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AGENDA
PRE COUNCIL MEETING
OF THE PERRY CITY COUNCIL
January 16, 2018
5:00 P.M.

1. Call to Order: Mayor James E. Faircloth, Jr.
2. Roll.
3. Items of Review/Discussion: Mayor James E. Faircloth, Jr.
 - 3a. Discussion of January 16, 2018 council meeting agenda.
 - 3b. Discussion of proposed job classifications – Mr. L. Gilmour.
 - 3c. Discussion relative to stacked coffins – Mr. L. Gilmour.
 - 3d. Review of County’s response to proposed intergovernmental agreement- Mr. L. Gilmour.
 - 3e. Consider use of Special Events Coordinator for Peaches to Beaches event – Mr. L. Gilmour.
 - 3f. Follow up relative to appointments on Perry Main Street Advisory Board - Mr. L. Gilmour.
4. Council Member Items:
5. Department Head Items:
6. Adjourn.



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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager *LG*
DATE: January 9, 2018
REFERENCE: Proposed Job Classifications

A primary aspect of the City's career track process is the opportunity for an employee to advance based on skills acquired, related education and length of service. The career track system affects all employees covered in the City personnel management system.

The Administration recommends the below career track additions to the Department of Public Works career tracks.

Supervisor II

Four (4) years as a supervisor in the department or six (6) years of comparable experience outside the City and successful completion of the Certificate of Local Government Management or similar program with prior approval.

Senior Supervisor

Four (4) years as a Supervisor II in the department or eight (8) years comparable experience outside the City, and successful completion of the National Certificate of Public Works Management program or similar program with prior approval.

If approved, the career track for supervisors in the Department of Public Works would be:

Division Supervisor I	\$45,800 - \$69,000
Division Supervisor II	52,500 - 73,000
Senior Division Supervisor	68,200 - 81,000



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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager ^{LG}
DATE: January 8, 2018
RE: Stacked Coffins

Attached is a copy of Mr. Draper Watson's January 4, 2018 request and the City's 2010 cemetery policy. Please advise what course of action you desire at your January 16, 2018 pre-council meeting.

WATSON-HUNT FUNERAL HOME

P.O. Box 52 • 1208 Main Street • Perry, GA 31069

Draper Watson

January 4, 2017

(478) 987-2423

Fax (478) 987-8601

The Honorable Mayor Jimmy Faircloth
City Manager Lee Gilmour
Perry City Hall
Perry, GA 31069

Dear Sirs,

It has been brought to our attention that provisions regarding "stacked coffins" in city owned cemeteries were put into place several years ago. While we respect and honor the policies set forth, we are asking for your approval on two exceptions to this particular policy where extenuating circumstances are sited, as listed herein.

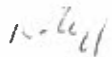
On or about Friday, January 20, 2017, Watson Vault Company opened the grave space at Evergreen Cemetery for Joanne Wells, decedent, supervised by City of Perry employee David Gaines. At the time, Mr. Gaines was advised that Mrs. Wells would be interred at approximately eight feet below the surface of the earth, leaving room for her husband to be interred in a casket in the same space at the time of his death. Mr. Gaines never mentioned the policy regarding stacked coffins. We are asking that an exception to the policy be approved, so that Mrs. Wells' remains will be undisturbed and her husband's casketed, vaulted remains will be stacked atop Mrs. Wells' at the time of his death.

Additionally, on or about Tuesday, December 12, 2017, Watson Vault Company opened the grave space at Woodlawn Cemetery for Richard Hudson, decedent, supervised by City of Perry employee Charlie Brown, Jr. At the time, Mr. Brown was advised that Mr. Hudson would be interred at approximately eight feet below the surface of the earth, leaving room for his wife to be interred in a casket in the same space at the time of her death. Mr. Brown never mentioned the policy regarding stacked coffins. Again, we are asking for an exception to the "stacked coffins" policy, so that Mr. Hudson's remains will be undisturbed and his wife's casketed, vaulted remains will be stacked atop Mr. Hudson's at the time of her death.

As the owner of Perry Memorial Gardens, I definitely understand the need for policies and their enforcement. However, I do also understand that, at times, exceptions to guidelines are needed and allowed. At PMG, whenever a family wants to inter one casketed, vaulted remains and one cremated remains in the same grave space, we charge them for one and one-half the cost of a cemetery space. This might be something the city would like to consider in the future.

I will await an answer to our requests with much appreciation for your time and consideration.

Sincerely,


Draper Watson



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A RESOLUTION TO
AMEND THE CITY OF
PERRY CEMETERIES POLICIES
TO RESTRICT NUMBER OF
BURIALS IN A GRAVE SPACE

WHEREAS, historically a single burial grave space in a City cemetery was used for one (1) person; and

WHEREAS, unlimited burials in one (1) grave space can cause data confusion, health problems and maintenance issues;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PERRY HEREBY RESOLVES that the City's cemeteries policies be amended by adding the following:

Burial Policy for One Cemetery Grave Space:

1. Each cemetery grave space shall be limited to no more than one (1) adult coffin remains. An adult is defined as anyone over the age of two (2) years at date of time of death.
2. No stacking of coffin remains shall be allowed.
3. Upon written request of the owner no more than two (2) baby remains defined as under two (2) years of age at date of death shall be allowed to be buried in one (1) grave space.
4. In the event of cremated (urn) remains:
 - a. Only one cremated (urn) remains may be buried in one (1) grave space if that grave space at the time of burial contains one (1) coffin remains
 - b. No more than two (2) cremated (urn) remains may be buried in one (1) grave space. If the grave space contains two (2) cremated (urn) remains no other adult remains can be buried in the grave space.
 - c. If one (1) cremated (urn) remains is buried in the grave space only one (1) adult coffin remains can be buried in the grave space.
5. The owner of a grave space may erect an above ground structure to contain cremated (urn) remains. Such a structure may not exceed six (6) feet in height, be no wider than three (3) feet and no longer than four (4) feet measured from ground level and perimeter grave space limits.

6. The owner of a grave space in Evergreen Cemetery may provide for or install a monument, grave slab and foot marker. The owner of a grave space in Woodlawn Cemetery may provide for or install a monument and foot marker.
7. Questions on this policy shall be addressed to the City Manager or his/her designee.

This policy shall be effective upon adoption.

SO RESOLVED this 6th day of July, 2010.

CITY OF PERRY, GEORGIA

By: 
JAMES E. FAIRCLOTH, JR., MAYOR

Attest: 
LEE GILMOUR, CITY MANAGER

(CITY SEAL)



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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager *LG*
DATE: January 9, 2018
REFERENCE: Amending Agreement

Attached is a copy of the proposed agreement between the City and Houston County Board of Commissioners to provide water to an unincorporated area adjacent to the Woodlands subdivision. This agreement was reviewed by the County. It objects to part 4.

- a. It does not feel the County should have to provide a list of customers and maps.

Administration agrees and recommends removing language.

- b. It objects to the limit of four customers served.

Council established that number. It would need to adjust or eliminate. The Administration has no objection to removing the restriction number since the area to be served is outside the Perry service area.

AGREEMENT

This Agreement made and entered into this day 2017 by and between the Board of Commissioners of Houston County, hereinafter referred to as "County" and the City of Perry, Georgia, hereinafter referred to as "City":

WHEREAS, City owns water lines in close proximity to property developed into residential subdivisions located within unincorporated County; and

WHEREAS, state law has mandated a reduction of duplication of services by cities and counties within the State of Georgia; and

WHEREAS, the City is willing to sell water to the County in bulk form in order to provide water to County residents which will serve to eliminate duplication of services.

NOW THEREFORE, it is agreed between the Parties as follows:

1.

Existing County water customers served by City water lines will be County customers.

2.

The County will be responsible for providing the water supply, insuring the water quality by sampling and testing the water at the County's source and testing the water on the County side of the master meter.

3.

County will be responsible for maintenance of the water lines, reading the meters and billing for County customers within the unincorporated County.

4.

County will provide to City a list of customers and maps showing the location of said customers. Total number of said customers shall not exceed four (4).



January 4, 2018
Mr. Lee Gilmour
City Manager
City of Perry
PO Box 2030
Perry, GA 31069

Mr. Gilmour,

The Perry Area Convention and Visitors Bureau Authority would like to request that the City of Perry assume coordination and production of the annual Peaches to the Beaches event held in downtown Perry. With the newly created Special Events Coordinator position, we feel this is the perfect time for such a transition. The CVB staff has begun preparation for this year's event and is willing to assist the new coordinator in every way.

With the restrictions on how the tax dollars can be spent by the Convention and Visitors Bureau, this is an event we are unable to continue to produce. However, the event brings thousands of visitors to our hotels, restaurants, and businesses and is very important for the growth of our City.

The Perry Area Convention and Visitors Bureau Authority hopes to continue to see this event come to Perry and greatly appreciates your consideration of this request.

Sincerely,

Allison Hamsley
Executive Director
Perry Area Convention and Visitors Bureau