



**CITY COUNCIL MEETING  
MAY 13, 2019- 7:00 PM  
109 SOUTH KING STREET  
DEPOT COMMUNITY ROOM**

**MINUTES**

**PRESENT:** James F. Palmer, Mayor  
George R. Crowley, Mayor Pro Tem  
Ray Mitchell Denmon, Councilman  
Al Edwards, Councilman  
Jackie Palazzolo, Councilwoman

**ALSO:** Eddie Peterson, City Administrator; Larry Vickery, Utilities Administrator; Paul Worley, Assistant City Administrator; Sharon Nelson, City Clerk; George Govignon, City Attorney; Jeff Defoor, Director of Electric Utilities; Tony Pyle, Police Chief; Lenny Nesbitt, Fire Chief; Jerry Crawford, Director of Water & Wastewater; Brad Carrick, Telecommunications Director.

**1. Council Meeting Called to Order**

**Welcome**

Mayor Palmer called the meeting to order and welcomed everyone in attendance.

**Invocation**

Mayor Palmer gave the invocation.

**2. Pledge of Allegiance**

Mayor Palmer led the group in the Pledge of Allegiance to the United States Flag.

**3. Amendment or Approval of Proposed Agenda**

Mayor Pro Tem Crowley made a motion to approve the May 13, 2019 agenda as presented. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.

**4. Amendment or Approval of Minutes**

Councilman Denmon made a motion to approve the minutes of the City Council meeting of April 22, 2019. Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.

### **Mayor's Comments**

- A. Mayor Palmer announced the second public hearing of the Fiscal Year July 1, 2019 through June 30, 2020 Annual Operating Budget and Capital Plan will be held on June 10th, at 7:00 p.m.
- B. Mayor Palmer announced the next meeting of the City Council will be on May 20<sup>th</sup> due to the Memorial Day holiday.

### **5. Council Comments**

- A. Councilwoman Palazzolo submitted April reports as follows:

#### **1) Public Works**

##### **Street Department**

1. Completed 32 shop and 27 street dept. work orders.
2. Installed 4 new street signs.
3. Repaired pot-holes and utility cuts using approximately 10 tons of asphalt.
4. Cleaned out ditch on Curtis Parkway.
5. Repair storm drain on Hill Crest Drive.

##### **Cemetery Department**

1. Performed routine maintenance on Fain and Chandler cemetery.
2. Supervised the opening and closing of 11 grave sites.
3. Sold 29 new grave spaces.

##### **Parks Department**

1. The grounds crew picked up litter, mowed, trimmed bushes, hauled garbage to the dump, and maintained records at records room.
2. The maintenance crew maintained designated buildings downtown.
3. Repaired a toilet at city library.
4. Installed new chairs and hung new pictures at the depot.

##### **Animal Control**

- Housed 19 dogs and 3 cats
- Number of dogs adopted: 2
- Number of cats adopted: 0
- Number of dogs rescued: 2
- Number of cats rescued: 2
- Number of dogs reclaimed by owner: 13
- Number of cats reclaimed by owner: 1
- Number of dogs euthanized: 0
- Number of cats euthanized: 0
- Number of warnings given: 28
- Number of bite cases: 1
- Citations issues: 3

## 2) Recreation Department

### 1. YOUTH SPORTS:

#### **Baseball and Softball –**

A total of 104 games were played and 164 practices were scheduled throughout the month.

**Youth Soccer –** 48 soccer games were played and 62 practices were scheduled during the month.

#### **TOURNAMENTS:**

**FSS Baseball – Rental – April 6 –** There were 12 teams that participated in this one day tournament with 360 visitors and an economic impact of \$23,400.

**PGF – Girls Fast-Pitch – Rental – April 27 –** PGF Girls Fast-pitch tournament. There were 30 teams that participated in this 1 day tournament. 2,160 visitors attended this event with an economic impact of \$140,400.

#### **PROGRAMS:**

**STARS –** There were 7 participants for the bowling event April 15.

**SENIORS –** Donuts, Coffee and bingo was held for seniors on April 12.

**TENNIS –** Tennis leagues – Spring Tennis 101; Spring Combo 18 & over

Tri-level league – 2.5, 3.0, 3.5, and 4.0

Tri-level league Over 40 – 3.0, 3.5, 4.0

CHS Region Tournament – April 9-10; Rounds 1 of State Playoffs

Sequoyah Tennis Association – Community Tournament – April 20-39

3 teaching pro's – 3 courts daily – 4:00pm – 9:00pm

League Play – M-F 14 courts; 7:00pm – 9:00pm and Saturday 10:00am – 2:00pm

### 2. PARKS/FACILITIES:

The following tasks were completed throughout the month of March:

1 – Baseball/Softball Field Maintenance - Daily

2 – Mulched and weeded planters Calhoun Park Complex

3- Prepared pool for inspection and opening

4 – Mowed all park acreage – Daily – 3 part-time seasonal mowing crew

5 – Repainted Bernstein Field for Community Education 2 times during month

6 – Repainted High School soccer field – 2 times during month

7 – Weed eat all parks weekly

8 –Prepared fields for tournament play April 13-15; April 27-29

9 - Added dirt to all infields –Palmer Memorial

#### **Facility Rentals:**

Billy Bearden Recreation Center:

Meeting Room – 3 events      Community Room – 4 events

Gym –3 events

Open Gym – 606 participants

Black and Gold Playground Pavilion – 15 events  
 Ratner Pavilion – 5 events

**3. WEBSITE USAGE:**

CalhounRec.com	Facebook
Page Views – 4,731	Reach -6,238
Users – 1,526	Post Engagements – 3,288
Sessions – 2,833	Posts - 9
Posts – 20	

**4. COMMUNITY AND PROFESSIONAL INVOLVEMENT:**

BBQ Boogie and Blues – 4/26 3 staff members checked-in vendors and sent them to downtown to set-up. 9 staff worked the People’s Choice competition on Saturday April 27.

United Way Allocation panel met with Kim Townsend April 9.  
 David Mitchell attended Leadership Calhoun-Gordon Co. sessions.

3) **Library**

- There are 11,922 library card holders, 5,905 library visitors, and 5,464 total circulation.
- There were 128 story time attendance, 70 adult program attendance, 83 digital new users, 442 e-books, 694 audio books, 871 computer logins, and 23,065 Facebook visits.

B. Councilman Edwards submitted April reports as follows:

1) **Electric Department**

- Construction continues on the new City of Calhoun Board of Education (BOE) / Administration building and pole replacement on South Wall, the expansion at Foam Products, the Taco Bell rebuild, new electrical service for the plastic compactor at the recycling center on Pine Street, ten (10) reject pole replacements and the multi-unit building on Kelly Court.
- Electrical engineering has begun for Apache expansion on River Street and the Liberty Tire additional load.

**WORK ORDERS IN PROCESS OR COMPLETED FOR APRIL:**

• NEWLY CREATED	76
• COMPLETED AND CLOSED	80
• CONSISTING OF:	
• CAPITAL CONSTRUCTION	26
• STREET AND SECURITY LIGHTING-	19
• DISTRIBUTION MAINTENANCE	6
• OUTAGES / TROUBLE CALLS	1
• WORK FOR OTHER DEPARTMENTS	24
• NEW METER SETS	7
• METER MAINTENANCE/REPLACEMENT	27

• ELECTRIC LOCATE TICKETS PROCESSED-	373
•	

The City of Calhoun's Electrical load for April is estimated to be about 30,000,000 kilowatt hours (kWh). This is about 3 million kWh less than April of 2018. Reduction is primarily in large manufacturing usage and milder temperatures. Temperature is the biggest variable in most energy users and is standardized in "Degree Days or Degree Hours" which compares the mean (the average of the high and low) to 65° Fahrenheit, the acceptable point where you do not use heating or cooling. The more extreme the outside temperature, the higher the number of degree days. A high number of degree days generally results in higher levels of energy use for heating or cooling. 2019 has shown a 12.5% reduction compared to last year and the 1989 to 2018 average.

## 2) Telecommunications

### **Telecommunications**

- Connected one internet.
- Added 90 megabits of internet bandwidth to existing customers.
- Converted 15 customers to the new access equipment. Project is now 97% complete.
- Completed project to move telecom circuits to outside cabinet at three MEAG substations.
- Finished configuring three computers for use at each of the school system's three, new, police department precincts.
- Installed two security camera systems for Recreation Department.
- Built new server and supported vendor during server migration for Police Department software.
- Converted report server to a virtual server.
- Filed quarterly Georgia PSC and Federal FCC reports.
- Opened 28 and closed 32 work orders.

### **Geographic Information Systems**

- Created application for Electric Department to quickly validate data for street and security lights
- Made corrections to US Census Boundary and Annexation Data
- Worked with Engineering to gather data for Water Modeling re-calibration project
- Started mapping City sidewalks for GDOT Sidewalk ADA compliance.
- Met with Northwest GA Regional Commission to verify City streets configurations.
- Updated the following GIS layers
  - Water system and water meter data
  - Fire Department fire pre-plans and data folders for industrial and commercial buildings
  - Physical addressing for building and billing information
  - Changes to fiber routes
  - Zoning
- Updated City and GIS web sites

- City employee GIS login statistics
  - Total logins – 1311 down 4% from last month
  - Top three layers accessed
    - Water – 635
    - Electric – 151
    - Metering – 198

3) **Building Inspections**

- Issued 87 permits for an estimated cost of \$5,217,987, collected \$30,338 in permit fees. This included 15 new residential, 6 residential remodel, 1 commercial remodel, 1 industrial remodel, 19 residential plumbing, 14 residential electrical, 4 commercial plumbing, 105 residential HVAC, 4 commercial HVAC, 1 commercial electrical, and 1 industrial electrical. 261 total inspections.

4) **Safety Committee**

- The safety committee met April 26<sup>th</sup> and the topic of discussion was Seat Belt Safety.
- A safety inspection was completed on April 29<sup>th</sup> at the Recreation Department.
  - Vehicle accidents: 0
  - Workers compensation: 2

C. Councilman Denmon submitted April reports as follows:

1) **Water and Sewer Operations**

**Water Treatment Plant**

- Total gallons withdrawn: 297,910,000
- Daily average: 9,930,333
- Wells: 120,210,000
- Big Springs: 0
- % produced by Brittany Drive: 40.3%
  - Brittany Dr. daily production to capacity: 33.95%
  - Mauldin Rd. daily production to capacity: 37.02%
  - Rainfall for November – 3.53"

**Waste Water Treatment Plant**

- Treated a daily average of 5.555 MGD, with an average BOD effluent of 5, average suspended effluent of 12, and an average COD of 53.

**Water Distribution & Wastewater Collection**

- 337 work orders completed, 28 new water connections, 17 water service leaks repaired, 15 water main leaks repaired, 182 meter changes, 57 utility locates called in for work orders, 650 utility locates responses.
- 1,750 feet of Sanitary Sewer Services TV inspected, 439 utility locates completed, 4,900 feet sanitary sewer lines cleaned, 8 new sewer connections installed, 2 sanitary sewer services repaired.

## 2) **Water and Sewer Construction**

### **Water and Sewer Systems Active Projects**

- As part of the new NPDES requirements, steps are underway to meet the storm water segment of the Watershed Protection Plan. EPD notified us on April 17<sup>th</sup> that our Section 319 Grant for Lynn Creek has been awarded. Contract should arrive soon.
- A Section 319 grant has been applied for to do work on Blackwood Creek.
- The North Henderson Bend Lift Station is under construction.
- The two inch galvanized line replacement continues utilizing city forces.
- S.R. 156 Water Main Relocation (GDOT/ RR Bridge Replacement @ Ranger) – We have coordinated with the bridge contractor to install the new main on the new bridge.
- Ranger 12" Water Transmission Main – Materials are on site and permits have been acquired. This project is under construction.
- New 2.0 Million Gallon Tank on Pittman Road – Bids were received on March 21<sup>st</sup>.
- Peters Street Phase II Water and Sewer Relocations – Materials are here and construction should begin once other utilities have been relocated.
- Hwy 41 South Sewer Extension – Reviewing bids.

### **Water & Sewer Projects in Development**

- North Wall Street and Redbud Road Intersection improvements- GDOT asked for, and were given an estimate to relocate any utilities in conflict with the proposed project.
- S.R. 136 Water Main Relocation for new Bridges at the Coosawattee River
- 4" water main relocation on South Wall Street to accommodate drainage for the new City Schools Central Office

### **Projects in Engineering Conceptual Design**

#### **Sewer**

- Blackwood Creek Trunk Sewer Replacement
- Yarborough Street Replacement Sewer
- Louise Ave., Cherry St., and Florence Ave. Sewer Replacement
- Sewer Main relocation for the airport project.
- Old Fairmount Hwy Sewer Extension

#### **Water**

- Bellwood Road Water Transmission Main
- Reeves Station Water Main (replacing existing 6" C. I. with an 8")
- Second Interconnect with Pickens County
- GDOT SR 156/Salacoa Creek Bridges. Scheduled for 2020
- SR 225 8" water main river crossing

## 3) **Downtown Development Authority**

The DDA and HPC held their regularly scheduled meetings. The HPC had two COA approvals. The 8th annual BBQ, Boogie & Blues was a success. It was

the largest one to date. The Downtown Development Authority will have another Food Trucks & Friends event this summer. Each of these events attracts people to downtown and we hope to have more events similar to these in the future.

D. Mayor Pro Tem Crowley submitted April reports as follows:

1) **Police Department**

- Made 468 cases with 5 DUI's
- Fines collected by Municipal Court - \$47,478.00
- Issued 469 warnings
- Investigated 59 highway accidents, 41 private property accidents
- Escorts - 45
- Incident reports -1,236
- Alarm responses - 173
- Miles patrolled: 48,685

2) **Municipal Court**

- Total Court cases- 464
- Court cases dropped- 111
- Number of Bond forfeitures- 244
- Number of Probation cases- 38
- Failure to appear- 45
- Subpoenas served- 15

3) **Fire Department**

**Fire Suppression Division**

**190** Total reported calls for service for the Suppression Division

**Dispatched Calls**

- 1 Fire Incidents (\$00.00 in estimated Fire damage)
- 0 Overpressure Rupture, Explosion, Overheat (NO FIRE)
- 130 Emergency Medical Services / Rescue (Injuries, Medical, or Fatality)
- 4 Hazardous Conditions Incidents (NO FIRE; Leaks, Spills, Electrical Hazards; All Other Hazardous Conditions without injuries)
- 4 Service Calls (Water Leak; Assist Other Agencies with Non-Emergency Calls)
- 38 Good Intent Calls (Smoke / Odor check; Investigation of Unknown Problem)
- 13 False Alarms or False Calls
- 0 Severe Weather & Natural Disaster
- 0 Special Incident Type (Citizen Complaint; Other)

**Additional Fire Department Activities**

- Began Fire Hydrant checks and maintenance.

- Had a crew as medics at BBQ festival Friday and Saturday; Also Inspections gave out Fire Prevention and Safety materials.

**Training Division**

CFD completed 397 Total Man Hours of training during the month.

**Training consisted of:**

- Training consisted of hose loads and carries, firefighter survival, hose line management and forcible entry.

**Fire Inspections - Public Safety Education - Code Enforcement Division**

**91** Total Reported Activities / Inspections completed during the month.

**Inspections / Enforcement**

30	Annual Inspection
6	New Business Inspections
27	Requested Inspections
9	Follow Up, Re-Inspections
2	Burn Site Inspections
3	Plan Reviews
0	Pre-Construction Meetings
1	Sprinkler Permits Issued
0	Fuel Tank Permit (Install, Removal or Service)
13	Consultations
0	Illegal Burning Citations

**Additional Inspection - Public Safety & Codes Division Activities**

- Lt Duvall attended City Safety Inspection
- Inspections instructed a Fire Extinguisher class at Bostik, and at Henkel corporations.

**6. Public Hearing and Comments**

Mayor Palmer announce at this time, public hearings will be held. The public will have the opportunity to make pro and con comments with a ten minute maximum time limit for each side of the matter, with each person speaking having filed a financial disclosure statement five days prior to the hearing if required, with each person giving their name and address. An inquiry should be made to determine if any elected official has filed a disclosure statement regarding ownership or special interest in any of the agenda items. Zoning Land Use Maps on display in Council Chambers for Zoning Advisory Board and Council hearings.

- A. First public hearing of the fiscal year 2019-2020 Annual Operating Budget and Capital Plan.
- Mayor Palmer opened the public hearing.
  - City Administrator Peterson stated that all legal requirements and notices had been met.

- Mayor Palmer gave the floor to City Administrator Peterson for review of the proposed 2019-2020 Annual Operating Budget and Capital Plan for the General Cash Accounts. City Administrator Peterson gave a review of the “Big Four” revenues, consisting of property tax, franchise tax, sales tax, and local revenues. He noted that transfers from Utilities were down and the City was working on trying to get back to the 10% maintained in prior years. Sales tax showed the largest increase of over \$600,000 due to the 6% increase resulting from 489 negotiations and continued sales tax growth. Property taxes are expected to increase due to a growth in the digest. Total revenue comparisons shows \$14,463,416 which includes \$326,500 transferred from General Fund and \$308,425 as a loan from Electric for the purchase of police cars. We have an unrealized gain totaling \$666,850, which gets us to \$15.1 million, which is also on the expense side. Calhoun still has one of the lowest millage rates in Georgia for cities our size at fewer than 2.50 mils. The effect of the 2.48 millage rate can be seen as a comparison for a \$200,000 home and a \$500,000 small business. When we compare Calhoun to Rome, Dalton, and Cartersville we see that with our General Government and excellent school system we get quite a bang for our dollar. We expect the digest to increase this year when the Tax Assessors give us the new totals. We still are short in reaching the 2008 digest amount of \$849,000,000. Freeport also has a major impact on the taxable digest. Police, Fire and Public Works make up the majority of general fund expenses at approximately 75%. Other than expected increases, the Police Department has one new employee. After a difficult year with repairs on fire trucks, hopefully the Fire Department can be back to normal expenses. The local economy continues to be strong with historic low unemployment rates. In Recreation, on the revenue side the drivers are 489 monies at \$363,625, transfers from the General Fund at \$613,974, and Hotel Motel at \$105,000. Capital expenses will be from the 2018 SPLOST. We have added one new employee due to increased maintenance and programs. The bulk of funding for solid waste comes from residential pickup with over 4,000 customers, and 600 extra containers. This budget is actually down about \$40,000. The Golf budget is similar to 2019 in all areas. We are projecting expenses at \$881,331, which is much lower than the 2018 actual of \$1,330,942.
  - Mayor Palmer gave the floor to Utilities Administrator Vickery for review of the proposed 2019-2020 Annual Operating Budget and Capital Plan for the Utility cash accounts. Utilities Administrator Vickery gave a review of revenue and expenses for each area. Sewer fund revenues and expenses are budgeted at \$9,143,867 and water revenues and expenses at \$16,004,245. Electric fund revenues and expenses are budgeted at \$35,150,065, which is \$2 million less than last year. Telecommunications revenue and expenses are \$1,135,380.
  - Mayor Palmer opened the floor for comments. There being none, Mayor Palmer closed the public hearing.
- B. Public hearing of the updated 2019 City of Calhoun Zoning Map.
- Mayor Palmer opened the public hearing.

- City Administrator Peterson stated that all legal requirements and notices had been met.
- Mayor Palmer opened the floor for comments. There being none, Mayor Palmer closed the public hearing and called for a motion concerning the updated map. Councilman Edwards made a motion to adopt the updated zoning map as presented. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.

#### **7. New Business**

- A. Mayor Palmer gave the first reading of a Zoning Change Request from R-1 to C-2 for 25.36 acres, at a location of parcel C53 014 on Dews Pond Road, by Will Crunk, on behalf of Hamilton Medical Center. The Zoning Advisory Board meeting will be held on June 6<sup>th</sup> and the public hearing will be June 10<sup>th</sup>.
- B. Mayor Palmer stated a motion was needed to designate a voting delegate representing the City of Calhoun for the annual GMA membership business meeting. The meeting will be held on Monday, June 24<sup>th</sup> at 8:30 am at the annual GMA Convention. Councilman Edwards made a motion to designate Councilwoman Palazzolo as the voting delegate. Councilman Denmon gave a second with all voting aye. Motion approved.
- C. Mayor Palmer stated a motion was needed concerning GMA's slate of District 1 Officers for the FY 2019-2020. Councilman Edwards made a motion to approve the recommendation of GMA District 1 officers. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.
- D. Mayor Palmer stated a motion was needed concerning the recommendation of Peoples & Quigley, Inc. pertaining to the bid award for construction of the Pitman Road 2.0 MG Reservoir. The low bidder for the project was Precon Corporation, in the amount of \$1,201,532. Mayor Pro Tem Crowley made a motion to award the project as recommended by Peoples & Quigley, Inc. Councilman Denmon gave a second with all voting aye. Motion approved.
- E. Mayor Palmer stated a motion was needed concerning a quit claim deed for 12 acres of property located at CG57B-037 on Old Fairmount Highway, between the City of Calhoun and the Development Authority of Gordon County. City Attorney Govignon stated the quit claim was contingent to allow possession of the property in order for the developer to enter into contract. Title will revert back to the City if the contract is not executed with the allotted time frame. Councilwoman Palazzolo made a motion to approve the quit claim deed. Councilman Denmon gave a second with all voting aye. Motion approved.

#### **8. Other Written Items Not on the Agenda**

#### **9. Work Reports**

- A. Eddie Peterson, City Administrator had nothing to report.
- B. Larry Vickery, Utilities Administrator had nothing to report.
- C. George Govignon, City Attorney had nothing to report.

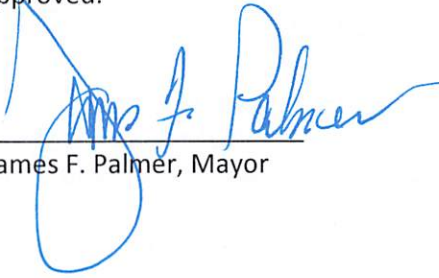
#### **10. Motion to move to Executive Session, if needed**

11. Motion to return to General Session

12. Motion to Adjourn

There being no further business to come before the Council, Mayor Pro Tem Crowley made a motion to adjourn. Councilman Denmon gave a second with all voting aye. The motion was approved and the meeting adjourned at 7:43 p.m.

Approved:



James F. Palmer, Mayor

Submitted:



Sharon Nelson, City Clerk

