**Council Minutes**

**Regular Meeting**

**December 5, 2017**

A regular meeting of the Millen City Council was held December 5, 2017 at 6:00 PM in the Council Chambers at City Hall. Present were Council members Darrel Clifton, Ed Fuller, Robin Scott, and Walter Thomas. Also present were City Manager Jeff Brantley and City Attorney Hubert Reeves. Mayor King Rocker arrived at 6:09 PM and council member Regina Coney arrived at 6:21 PM.

**Call to Order**

Mayor Pro-Tem Clifton called the meeting to order at 6:02 PM.

**Invocation**

City Attorney Hubert Reeves gave the invocation.

1. **Consent Agenda**

**Approval of the following minutes**

1. **Minutes from the November 7, 2017 regular meeting.**
2. **Minutes from the November 21, 2017 called meeting.**

Council member Thomas made a motion, seconded by council member Fuller to approved the minutes from November 7, 2017 regular meeting and the November 21, 2017 called meeting. The motion carried by unanimous vote with council members Thomas, Fuller, Clifton and Scott voting yea. Mayor Rocker and council member Coney had not arrived by the time of the vote.

1. **Art Johnson – Annual update and review of Main Street Millen Program**

Ms. Johnson presented to Mayor and Council a list of all the events sponsored by the Main Street Program for 2017. She reviewed other accomplishments the program had during the year. She gave credit to the over 30 volunteers, along with civic, school and church groups that help with the program. The Main Street Millen received National Main Street Accreditation for 2017, making this fifteen consecutive years.

1. **Audit Report briefing by Mrs. Patricia Hunter of Reddick, Riggs, and Hunter CPA’s.**

Ms. Patricia Hunter, City Auditor, briefed Mayor and Council on the findings for the 2017 Audit. She explained the financial condition of the City and the ending balances the City had for FY2017. Handouts of the audit were given to each member including the City Manager and City Attorney.

1. **Vote to Approve Employee Christmas Party for December 15, 2017.**

Council member Coney made a motion, seconded by council member Clifton to approve the City Employee Christmas Party for Friday December 15, 2017 at noon with a budget of $800.00 to be paid from the employee Coke Fund. The motion carried by unanimous vote.

1. **Vote to Approve Employee Christmas Bonus. (Recommend same as last year, $60 with < 1 year service, $160 with > 1 year service plus additional $5/year for every year over 7 years and $50 for part time)**

Council member Fuller made a motion, seconded by Council member Coney to approve the bonus as recommended. The motion carried by unanimous vote.

1. **Approve First Amendment to Water Tower Attachment Communication Site Agreement**.

Council member Thomas made a motion, seconded by council member Scott to approve the First Amendment to the Water Tower Attachment Communication Site Agreement. The motion carried by unanimous vote.

1. **Approve to move the January 2, 2018 regular council meeting to January 9, 2018**.

Council member Clifton made a motion, seconded by council member Coney to move the regular January meeting to the second Tuesday of the month, January 9, 2018. The motion carried by unanimous vote.

1. **Approve an O & M Contract with Radiance Solar LLC for the 3 City owned solar arrays.**

Council member Clifton made a motion, seconded by council member Fuller to approve the 3 year term for an O&M Contract with Radiance Solar, LLC, taking advantage of the 10% discount. Once the completed contract is prepared and reviewed by the City Attorney it should be brought back to Mayor and Council for final approval. The motion carried by unanimous vote.

1. **City Manager Report**
2. **Financials**

City Manager Brantley reviewed the November financials with Mayor and Council. He discussed the late property tax billing had the City about $48000 behind last years collections at the end of November. He also gave an update on SPLOST 6 collections since inception. He answered questions about property and casualty insurance claims from council.

1. **City health screening set for December 13th**

City Manager Brantley informed Mayor and Council that the Health Insurance Bio Metric Screening would be held at City Hall December 13, 2017 from 7:00am to 11:00 am. All City health insurance participants had been assigned times.

1. **2016 CDBG Update**

City Manager Brantley notified Mayor and council that all of the open bury portion of the project is complete. The project is on schedule to complete in early January.

1. **Mayor’s Report**

 Nothing to report

1. **City Attorney’s Report**

City Attorney Reeves stated that Election Superintendent Burke requested he swear in the newly elected council members, Regina Coney, Ed Fuller and Walter Thomas in December instead of waiting until the January meeting.

All newly elected council members were sworn in for their next 4 year term which begins January 1, 2018

1. **Executive Session – if needed**

No executive session was needed.

1. **Adjournment**

There being no further business Mayor Pro-Tem adjourned the meeting at 7:24P.M.

**Approved by Mayor and Council: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mayor’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Attest by City Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**