CITY OF OGLETHORPE

OGLETHORPE CITY HALL

115 CHATHAM STREET

SPECIAL CALLED MEETING MINUTES

AUGUST 15, 2024 – 6:00PM

Council/Dept Heads in attendance: CM Moore, CM Mahone, CM Beckum, Accounting Jean Duncan

Not in attendance: CM Harrison, CM Woodard

1. Call to order by Mayor Daniels – 6:00PM

2. Discussion of 2023 Financial Audit – Herbert Allen – presented the completed audit for approval. Mayor Daniels questioned CDBG amount. Ms. Duncan – Advised that the entire CDBG amount does not get deposited into the City bank account. That invoices are approved and sent to the state, the state then deposits just the amount to pay the invoices to the City account, and then we pay the invoice to the vendor. This way will always be a wash. Page 55 shows the total amount we were approved for CDBG. Herbert Allen – The numbers balance as you can see on Page 6. Are there any questions? (none) Since there are no questions, I would like to take this report back and go over it one final time. If you can vote on it, I can send it to the state.

Motion made to approve the Annual 2023 Financial Audit as presented made by CM Moore, 2nd CM Mahone – AIF

CM Beckum – As I’ve just come on council in November, I just wanted to know if you could say that, since you started doing our audits... would you say generally that you have seen improvement with the City of Oglethorpe? Mr. Allen – Yes, when I came 4 or 5 years ago the debt with the IRS, it wasn’t even on the books. (per records, this was indeed reported on the 2018 audit – MJ) CM Moore – So for the camera (city youtube channel), you are stating that the City has improved financially ever y year over the last 5 years? Mr. Allen – I would say that is true. The city is in good shape.

Ms. Jean- What is the time frame you are looking at on getting this report updated? Mr. Allen – Friday of next week. We will go through it one more time and then come by to see you to go over.

Ms. Duncan – The things that I’ve noticed, do you want me to send those things to you? Mr. Allen – (couldn’t understand) Mayor Daniels – Are those the adjustments? Mr. Allen – yes. Ms. Duncan – Those haven’t been done. Mr. Allen – We don’t have those numbers all together yet, but what is there will be only a small amount. CM Moore – And we are going to adjust the cover letter, correct? Mr. Allen – yes. Mayor Daniels – If you don’t mind, can I see those adjustments when you’re done? Mr. Allen – yes.

3. Meeting with Council on Aging director Norman Graves in regards to lease/responsibilities – Welcome. CM Mahone – We as a new council have been reviewing the contract due to a recent visit at the Senior Citizen building. After touring the building, there are some things that came to our attention in regards to the building. According to the contract (section5 – Maintenance and Repairs on the building) the tenant shall keep the premises in good condition and shall pay all costs or expenses for permitting damage to the premises or landlord’s property located thereon if caused by the negligence of tenants or its agents, servants, or employees. At the end of the term of this Lease, tenant shall surrender the premises in good condition, ordinary wear and tear and loss or damage by fire and storm accepted. Tenant shall be responsible for grounds maintenance. So, I’m asking do you guys have something in place for repairs and maintenance of the building? Mr. Graves – I do now. I’ve let that get away from me. We do have someone new doing the grounds and maintenance.

CM Moore – The grounds are very important. We’ve noticed the building is in bad shape as well. There are rotted eaves, there’s a tree growing into the back door, there are panels on the interior of the building that are discolored, there’s an a/c unit, etc. CM Mahone – We’ve actually gone over and cut the grass (council) and cut down trees, etc. On the inside, there are some electrical issues. Only one light operating in the kitchen. The a/c unit has a leak which is causing the discoloring of the tiles. The kitchen area actually floods out with water. The plumbing in the restroom’s handicapped stall is inoperable. Mr. Graves – Have you got a list? CM Mahone – These items I have are just the top points, but I will be glad to share that with you. In regards to the contract, you are aware to Section 5 where you are responsible for those repairs and maintenance. Mr. Graves – A lot of stuff I didn’t know about. CM Moore – I know you all run multiple facilities, do you all not do a regular inspection? Especially dealing with the elderly. Do you not do a quarterly or annual inspection of the building that you are using for services? Is there a record for that? The council list alone is bad enough, but if you go in there – it is in horrendous shape. There’s even a bad smell. Some of the issues have been there probably 10 years or more. Mr. Graves – We’ve been in there. I guess I was blind to some of these things. I do apologize. CM Mahone – In Section 3, we leased this building to you guys for just $1 and we don’t like seeing it go down. The walls need painting, the carpet probably has mold due to the water leak from the a/c. This could have been fixed a lot sooner. Every room in the building has some type of leak going on. With just the items listed here, is there any kind of plan that you can put in place to get these things corrected? Mr. Graves – I can take your list back with me to discuss with the COA. I can’t sit here and tell you a plan now. CM Moore – We would like to have something in writing for a plan in the future to tackle these issues. This is not only about our building, but also about our senior citizens who come into the building. There’s concern for instance about the electrical problems. That is a major liability not only for us, but for you as well. This lease comes up on September 1st. Mayor Daniels – Yes. So, we would like to see a plan in place. CM Moore – A piece of paper signed by your board with some dates on it so that CM Mahone can follow up on and see that these items are being addressed. Especially the major issues. How long would it take you to go back to your board and get CM Mahone some type of timeline for repairs, etc.? Mr. Graves – Our next board meeting is September 16th. CM Moore – We would like to hold off on renewing the lease until after your meeting. Just contact CM Mahone and send him the plan before we renew. If we renew with no questions asked, this could be a danger to our organization as well as yours. And, also each one of us liability wise. CM Beckum – I remember there used to be a lady named Jean Head who was in charge over there and I was under the opinion that she was doing a pretty good job of supervising there. Who’s doing that now? Mr. Graves – Cassandra Wilder. CM Beckum – Sounds like to me that part of the problem is that someone looking after things should have been letting someone know. Mayor Daniels – I spoke with Ms. Wilder prior and she said that she had reached out to the Council on Aging and didn’t get a response. She said no one would come out. This could become a bad situation for all of us and before we sign, I would like to have it notated in the lease the plan to fix the items. The lease is only a $1 a year and it may have to go up to take care of maintenance issues, etc. CM Moore – After you have a plan in place, please have an open line of communication with CM Mahone so that he knows the work is getting done. CM Mahone – After your meeting on Sept. 16th, just have an agreement done in writing for making some of the repairs to the building. Then we will discuss renewing the contract. I would like to receive something back from you by the end of week of the 16th if possible. Mr. Graves – Yes, should be able to. CM Moore – I would also like to see in the lease contract the power for one annual inspection done by your people, but also one by the committee chair on our side. This would make sure things don’t go unattended. CM Mahone – Thank you for returning my call and I look forward to us taking care of these issues. (conversation ensued) The City of Oglethorpe has the only Senior Citizen center in the county.

Adjourn: Motion at 6:48PM made by CM Moore, 2nd CM Mahone, AIF