



# ST. MARYS HIGHLIGHT

A Newsletter for the City of St. Marys Employees

Volume 2, Issue 5

June/July 2009

**Special Points of**

**Interest**

- **Water Safety Tips**
- **Beat the Heat**
- **Georgia Info on Fireworks**
- **Starry Nights Line Up**

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**Manager's Corner**

**Darlene Roellig  
City Clerk**



**City Clerk's Office**

**The Mission of the City Clerk's Office:**

Efficiently meet all statutory obligations with respect to elections, records and legislation of the City of St. Marys.

**Goal of the City Clerk's Office:**

To provide the highest quality of customer service to the City of St. Marys Mayor, Council, City Manager, City Staff and administration in the most timely and convenient manner possible. To maintain and produce documents that enable the public to participate in local government.

**What is the City Clerk?**

The City Clerk is the person responsible for legislative operations of the City and is accountable to the City of St. Marys Mayor, Council, City Manager and the citizens.

The City Clerk has signature authority, which is required on all ordinances and resolutions and other official documents of the City. The City Clerk's Office is a City-wide information and document resource center. Every municipality has a City Clerk or someone who functions as one.

The City Clerk and Deputy City Clerk are members of two professional organizations. The International Institute of Municipal Clerks comprised of 10,000 members and Georgia Municipal Clerks and Finance Officers Association with 500 members. Both missions of these organizations are to prepare its membership to meet the changes of the diverse rolls of the Municipal Clerk by providing services, promote integrity and excellence through education and professional development, as well as to strengthen and support its membership, and to enhance its image.

The current City Clerk, Darlene M. Roellig, achieved her Certified Municipal Clerk status in 2007. Deborah Walker-Reed, Deputy City Clerk, will begin the certification process in the fall of 2009.

**The Office of the City Clerk:**

The Office of the City Clerk serves as an information center whose services impact a diverse clientele, including the general public, the media and other government entities. Although the City

Clerk's Office is traditionally associated with municipal elections and recording the minutes of the City of St. Marys Council meetings, its scope of business includes the following:

The Clerk is the historian of the City's recorded history, and therefore manages the official records of the City of St. Marys. No other office in municipal service has so many contacts. The office serves the Mayor, the City Council, the City Manager, and all City Departments without exception. This office is called upon almost daily for some service or information, and the work demands versatility, alertness, accuracy and patience.

**The mantra of City Clerk is that of a "civil servant," one of the oldest known professions of government.**

**Our mission statement motivates us to uphold the directives that commit us to upholding city and state policy.**

**Employee Appreciation Day**

**When: Friday, June 19, 2009  
Where: St. Marys Aquatic Center  
Time: 6:30—8:30 PM  
Food, Fun and Friends!!!**

**What's on the Menu???**  
Bar-B-Que Dinners:

- Bar-B-Que Pork
- Grilled Hot Dogs
- Coleslaw
- Bread
- Tea and Lemonade
- Dessert

# Water Safety Tips to Keep You & Your Family Safe

Water Safety is extremely important, especially during the summer months when so many activities include water, such as swimming, diving and boating. Following these water safety tips can keep you and your family safe this summer.

- If you or someone you know doesn't already know how, learn to swim.
- Always swim with a friend or relative; never swim alone.
- Children or inexperienced swimmers should take precautions by wearing a U.S. Coast Guard approved personal flotation device when around water.
- Swim only in areas supervised by a life guard or responsible adult.
- Read and obey all rules and posted signs.
- Set water safety rules based on swimming abilities, i.e. inexperienced swimmers should stay in shallow water.
- Know the water environment that you are in and any potential hazards it may pose, such as too deep or too shallow, currents, obstacles and where the entrances and exits are located. The more conscious you are of your environment, the better informed you will be of any potential hazards.
- To prevent choking, never chew gum or eat while swimming, diving or playing in water.
- Don't swim in inclement weather.
- Don't dive into shallow water or where there are any types of obstructions.
- Be aware of dangerous waves and signs of rip currents – water that is choppy, foamy or filled with debris.
- If you find yourself caught in a rip current, swim parallel to the shoreline. Once out of the current, swim toward shore.
- Enroll in a water safety course and learn CPR.
- Don't mix alcohol with water activities, because it impairs your judgment, balance, and coordination. Alcohol affects your swimming and diving skills, and reduces your body's ability to stay warm.



## Beat the Summer Heat



As we are all aware, the summertime temperatures are here and are on the rise. With temperatures nearing the one hundred degree mark, it is imperative that we all make sure to take care of ourselves. There are many different ways to keep your body cool during the hot day time temperatures, such as staying hydrated by drinking lots of water. You should also take the time to think about the clothing that you are wearing. Loose fitting and thin clothing helps to allow the air to circulate around your skin, which will help to evaporate the sweat and to cool the skin. This will help your body temperature not to rise. Activities that are physically demanding should be done in shaded areas or during the cooler morning or evening hours. Choose rather than working in areas of direct sunlight, to use a shaded area that will allow you to stay cooler. Our bodies do not have the ability to flash a check engine light when we are starting to over heat, but it does give us warning signs, such as: headaches, nausea, dizziness, fatigue, high body temperature, rapid or strong pulse, unconsciousness and red, hot and dry skin that is not sweating. These symptoms are not to be taken lightly.

There are multiple illnesses that can be caused by over exposure to extreme temperatures, such as sunburn, heat cramps, heat exhaustion and most severely, heat stroke. Any one of these illnesses can be serious and some can be life threatening. It is important to take the time to check the forecast and plan accordingly and don't forget your neighbors or the elderly. We have to take the time to remember those people in our communities that are not as able as we are. The summer can be a wonderful and bright time if we take the time for safety and proper precautions.

## Planning and History Corner Did You Know ?

Four facts a month about the planning and history of St. Marys:

- ◆ That the Brandon Lumber Company was once a major player on the Docks of St. Marys?
- ◆ That the Pauper's Cemetery is a 'closed' cemetery, with no new burials permitted?
- ◆ That a 9.5 foot alligator was pulled out of the City owned lake on the North River Causeway?
- ◆ That when the well pumping out 35 million gallons per day at the mill stopped pumping, water in the pipe rose 200 feet within six months!

# Georgia Consumer Fireworks Law and Safety Tips

**Specifically Permitted:** Sparklers up to 100 grams each; Fountains (items that say "Emits Showers of Sparks") up to 200 grams total for multiple tube items or 75 grams for each individual tube; snakes, glow worms, snappers and party poppers.

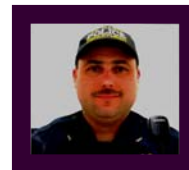
**Specifically Prohibited:** Firecrackers, torpedoes, sky rockets, roman candles, bombs and sparklers.

- Always read and follow label directions.
- Have an adult present.
- Buy from reliable sellers/dealers.
- Use outdoors only.
- Always have water handy (a garden hose and a bucket).
- Never experiment or make your own fireworks.
- Light only one firework at a time.
- Never re-light a "dud" firework (wait 15 to 20 minutes and then soak it in a bucket of water).
- Never give fireworks to small children.
- If necessary, store fireworks in a cool, dry place.
- Never carry fireworks in your pocket.
- Never shoot fireworks in metal or glass containers.
- Never throw or point fireworks at other people.
- Stay away from illegal explosives.
- Dispose of fireworks properly by soaking them in water and then disposing of them in your trash can.
- The shooter should always wear eye protection and never have any part of the body over the firework.

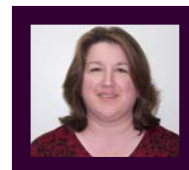


## Employee of the Month

The City of St. Marys would like to congratulate Sergeant Michael Cox of the St. Marys Police Department for being the Employee of the Month for the month of May, 2009. Sergeant Cox does an outstanding job as a police officer, while being professional, innovative and resourceful. He is certainly an asset to the City of St. Marys. Keep up the good work Sgt. Cox!



The City of St. Marys would like to congratulate Tammy Dukes in the Finance Department for being selected as the Employee of the Month for the month of June, 2009. Tammy is the Accounts Payable Clerk for the City and performs in an extremely conscientious and professional manner. She accepts change easily and has been quick to step up to challenge when extra work has been required due to whatever circumstances have come up. Way to go Tammy!



## St. Marys Community Market



Visit the market every Saturday from 9am - 1 pm. Purchase Fresh Seafood, Local Produce, Wild Honey, Baked Goods, Dog Treats, Local Art and Much, Much, More... See you at the Market! The market is located at: 206 Osborne Street (Tribune & Georgian Parking Lot ) For more information go to: [www.stmcmarket.wordpress.com](http://www.stmcmarket.wordpress.com)



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## ST. MARYS HIGHLIGHT

# STARRY NIGHTS 2009 LINE-UP



July 11, 2009 - Lisa Allen's Dance Works  
**Magical dance performance from Lisa Allen's cuties**

August 15, 2009 - Ignite  
**A modern inspirational band with Christian based music**

September 19, 2009 - Feebus Pruet  
**An acoustic band with a wide range of music & original music written by the band leader**

All performances begin Saturdays at 7 P.M. - 9 P.M.  
They are cancelled if weather is inclement.

## Direct Deposit

All City of St. Marys employees now have the option of being able to deposit their pay checks into more than one account. Employees may choose to have a set amount or a percentage of their check deposited into one account and the remaining amount into another account. Some people may use this as a tool to build up their savings or others may use it to create a Christmas or vacation fund. This is just one more of the many benefits of the new financial software Incode has to offer us. If you would like to take advantage of this option, please contact Amy Peeples at 510-4044 or the Human Resources Department at 510-4030.



## Vision Statement

The City of St. Marys vision is to create a community of excellence governed by the principles of responsibility, fiscal soundness, accessibility and service to the public, in an atmosphere rich in historic and cultural significance, while retaining its natural beauty, charm, resources, and unique appearance; a community that attracts and maintains active and supportive citizens, with an enhanced quality of life and economic opportunity for all.

## Mission Statement

The mission of the City of St. Marys is to provide the most responsive and progressive public services, within the resources provided, so that our citizens can enjoy the best possible quality of life.

If you have information for this newsletter, please contact Lori Whitlow, Executive Assistant to the City Manager, at 510-4041.