

BUSINESS MINUTES

November 24

2014

The Riverdale Mayor and City Council met on Monday, November 24 2014 at 7:00PM for the purpose of conducting a regular business session. The meeting was held in the Courtroom Chambers on the 1st floor at Riverdale City Hall, located at 7200 Church Street, Riverdale, GA 30274.

City of Riverdale Mayor & Council Meeting

MAYOR

Dr. Evelyn Wynn-Dixon

CITY COUNCIL

Cynthia Stamps-Jones, Ward 1

An'cel Davis, Ward 2

Wanda Wallace, Ward 3

Kenneth Ruffin, Ward 4

CITY MANAGER

E. Scott Wood

CITY CLERK

Sherry D. Henderson

ASSISTANT CITY MANAGERS

Camilla Moore

Nathaniel Mingo

CITY ATTORNEY

L'Erin F. Barnes





**CITY OF RIVERDALE
MAYOR AND COUNCIL MEETING
MONDAY, NOVEMBER 24, 2014
BUSINESS MINUTES**

CALL TO ORDER/WELCOME:

Meeting was called to order at 7:05PM

ROLL CALL:

All members of the governing body were present at the meeting.
Sherry D. Henderson, City Clerk declared a quorum.

Attendee Name	Title	Status
Evelyn Wynn Dixon	Mayor, At-Large	Present
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	Present
An'cel Davis	Council Member, Ward 2 Mayor Pro-Tem	Present
Wanda Wallace	Council Member, Ward 3	Present
Kenneth Ruffin	Council Member, Ward 4	Present

INVOCATION/PLEDGE OF ALLEGIANCE:

Invocation & Pledge were led by Pastor Riley, Lakewin Christian Center.

OFFICER IN ARMS TO READ RULES OF CONDUCT:

Rules of Conduct read by Sgt. Wilburn.

APPROVAL OF AGENDA WITH ANY ADDITIONS/DELETIONS:

The following amendments were made to the agenda:

Addition(s): An Executive Session was added.

Deletion(s): None.

Tabled: None.

Postponed: None.

MOTION: Council Member Wanda Wallace moved to approve the Agenda, with the addition of an Executive Session. Council Member An'cel Davis moved to second the motion. **The measure was APPROVED by a vote of 4/0.**

Attendee Name	Title	VOTE
Evelyn Wynn Dixon	Mayor, At-Large	
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	YEA
An'cel Davis	Council Member, Ward 2 Mayor Pro-Tem	YEA
Wanda Wallace	Council Member, Ward 3	YEA
Kenneth Ruffin	Council Member, Ward 4	YEA

PRESENTATION(S): (10 minute limit)

❖ **Presentation on “Toys for Tots” Holiday Campaign. Presented by Firefighter Patrick Gutierrez, Riverdale Fire Services.**

This is the City of Riverdale’s 3rd year participating in the “Toys For Tots” Holiday Program. In total we’ve had \$2,065 in donations and mostly from city members. 1,511 toys were donated, 163 families were provided for and 385 children had Christmas the past two years

Donations will be accepted until December 22, 2014 at various location drop boxes around the city – to include:

- Riverdale Fire Station 1 & 2
- Human Resource Dept. – 971 Wilson Road
- City Hall Annex - 6690 Church Street
- Dispatch
- Riverdale Centre – 7210 Church Street
- Riverdale City Hall – 7200 Church Street
- Dollar General - 6620 Hwy 85
- Big Lots – 7055 GA Hwy 85
- Hot Embers Smoke Shop
- Walgreens – 6665 Hwy 85
- Library – 420 Valley Hill Road

The toys will be distributed to families on December 23, 2014 at the Riverdale Centre

Mayor and Council commended Firefighter Patrick Gutierrez for his service and commitment to the “Toys For Tots” program and helping families in need during the Holiday Season. It was mentioned to offer assistance to the families that were recently displaced in the Emerald Point Apartment Complex Fire and Quail Fire.

CONSENT AGENDA:

Adoption of the November 10, 2014 Mayor & Council Meeting Minutes.

MOTION: Council Member Kenny Ruffin moved to approve the consent agenda. Council Member Wanda Wallace moved to second the motion. **The measure was APPROVED by a vote of 4/0.**

Attendee Name	Title	VOTE
Evelyn Wynn Dixon	Mayor, At-Large	
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	YEA
An’cel Davis	Council Member, Ward 2 Mayor Pro-Tem	YEA
Wanda Wallace	Council Member, Ward 3	YEA
Kenneth Ruffin	Council Member, Ward 4	YEA

PUBLIC COMMENT (5 minute limit): See Blue Card for Rules of Participation.

Jessie Goree 6648 Meadowlark Drive, Riverdale, GA 404-626-2436

Jessie Goree spoke in support of the proposed Lakewin Christian Center Charter School. She stated she has an obligation to speak on behalf of the students in Clayton County, regarding their education. Pastor Riley presented the plans for the Charter School to the Clayton County Board of Education. However, Ms. Goree offered a letter of support and advised Pastor Riley to present their plans to the State Charter School Commission, where they were eventually approved. Ms. Goree thanked the Riverdale Fire Services for their dedicated efforts with the “Toys For Tots” Holiday Program.

RESOLUTION(S):

RESOLUTION NO. 96-11-2014 TO ADOPT THE CIVIL SERVICE BOARD MANUAL.

A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL TO ADOPT THE CIVIL SERVICE BOARD MANUAL; TO PROVIDE FOR SEVERABILITY; TO REPEAL ALL OTHER CONFLICTING MANUALS OR POLICES; TO PROVIDE FOR AN EFFECTIVE DATE.

Presented by L’Erin F. Barnes, City Attorney

MOTION: Council Member Wanda Wallace moved to approve the measure. Council Member An’cel Davis moved to second the motion. **The measure was APPROVED by a vote of 4/0.**

Attendee Name	Title	VOTE
Evelyn Wynn Dixon	Mayor, At-Large	
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	YEA
An’cel Davis	Council Member, Ward 2 Mayor Pro-Tem	YEA
Wanda Wallace	Council Member, Ward 3	YEA
Kenneth Ruffin	Council Member, Ward 4	YEA

RESOLUTION NO. 97-11-2014 TO ADOPT THE INTERNAL GRIEVANCE POLICY.

A RESOLUTION OF THE CITY OF RIVERDALE’S MAYOR AND COUNCIL TO ADOPT THE INTERNAL GRIEVANCE POLICY; TO PROVIDE FOR SEVERABILITY; TO REPEAL ALL OTHER CONFLICTING MANUALS OR POLICIES; TO PROVIDE FOR AN EFFECTIVE DATE.

Presented by L’Erin F. Barnes, City Attorney

MOTION: Council Member Wanda Wallace moved to approve the measure. Council Member An’cel Davis moved to second the motion. **The measure was APPROVED by a vote of 4/0.**

Attendee Name	Title	VOTE
Evelyn Wynn Dixon	Mayor, At-Large	
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	YEA
An’cel Davis	Council Member, Ward 2 Mayor Pro-Tem	YEA
Wanda Wallace	Council Member, Ward 3	YEA
Kenneth Ruffin	Council Member, Ward 4	YEA

RESOLUTION NO. 98-11-2014 TO REPEAL ASSISTANT CITY MANAGER POSITION AND RE-CREATE THE ASSISTANT CITY MANAGER POSITION.

A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL AUTHORIZING THE REPEAL OF RESOLUTION NOS. 54-05-2014, 59-06-2014, 60-06-2014, 61-06-2014 AND 63-06-2014; TO RECREATE THE POSITION OF AN ASSISTANT CITY MANAGER; TO PROVIDE FOR A JOB DESCRIPTION OF THE ASSISTANT CITY MANAGER POSITION; TO FIX A SALARY FOR THE ASSISTANT CITY MANAGER POSITION; TO ADD POSITION TO THE CITY OF RIVERDALE PAY AND CLASSIFICATION PLAN AND ORGANIZATIONAL CHART; TO PROVIDE FOR SEVERABILITY; TO REPEAL ALL CONFLICTING RESOLUTIONS; TO PROVIDE FOR AN EFFECTIVE DATE.

Presented by L'Erin F. Barnes, City Attorney

For clarification, Council Member Stamps Jones posed a question regarding the two (2) Assistant City Managers that were already in place, prior to the City Manager appointment (7/28/2014). Ms. Stamps Jones wanted to know what would happen to the current ACM's with this new proposed resolution.

City Attorney Barnes stated they would remain the Assistant City Managers, if it is the desire of the City Manager. However, if the City Manager wanted to replace them, he could.

Council Member Stamps-Jones was not comfortable with the lack of job security this represents for the current Assistant City Managers. She recommended Mayor & Council discuss this item in further detail before making a definitive decision. Council Member Stamps-Jones requested the Board discuss at the upcoming Mayor & Council Retreat (tentatively scheduled Jan. 2015) for open discussion on the ACM position(s) and Job Descriptions. It is not Council Member Stamps Jones intent to make a rash decision and possible make a mistake. She requested the Board to further discuss this item, and thoroughly review the ACM Job Descriptions, at the upcoming Council Retreat.

Council member Davis agreed with Council member Stamps Jones, to allow the Board further discussion at Council Retreat to make an informed decision together.

Council Member Wallace stated she only want the Board to act according to the Charter. We need to make sure we are compliant with the City Charter. She indicated Job Descriptions were provided to the City Manager and she feels we are on the right track.

Council Member Ruffin stated the two personnel (ACM's) would not lose their jobs. They would remain Department Heads, even without the Assistant City Manager responsibilities. He added all members of the Board were not involved in the initial creation of the ACM positions. He stated the City Manager should have input on who his Assistant City Managers are.

Mayor Dixon added she does not have any issues with the 2 personnel (ACM's). Her concern is the process was followed according to the Charter.

MOTION: Council Member Wanda Wallace moved to approve the measure. No one moved to second. **The measure died on the floor due to lack of second.**

Attendee Name	Title	Measure Died on the Floor, Due to lack of Second.
Evelyn Wynn Dixon	Mayor, At-Large	
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	
An'cel Davis	Council Member, Ward 2 Mayor Pro-Tem	
Wanda Wallace	Council Member, Ward 3	
Kenneth Ruffin	Council Member, Ward 4	

RESOLUTION NO. 99-11-2014 TO REPEAL SECOND ASSISTANT CITY MANAGER POSITION AND RE-CREATE THE SECOND ASSISTANT CITY MANAGER POSITION.

A RESOLUTION OF THE CITY OF RIVERDALE MAYOR AND CITY COUNCIL AUTHORIZING THE REPEAL OF RESOLUTION NOS. 54-05-2014, 59-06-2014, 60-06-2014, 61-06-2014 AND 63-06-2014; TO RECREATE THE POSITION OF A SECOND ASSISTANT CITY MANAGER; TO PROVIDE FOR A JOB DESCRIPTION OF THE SECOND ASSISTANT CITY MANAGER POSITION; TO FIX A SALARY FOR THE SECOND ASSISTANT CITY MANAGER POSITION; TO ADD THE SECOND ASSISTANT CITY MANAGER POSITION TO THE CITY OF RIVERDALE PAY AND CLASSIFICATION PLAN AND ORGANIZATIONAL CHART; TO PROVIDE FOR SEVERABILITY; TO REPEAL ALL CONFLICTING RESOLUTIONS; TO PROVIDE FOR AN EFFECTIVE DATE.

Presented by L'Erin F. Barnes, City Attorney

MOTION: Council Member Kenny Ruffin moved to approve the measure. No one moved to second. **The measure died on the floor due to lack of second.**

Attendee Name	Title	Died on the floor due to lack of second.
Evelyn Wynn Dixon	Mayor, At-Large	
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	
An'cel Davis	Council Member, Ward 2 Mayor Pro-Tem	
Wanda Wallace	Council Member, Ward 3	
Kenneth Ruffin	Council Member, Ward 4	

For the Record, The City Clerk declared this measure died on the floor, due to lack of second.

During the convened meeting, Council Member Ruffin requested to amend his motion to include the following:

“To repeal Resolution Nos. 54-05-2014, 59-06-2014, 60-06-2014, 61-06-2014, and 63-06-2014 and not re-create the Second Assistant Manager position”

City Attorney instructed the Governing Body, the Board will need to adopt the motion amendment, vote on the amended motion, and vote on the amended language for the measure. After further discussion, it was declared if a portion of Resolution No. 99-11-2014 (Second Assistant City Manager) was not accepted, it would affect Resolution No. 98-11-2014 (Assistant City Manager)

Council Member Davis stated according to Robert Rules of Order, An amendment to a motion needs to be in writing.

It was confirmed the amendment does not have to be in writing. However, the Board can request the Council Member to put it in writing for clarity.

In order to reconsider an item, the Board will need to vote by majority, whether they wish to reconsider an item. City Attorney explained, in this case there is nothing to reconsider because the measure died.

Mayor Dixon motioned to table Resolution No. 99-11-2014; Council Member Davis offered a second. Council member Ruffin withdrew his request to amend his motion for Res. 99-11-2014. Council Member Davis withdrew his second motion to table.

By Consensus, Resolution No. 99-11-2014 was tabled until Dec. 8, 2014 Mayor & Council Meeting.

RESOLUTION NO. 100-11-2014 TO ADOPT HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT POLICY (HIPPA).

A RESOLUTION OF THE CITY OF RIVERDALE'S MAYOR AND COUNCIL TO ADOPT THE HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT POLICY; TO PROVIDE FOR SEVERABILITY; TO REPEAL ALL OTHER CONFLICTING MANUALS OR POLICIES; TO PROVIDE FOR AN EFFECTIVE DATE.

Presented by L'Erin F. Barnes, City Attorney.

MOTION: Council Member Wanda Wallace moved to approve the measure. Council Member An'cel Davis moved to second the motion. **The measure was APPROVED by a vote of 4/0.**

Attendee Name	Title	VOTE
Evelyn Wynn Dixon	Mayor, At-Large	
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	YEA
An'cel Davis	Council Member, Ward 2 Mayor Pro-Tem	YEA
Wanda Wallace	Council Member, Ward 3	YEA
Kenneth Ruffin	Council Member, Ward 4	YEA

ORDINANCE(S):

ORDINANCE NO. 09-2014 AN ORDINANCE TO AMEND CHAPTER 54, SECTION 54-1, TO CREATE A HUMAN RESOURCES ACT.

AN ORDINANCE OF THE CITY OF RIVERDALE'S MAYOR AND COUNCIL AMENDING CHAPTER 54 SECTION 54-1; TO CREATE A HUMAN RESOURCES ACT; TO ADDRESS THE CITY'S MERIT SYSTEM AND AT-WILL EMPLOYMENT FOR POSITIONS FILLED AFTER JUNE 26, 2014; TO PROVIDE FOR SEVERABILITY; TO REPEAL ANY CONFLICTING ORDINANCES; TO PROVIDE FOR AN EFFECTIVE DATE.

Presented by L'Erin F. Barnes, City Attorney.

MOTION: Council Member Wanda Wallace moved to approve the measure. Council Member An'cel Davis moved to second the motion. **The measure was APPROVED by a vote of 4/0.**

Attendee Name	Title	VOTE
Evelyn Wynn Dixon	Mayor, At-Large	
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	YEA
An'cel Davis	Council Member, Ward 2 Mayor Pro-Tem	YEA
Wanda Wallace	Council Member, Ward 3	YEA
Kenneth Ruffin	Council Member, Ward 4	YEA

PUBLIC HEARING(S)

PETITION NO. 2014Z-0001 (ZONING) LAKEWIN CHRISTIAN CENTER CHARTER SCHOOL.

Petitioner, Harry J. Riley, request to allow Lakewin Christian Center to rezone their property located at 812, 828, 856 King Road from R-4 Single-Family Residential and 6487, 6479, 6473 Church Street from C-2 General Commercial to O-1 Office Institutional for the construction of a public charter school.

Presented by Camilla Moore, Asst. City Mgr./Director of Planning & Zoning.

Spoke in Favor: Jessie Goree, Clayton County Board of Education
 State Representative Glanton
 The entire room in attendance stood up and clapped in support

Spoke Against: There were none

Mayor Dixon closed the floor.

Questions from the Board. There were none.

MOTION: Council Member Wanda Wallace moved to approve the measure. Council Member An’cel Davis moved to second the motion. **The measure was APPROVED by a vote of 4/0.**

Attendee Name	Title	VOTE
Evelyn Wynn Dixon	Mayor, At-Large	
Cynthia Stamps Jones	Council Member, Ward 1 Parliamentarian	YEA
An’cel Davis	Council Member, Ward 2 Mayor Pro-Tem	YEA
Wanda Wallace	Council Member, Ward 3	YEA
Kenneth Ruffin	Council Member, Ward 4	YEA

UPDATE FROM CLERK’S OFFICE:

MAYOR AND COUNCIL COMMENT(S):

Council Member Cynthia Stamps-Jones, Ward 1

Council Member Stamps-Jones thanked everyone for coming out tonight.

Council Member An’cel Davis, Ward 2

Council Member Davis thanked everyone for attending the meeting.

Council Member Wanda Wallace, Ward 3

Council Member Wallace Thanked everyone for attending tonight’s meeting.

Council Member Kenny Ruffin, Ward 4

Council Member Ruffin thanked everyone for their time.

Mayor Evelyn Wynn-Dixon, At-Large

Mayor Dixon thanked everyone for attending Council Meeting. She conveyed she recently met with a MARTA representative, a MARTA “Park & Ride” will be designated at the Riverdale Centre. She acknowledged State Representative Glanton and asked him to offer remarks. Rep. Glanton congratulated the Governing Body and city on the great things that are happening in Riverdale.

RECESS INTO EXECUTIVE SESSION TO DISCUSS A LEGAL MATTER:

With no further business to come before the board, Council Member Wallace moved to recess into Executive Session; second offered by Council Member An’cel Davis. The time was 8:37PM.

RECONVENE INTO BUSINESS SESSION:

Council Member Wallace moved to reconvene into Business Session; second offered by Council Member An’cel Davis. The time was 9:28PM.

ADJOURNMENT: Council Member Wanda Wallace moved to approve; second offered by Council Member An'cel Davis and with a unanimous vote of 4/0, the meeting adjourned 9:28PM