



# City of Smyrna

2800 King Street  
Smyrna, Georgia 30080

## Meeting Minutes - Final City Council

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Thursday, April 19, 2018

1:00 PM

Council Chambers

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### Special Called Meeting

#### Roll Call

**Present:** 7 - Mayor Max Bacon, Councilmember Derek Norton, Councilmember Maryline Blackburn, Councilmember Andrea Blustein, Councilmember Charles Welch, Councilmember Susan Wilkinson and Councilmember Ron Fennel

**Also Present:** 9 - Scott Cochran, Tammi Saddler Jones, Scott Andrews, Terri Graham, Kristin Robinson, Kay Bolick, Christy Ullman, Lisa Ochoa and Ashley Youmans

#### Call to Order

Mayor A. Max Bacon called the Special Called Meeting to order at 1:00 PM and called for a short recess. The meeting reconvened at 1:10 PM and Mayor Bacon called for an Executive Session.

#### 1. Business:

##### A. Approval to enter into Executive Session to discuss legal matter

**Sponsors:** City Council

A motion was made by Councilmember Ron Fennel to go into Executive Session, seconded by Councilmember Maryline Blackburn. The motion to approve carried unanimously with all council members present 6-0

**Aye:** 6 - Councilmember Norton, Councilmember Blackburn, Councilmember Blustein, Councilmember Welch, Councilmember Wilkinson and Councilmember Fennel

##### B. Approval to close Executive session and return to regular Special Called Meeting

**Sponsors:** City Council

A motion was made to return to the Special Called Meeting by Councilmember Ron Fennel, seconded by Councilmember Andrea Blustein. The motion to approve carried unanimously with all council members present.

**Aye:** 6 - Councilmember Norton, Councilmember Blackburn, Councilmember Blustein, Councilmember Welch, Councilmember Wilkinson and Councilmember Fennel

##### C. Approval of the Salary Survey

**Sponsors:** City Council

*The regular session of the Special Called Meeting of the Mayor and Council was called back to order at 1:37 PM.*

*Mayor Bacon noted that he and City Administrator Tammi Saddler Jones had gone over the salary study and compared the study with other cities in the area within the same population as Smyrna. The Mayor and City Administrator concluded that some of Smyrna's salaries were below market. Human Resource Director Kay Bolick shared that the City is below the market scale on some of the entry level positions based on market findings and the salary survey conducted by Archer. She also stated that based on the salary study, some paygrades for middle supervisory positions would need to be adjusted to keep Smyrna competitive with the current market and to assist with retaining employees.*

*Mayor Bacon asked what the cost would be to adopt the Archer recommendation as is. Ms. Bolick stated the impact of this increase to the salary line item would be a total of approx. \$50,000.00. The Archer Group also recommended a 1% over all COLA which would have an impact of \$200,000.00 to the salary line item.*

*Mayor asked if the council was agreeable to the pay plan presented in the Salary Survey and asked if there were any other questions from Council. Several of the Council members indicated that they were in agreement with the proposed salary pay plan.*

*Councilmember Maryline Blackburn asked if Council adopted the pay plan but at a later date felt that the paygrades needed to be modified would they have the ability to do so. Mayor Bacon stated that it could be at the direction of the City Administrator. Ms. Bolick noted that we could request salary information from other cities in the area our size if needed. Councilmember Charles "Corkey" Welch added that if there were individuals that showed great promise, their classification could be changed at the direction of the City Administrator. City Administrator Tammi Saddler Jones stated that the City is planning to do a job organizational study to get a better idea of position responsibilities.*

*The Mayor stated that since the Council was in a regular meeting he would accept a motion on the Salary Pay Plan.*

*A motion was made by Charles (Corkey) Welch to approve the Salary Pay Plan as presented, seconded by Council member Ron Fennel the motion carried unanimously 6-0.*

**Aye:** 6 - Councilmember Norton, Councilmember Blackburn, Councilmember Blustein, Councilmember Welch, Councilmember Wilkinson and Councilmember Fennel

#### **D.**

#### **Approval of the Longevity Pay Policy**

**Sponsors:** City Council

*The Mayor explained that when the Longevity pay plan was discontinued it was during the economic downturn and through that time the City did not furlough any employees. Cuts were made to the budget and the City operated as lean as they could. He also stated that there was mention of discontinuing the holiday gift card. He is not in favor of discontinuing the holiday gift card; the longevity pay would be in addition to the gift cards. Ms. Saddler Jones made a recommendation to begin the longevity pay plan July 1, 2018.*

*The Mayor asked if the employees would receive their longevity pay on their start date and Human Resources Director Kay Bolick advised that it would be easier to manage the longevity pay on a quarterly basis. The financial impact of the longevity pay and the gift cards would be \$72,000.00 which would be added to the salary line item.*

A motion was made to approve the Longevity Pay Plan by Councilmember Ron Fennel, seconded by Charles "Corkey" Welch. The motion to approve carried unanimously 6-0

**Aye:** 6 - Councilmember Norton, Councilmember Blackburn, Councilmember Blustein, Councilmember Welch, Councilmember Wilkinson and Councilmember Fennel

## **2. Other Business:**

*Mayor Bacon asked if there was any other business or announcements that needed to be brought forward. Councilmember Ron Fennel reminded everyone that there would be a Finance and Administration meeting Monday, April 23, 2018 at 3:30 PM. Assistant City Administrator Scott Andrews announced that he would have a museum update next week.*

## **3. Adjournment:**

Mayor Bacon adjourned the meeting at 2:10 PM