



## MINUTES

### REGULAR COUNCIL MEETING January 11, 2022, 6:30 PM

#### **REGULAR MEETING:**

**Call to Order:** The January 11, 2022, Regular Council Meeting was called to order by Mayor Keith Turman at 6:30 PM.

**Attendance:** Mayor Keith Turman, Mayor Pro-Tem Lee Strickland, Jason Phillips, David Pressley, Kenneth Roach, Wayne Braswell, Matt Fields, City Clerk Sharleen Ayers, and Deputy Clerk Tonya Allen.

**Approval of All Outstanding Minutes:** Wayne Braswell made a motion to approve the December 14, 2021, Regular Meeting Minutes, and January 4, 2022, Called Meeting Minutes. Motion was seconded by Jason Phillips; motion passed 6-0.

**Additions or Deletions to Agenda:** None

**Approval of Agenda:** Motion was made by Matt Fields to approve the agenda. Motion was seconded by Wayne Braswell; motion passed 6-0.

**Main Street Update – Michael Crump:** Will submit annual DDA assessment. Will meet with Kathy Papa next week to look at opportunity zone for 2023 and will submit annual opportunity. Working with Lavonia DDA to plan spring event and possibly partner with different chambers for community event. Plan, and host merchant meeting, date to be announced. Kelley Tamplin, with Old Corner Hardware Store is a month away to re-open. Next month will have updated calendar of events.

**Executive Session: Personnel** Motion was made by Wayne Braswell to go into Executive Session at 6:35pm. Motion was seconded by Kenneth Roach; motion passed 6-0. Motion was made by Kenneth Roach to close Executive Session at 7:33pm. Motion was seconded by Wayne Braswell; motion passed 6-0.

#### **New Business:**

##### **A. Consent Agenda for Re-Appointments: Mayor Turman:**

Mayor Keith Turman read the 2022 Appointments. See Attached: 2022 Appointments: Consent Agenda David Pressley made motion to approve the 2022 Appointments. Added Department Head for City Hall Administration to be Sharleen Ayers, Finance Officer/City Clerk. Motion was made by David Pressley. Motion was seconded by Matt Fields. Motion passed 6-0. Matt Fields made motion to appoint Lee Strickland as Mayor Pro Tem. Motion was seconded by Wayne Braswell; motion passed 6-0.

**B. Purchasing Policy Update: Sharleen Ayers:** City Clerk Sharleen Ayers stated that with the absence of a City Manager we need to increase the level the city requires for a Purchase Order. Currently, the policy for a Purchase Order is required for any purchases over \$500. She recommended that anything \$2000 or less would not require a Purchase Order with the exclusion of Water Department when they need purchase water chemicals. The city still requires approval for any purchases \$2000 - \$10,000 and anything over \$10,000 must have council vote. Mayor Keith Turman stated that the money is already in the budget, this will allow no delays. Kenneth Roach made a motion to accept the new Purchasing Procedure. Motion was seconded by Matt Fields; motion passed 6-0.

**C. Employee Handbook Update: Sharleen Ayers:**

City Clerk Sharleen Ayers stated that City Attorney Andrea Grant wanted to table until we get more information especially regarding covid/pandemic policy. City Attorney wants to review this a little closer. Mayor Keith Turman stated this will be tabled until next month's meeting.

**Other Business – City Update:**

Mayor Keith Turman asked that February regular council meeting be changed from February 8 to February 15, 2022, because both City Clerk and Deputy Clerk will be away at Clerk Training for that week.

**Adjourn:** Lee Strickland made a motion to adjourn; Larry Bowen seconded the motion; motion carried 6-0. Meeting adjourned at 7:14 PM.

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**Tonya Allen, Deputy Clerk**

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**Mayor Keith Turman**

**(SEAL)**

City of Royston 684 Franklin Springs Street, Royston, GA 30662.
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