



Meeting Minutes - Final
Committee of the Whole

Thursday, July 16, 2020

6:00 PM

Smyrna Community Center - Magnolia Room

Smyrna Community Center Magnolia Room / 200 Village Green Circle SE
Parking and entrance to meeting on Powder Springs Street Side of Building
MASKS REQUIRED / TEMPERATURE WILL BE CHECKED

Roll Call

Present 6 - Councilmember Derek Norton, Councilmember Glenn Pickens,
Councilmember Austin Wagner, Councilmember Travis Lindley, Mayor pro
tem / Councilmember Tim Gould, and Councilmember Lewis Wheaton

Also Present 1 - Scott Cochran

Staff 16 - Roy Acree, Jennifer Bennett, Joe Bennett, Robert Harvey, Bo Jones, Brian
Marcos, Frank Martin, Penny Mocerri, Kevin Moore, Russell Martin, Heather
Peacon-Corn, Kristin Robinson, Landon O'Neal, Tammi Saddler Jones,
Carol Sicard, and Joey Staubes

1. Call to Order

Mayor Derek Norton called the July 16, 2020 meeting of the Committee of the Whole to
Order at 6:00PM.

2. New Business

*The meeting began with city Attorney Scott Cochran reviewing some of the additional
changes that have been made to the pending Non Discrimination Ordinance. He noted
that he has consulted with several of the knowledgeable people that were in
attendance at the recent Town Hall Meeting. The NDO is still a work in progress and
he will continue to make adjustments in the coming weeks. It is scheduled to be
reviewed at the July 30, 2020 Committee of the Whole Meeting.*

Some of the changes discussed were as follows:

- Gender Identity added*
- Homelessness added*
- Declaring civil rights*
- The consiliator serves at the pleasure of Mayor and Council and can be terminated*
- The consiliator is not a hearing officer*
- Religious rewrite*
- Exemption clause*
- Mediation changed to conference*
- Knocked out broad language for consiliator*
- Everyone given notice*
- Penalties to be revised*
- Keeping filing fee*
- Moving Clerk's Office to Court Services*

Mr. Cochran will continue to make changes and review those with Mayor and Council.

There is an upcoming meeting with Judge Phyllis Collins and City Solicitor Tim

Williams.

- A. [POL2020-04](#) Approval of Annual Leave Policy (LVE 1-0) Update increasing annual carry-over limit and authorize the Mayor and City Administrator to sign all related documents.
- B. [POL2020-05](#) Approval of Flex Time Policy (EMP 9-0) Update expanding flexible work arrangements to include telecommuting and authorize the Mayor and City Administrator to execute all related documents.
- C. [AGR2020-01](#) Approval of MetLife Insurance Company's 2021 Life and AD&D Insurance Renewal with no rate increase, with the stipulation that this product line will not be marketed by our broker at this time and authorize Mayor to execute related documents.
- D. [ORD2020-06](#) Continue discussion regarding Ordinance ORD2020-06, an amendment to the Code of Ordinances of the City of Smyrna, Georgia by adopting a new article 2, "Unlawful Discrimination" in Chapter 66, "Offenses and Miscellaneous Provisions" and for all other lawful purposes.

3. Review of the July 20, 2020 Mayor and Council Agenda

Agenda Review:

Mayor Norton reviewed items on the agenda where staff is present.

Public works items were reviewed with Assistant Public Works Director Bo Jones. New vehicles will be purchased and old vehicles are either sold on GovDeals or are repurposed for additional use.

Human Resources director Carol Sicard reviewed the items on the following items on the agenda:

*Flex Time / Remote Working Policy
Annual Leave Policy
MetLife Insurance
Open Positions*

The Flex Time policy will allow for remote working for employees, flexible working hours for non-exempt employees and the departments role in keeping departments properly staffed as well as Department Heads making the final decisions as to allowance of the use of this policy with staff.

The Annual Leave policy will allow for more hours to be rolled into the next calendar year but payout hours will remain the same.

City Administrator Tammi Saddler Jones responded that the City has been very successful in the Flex Time over the recent closings due to COVID. She remarked that departments understand the need for adequate staff and remote working staff have not missed any opportunities when working and responding to citizens and requests.

4. Other Business (as needed)

The current list of Open Positions was reviewed with Council and they gave consent to hire for the needed departments. Councilmember Wilkinson asked about the Lead Marshall position.

Councilmember Corkey Welch asked Finance Director Kristin Robinson about getting a financial report through June 2020. She stated she would provide that after the Auditors complete their Audit in the next few weeks.

City Administrator Jones spoke about re-instituting Hazard Pay for departments that was discontinued back on June 8, 2020. Additional departments were considered, however Council would like to remain with the original list of departments as previously paid.

She also discussed the funding from Cobb County from CARES Act monies received and the process and expectations of receipt of those designated funds for City expenses and needs. Technology is a major expense the City will invest in to allow for remote working, in addition to PPE and Camera upgrades.

6. Adjournment

Mayor Norton adjourned the meeting of the Committee of the Whole at 6:50PM.