred to the LMA guidelines that the municipal clerk should be the only one who secures the credit card under lock and Mayor Boggs confirmed that is how it is currently handled. Mayor Boggs stated the card she is concerned about is the Visa because it is in her name as Capital One will not issued a municipal credit card unless it is tied to an actual person. Alderwoman Lee suggested tabling it another month. A discussion follow and Alderman Willie suggested passing the ordinance before the annual audit. The motion to table the ordinance was seconded by Alderwoman Mathies and the motion carried. (3 yeas, 0 nays)

Item #5 – Municode. Alderwoman Mathies presented the information for Municode that was discussed in the previous meeting. Alderman Willie agreed that we need this and would like to budget for this item. Alderwoman Mathies indicated she has met with the village CPA and she agreed that we can do it. A discussion followed. Alderwoman Mathies said she would like to go ahead and include the first half price (\$6000) in our upcoming budget. Alderman Willie agreed for them to proceed to include this in the budget. Mayor Boggs asked consideration for the exclusion of Chapter 18 (*Planning and Zoning*) due to the strong ordinance that we have at this time. Alderwoman Mathies indicated Chapter 18 and mapping would be excluded. A discussion followed. The Talley agreed that it was a excellent idea but his concern that after their work is completed there would be a problem in passing the ordinances. Alderwoman Mathies asked for the board to agree to move forward and to budget for this item. Mayor Boggs said we will include this in the upcoming budget.

Item #6 – Building Inspection Fees. Mayor Boggs stated that the village does not make any money on building inspection fees. An introduction of an ordinance to increase the building inspection fees by \$25.00 per inspection was presented to compensate the village for the amount of clerical time and effort handling the inspection fees. Alderwoman Lee suggested that we raise our inspection fees from \$75.00 to \$100.00 to account for administrative time of our office clerks. Mr. Talley informed they will need to waive notification tonight in order for us to hold a public hearing next month since the law requires everyone to receive a hard copy. She asked for approval to introduce an ordinance increasing the fees by \$25. The written receipt was waived by

the board in order to hold a public hearing next month. Mayor Boggs asked the board to give additional consideration into raising other rates that have been in place for a long period of time. She will present building fees and remodeling fees from other municipalities for their review.

## **New Business**

Item #1 – Recommendation of P & Z Commissioner. Mayor Boggs stated we had a recommendation for a Planning and Zoning Commissioner but unfortunately that person cannot serve. She informed the board that she will bring a recommendation to the next meeting.

Item #2 – Utility Adjustments. Mayor Boggs presented the utility adjustment for Kathy Manton on Lee Settlement Road. Mayor Boggs informed this is a meter roll over and due to that the numbers were lost. When the estimation was done, it was a considerable higher bill due to a water leak the customer had this year. We are asking for an adjustment of \$32 and the customer's bill will be \$30.47. Alderman Willie made a motion to approve the adjustment, seconded by Alderwoman Lee and the motion carried. (*3 yeas; 0 nays*)

Item #3 – Engineer Report. Mayor Boggs introduced Spangler Engineering to address our current sewer system problems. Mr. Spangler gave a long and informative presentation on all the problems the village has regarding our sewer system. He provided the statistics and indicated the sewer fund has been operating in the red over a period of several years. The main solution to the problem is to increase the sewer rates in the near future. He presented many ideas and information on how we can do what is best for the entire community. Spangler informed that we have been working with the village for years and have major problems that must be addressed. He stated we are looking at a 2.5 million dollar repair. The village approached USDA and we do not qualify for loans due to our low sewer rates. A discussion followed. Mayor Boggs asked what kind of agreement is needed from us and it was indicated the main thing we need to do is apply to USDA. The mayor can execute the agreement tonight and the board will have to agree to it. A discussion followed. Mayor Boggs stated that she will contact the board and with written consensus she will get in touch with Spangler regarding this project.

Item #4 – Recycling Program. Mayor Boggs stated we have some problems with our recycling program as items are being dropped off in the area of the recycling bins. She informed the board that we were locking the bins at night and on the weekends. However, we have stopped locking them and it appears the problem is resolving itself. Alderman Willie stated he was concerned with the type of garbage being dumped and it is not recycling items. A discussion was held. Alderwoman Lee asked when the contract ended and Mrs. Core informed the contract was for six months and was up in one month. Alderwoman Lee said she was excited that we started this program but did not want the clerks to deal with these problems. She felt we should cancel it if we cannot come up with a simple solution.

Alderman Willie suggested we build a fence to hide the cans so people are not able to see them. Alderwoman Mathies informed she does not think that will solve the problem and they would probably drop bags outside the fence. A discussion followed. Alderman Willie stated he would come to town hall this week and get with Scott on hiding the cans. Mayor Boggs said she

would keep everyone posted through the month. A discussion followed with several ideas and suggestions. Mayor Boggs said she would talk to Team Waste for ideas to solve this problem.

**Announcements:**

Mayor Boggs announced that Annedelle subdivision has now received all electronic meters. She said according to the maintenance department the next subdivisions will include Village Trace, Village Farms, Keenland, and Marley Loop. Mr. Beard asked for his meter to be re-directed before they replace his meter and Mayor Boggs asked him to talk to Scott Roth about his specific needs.

Alderman Willie congratulated Alderwoman Mathies for the idea of movie night and announced the first one was a huge success. He said they had around 200 people for the event behind town hall. He was pleased with such a great turn out and felt that everyone enjoyed themselves. He announced the next movie night will be on Saturday, June 18<sup>th</sup>, 2016. He plans to get with some local business owners to sponsor this event. Alderwoman Mathies informed there was a movie suggestion box and they will be picking the next movie soon based on this input from our citizens.

Mr. Beard announced that the new senior center is located between the Dollar Store and Daquiri Shop. He would like for everyone 60 years or older to please come check it out and talk with the site manager between nine and eleven o'clock. He announced they play bingo and meals are served around 11:30. Mayor Boggs asked him for some flyers, and Mr. Ken Wilt volunteered to put a flyer together for him if needed.

Alderman Willie announced he has received complaints from citizens in his subdivision regarding the ditch in front of his house. He needs Scott Roth to come fix this problem before the road washes away. Mayor Boggs said we can look into using the street and drainage fund for this because Keenland Place is located in that district.

Adjournment: There was a motion to adjourn the meeting by Alderman Willie, seconded by Alderwoman Mathies and the motion carried. (3 yeas; 0 nays)

*Respectfully submitted,*

*Bettye M. Boggs, Mayor*

*I attest that the above is a true and correct copy of the minutes taken at the General Meeting held at Town Hall on May 9, 2016.*

*Attest:*

*Andree Core, Municipal Clerk*