



**CITY COUNCIL MEETING
FEBRUARY 12, 2024 - 7:00 PM
109 SOUTH KING STREET
DEPOT COMMUNITY ROOM**

MINUTES

PRESENT: James F. Palmer, Mayor
Ed Moyer, Mayor Pro Tem
Ray Mitchell Denmon, Councilmember
Al Edwards, Councilmember
Jackie Palazzolo, Councilmember

ALSO: Paul Worley, City Administrator; Kyle Ellis, Utilities Administrator; Sharon Nelson, City Clerk; George Govignon, City Attorney; Tony Pyle, Police Chief; Terry Mills, Deputy Fire Chief; Ken Carson, Patrol Division, Christy Nicholson, Patrol Division, Robert Hughes, Criminal Investigation, and Don Colburn, Criminal Investigations.

1. **Council Meeting Called to Order**
Welcome
Mayor Palmer called the meeting to order and welcomed everyone in attendance.
Invocation
Mayor Pro Tem Edwards 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**
Councilmember Edwards made a motion to approve the agenda as presented.
Councilmember Palazzolo gave a second with all voting aye. Motion approved.
4. **Amendment or Approval of Minutes**
 - A. Mayor Pro Tem Moyer made a motion to approve the minutes of the January 22, 2024 executive session. Councilmember Denmon gave a second with all voting aye. Motion approved.

- B. Councilmember Palazzolo made a motion to approve the minutes of the City Council meeting of January 22, 2024. Councilmember Edwards gave a second with all voting aye. Motion approved.

5. **Mayor's Comments**

- A. Mayor Palmer welcomed the 2024 Leadership Calhoun-Gordon County class to the meeting noting that Mayor and Council members were always available for any questions they may have.
- B. Mayor Palmer announced that the City of Calhoun has been awarded the Certificate of Achievement for Excellence in Financial Reporting for its comprehensive annual financial report for the fiscal year ending June 30, 2022. The certificate of achievement is the highest form of recognition in the area of governmental accounting and financial reporting. Individual award of Financial Reporting Achievement has been awarded to Jacob Fox, Director of Finance.

6. **Council Comments**

- A. Councilwoman Palazzolo submitted January reports as follows:
 - 1) **Electric Department**

Current Electrical Department Engineering and Construction:

- The LED Streetlight upgrade continues around the City.
- Electrical Engineering continue for the Coosa Valley Federal Credit Union and the new townhomes on Newtown Rd.
- Construction continues on the 53 Townhomes at Old Mill, Home to Suites Hotel on Lovers Lane, City of Calhoun building and planning building. The Electric Dept is continuing system upgrades necessary for the new growth and increased reliability.
- Construction also continues for the Exchange Apartments, Manor Lake Cottages of Calhoun on Curtis Parkway, upgrading Exit 315 to new LED lighting, and the new GBI building on McDaniel Station Rd.

WORK ORDERS IN PROCESS OR COMPLETED:

• NEWLY CREATED	119
• COMPLETED AND CLOSED	102
•	
• CONSISTING OF:	
• CAPITAL CONSTRUCTION	62
• DISTRIBUTION MAINTENANCE	3
• OUTAGES / TROUBLE CALLS	9
• SECURITY / STREET LIGHT MAINTENANCE	5
• TEMPORARY POWER HOOK UP	0
• WORK FOR OTHER DEPARTMENTS	33
• NEW METER SETS	35
• METER MAINTENANCE/REPLACEMENT	2

• ELECTRIC LOCATE TICKETS PROCESSED-	262
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The City of Calhoun's Electrical load for January 2024 is about 32 million kilowatt hours (kWh's).

The Electric Department would like to congratulate Wes McCormick for his completion of the Lineman certification. He has completed the necessary steps of on the job training and his 6,000 hours required by the department of labor.

2) Telecommunications

- Finished fiber construction for 4 new internet services.
- Disconnected two services that moved to new locations with service.
- Coordinated customer point-to-point service switchover.
- Repaired two fiber drop breaks. One caused by tree limb during storm. The other break caused by truck which tore down power.
- Filed quarterly reports with Federal and State agencies.
- Upgraded firmware on server hosting platform.
- Started reviewing applications for new position.
- Telecom office facelift is complete.
- Opened 25 and closed 26 work orders.

Geographic Information Systems

- Created new layer to map water bacteria sample sites in 2024.
- Updated data for Lead and Copper Service Line Inventory project.
- Generated Electric Usage Reports
- Updated data and mapping for the following:
 - Water system and meter updates
 - Fiber
 - Zoning
 - Fire Department pre-plans for building
- Updated Physical addressing, building and billing information.
- Updated City and GIS web sites.

3) Building Inspections

Issued 54 permits for an estimated cost of \$564,297, collected \$13,459 in permit fees. This included 10 new residential, 0 residential remodel, 0 new commercial, 1 commercial remodel, 0 new industrial, 1 industrial remodel, 4 residential plumbing, 15 residential electrical, 7 residential HVAC, 1 commercial plumbing, 7 commercial electrical, 0 commercial HVAC, 2 industrial plumbing, and 2 industrial electrical. 162 total inspections.

4) Library

- There are 13,362 library card holders, 4,719 library visitors, and 5,891 total circulation.

- There were 133 story time attendance, 22 adult program attendance, 120 new users, 1,368 e-books, 1,419 audio books, 445 computer logins, and 6,699 Facebook visits.

B. Mayor Pro Tem Edwards submitted January reports as follows:

1) **Water and Sewer Operations**

Water Treatment Plant

- Total gallons withdrawn: 371,810,000
- Daily average: 11,993,870
- Wells: 37,580,000
- Big Springs: 109,480,000
- % produced by Brittany Drive: 39.5%
 - Brittany Dr. daily production to capacity: 40,20%
 - Mauldin Rd. daily production to capacity: 45.31%
 - Rainfall for January – 7.13”

Waste Water Treatment Plant

- Treated a daily average of 5.319 MGD, with an average BOD effluent of 4, average suspended effluent of 18, and an average COD of 77.

Water Distribution

- 184 work orders completed, 17 new water connections, 14 water service leaks repaired, 15 water main leaks repaired, 0 water services changed to new main lines, 19 meter changes, 30 utility locates called in for work orders, 620 utility locates responses.

Wastewater Collection

- 2,200 feet of Sanitary Sewer Services TV inspected, 547 utility locates completed, 5,000 feet sanitary sewer lines cleaned, 32 new sewer connections installed, 2 sanitary sewer services repaired.

2) **Water and Sewer Construction**

Projects Under Construction

- SR 136 @ Coosawattee Bridge Water Relocation - This project includes moving the water main on SR 136 so that the Coosawattee River bridge can be replaced. Construction is now underway and is approximately 35% completed.
- GBI McDaniel Station Rd Sewer Extension. This project includes extending gravity sewer 1,000' from the city's police department towards the Hwy 53 Spur intersection to serve the new GBI building that is now under construction. Materials for this project have been delivered.
- Service Line Inventory – As mandated by the EPA, every water system in the USA has to identify and develop a service line inventory of all services found within their water distribution system. This project is now underway and city crews are identifying water services throughout the distribution system.

Projects in Design & Development

- Water & Sewer Maintenance Building
- Water Treatment Plant Modifications
- Brittany Dr & Water Booster Stations Standby Generator Project
- Northwest Booster Station Header Modification Project.
- Peters St. Phase III Water Relocation
- Curtis Pkwy Water & Sewer Relocation
- Engineering Department is Actively Working on Approximately 25 Plan Reviews & Inspections for Developments.

C. Councilman Denmon submitted January reports as follows:

1) **Public Works**

Street Department

1. Completed 30 shop and 28 street dept. work orders.
2. Installed 2 new street signs.
3. Repaired storm drains on River Street and Woodlawn Avenue.
4. Directed traffic for the electric department to cut a tree.

Cemetery

1. Performed routine maintenance on Fain and Chandler cemetery.
2. Supervised the opening and closing of 14 grave sites.
3. Sold 3 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. Removed Christmas decorations from downtown.

Animal Control

- Housed 27 dogs and 1 cat
- Number of dogs adopted: 5
- Number of cats adopted: 0
- Number of dogs rescued: 3
- Number of cats rescued: 0
- Number of dogs reclaimed by owner: 4
- Number of cats reclaimed by owner: 0
- Number of dogs euthanized: 0
- Number of cats euthanized: 1
- Number of warnings given: 28
- Number of bite cases: 0
- Citations issued: 1

Recreation Department

YOUTH SPORTS:

Youth Basketball: The regular season of the youth basketball league concluded on January 2, 2024. Games were played 5 days per week using Calhoun Recreation and Calhoun Middle School gyms. A total of 87 games were played throughout the month. Basketball all-star meetings were held January 18 and 19. There will be 5 teams representing Calhoun Recreation Department in the GRPA 5th District Basketball tournaments beginning February 17. Calhoun Recreation Dept will be hosting the 9-10 Girls District tournament. We will also be hosting the 10th Annual United Way All-Star Basketball Warm-up tournament February 8-10, 2024.

Youth Baseball and Softball – Registration began January 9 and will go through Thursday February 22. Baseball and Softball assessments will be held February 24.

Spring Soccer – Registration for Spring soccer began January 9 and will go through February 8. Soccer assessments will be held February 12.

Spring Volleyball - Registration for Spring volleyball began February 5 and goes through March 1 with assessments on March 4.

Tennis – Adult Leagues in January – Winter Combo 18 & over and Over 40 leagues with 75 participants. Flex program has 100 participants.
CHS/CMS held tryouts and began practices – Monday through Friday 4:00pm – 6:00pm

EVENTS/PROGRAMS:

202.4 Walking Challenge- This is a free program for all ages. Participants will walk 202.4 miles before December 13, 2024. All that reach the goal will receive a t-shirt. There are currently 32 participants registered. Registration ends March 29, 2024

Adult Fitness Classes – New fitness classes started January 2. Classes are available on Monday, Tuesday and Wednesday each week with 2 Saturday classes each month.

Pickleball Classes – Pickleball classes are being offered on Tuesdays, Thursdays and Fridays throughout the month. January there were 29 participants. There are currently 25 participants in February.

PARKS/FACILITIES –

Grading has begun on the pickleball courts.

Soccer Fields were laid out and painted for Calhoun High School and Middle school practices.

Maintenance on equipment was started for spring season

All parks inspected – repairs scheduled as needed

Playgrounds inspected – repairs completed as needed

Field maintenance on baseball and softball fields

Mulched leaves through park as weather permitted

Serviced all equipment

WEBSITE USAGE –

CalhounRec.com

Sessions – 2,392

Users – 1,680

Page Views – 5,368

Posts – 13

Facebook

Post Engagements – 4,627

Reached – 8,982

Posts – 15

Page Views – 360

New Followers - 53

COMMUNITY INVOLVEMENT/PROFESSIONAL DEVELOPMENT

GRPA District Meeting – Woodstock – 3 staff members attended

UPCOMING EVENTS:

February 8-10, 2024 – Calhoun-Gordon County United Way All-Star Basketball Warm-up Tournament

February 17-20, 2024 – GRPA District Basketball Tournament -9-10 Girls – CMS Gym

February 17, 2024 – Arbor Day – Recreation Gym

March 16, 2024 – Miracle Run – 5k Fun Run – benefitting Camp New Adventure and Winners Club

3) **Downtown Development Authority**

No report for January, 2024.

D. Councilman Moyer submitted January reports as follows:

1) **Police Department**

- Made 741 cases with 3 DUI's
- Fines collected by Municipal Court - \$55,680
- Issued 404 warnings
- Investigated 47 highway accidents, 18 private property accidents
- Obstruction - 3
- Lethal Weapon Encounter - 5
- Alarm responses - 177
- Miles patrolled: 41,648

2) **Municipal Court**

- Total Court cases- 387
- Court cases dropped- 70
- Number of Bond forfeitures- 233
- Number of Probation cases- 14
- Failure to appear- 30
- Subpoenas served-3

3) Fire Department

Total Reported Calls for Service for the Suppression Division 2027

<i>Type of Dispatched Calls</i>	Number of Dispatched Calls
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<i>Structure Fires</i>	1
<i>Mobile Property Fire (Vehicle)</i>	2
<i>Natural Vegetation</i>	0
<i>Outside Rubbish Fire</i>	2
<i>Special Outside Fires</i>	0
Total Fire Calls	5

<i>Medical Assist Call</i>	7
<i>Rescue Emergency Medical Call</i>	126
<i>Mator Vehicle Accidents</i>	0
<i>Search for Lost Person</i>	0
<i>Water or Ice Related Rescue</i>	0
<i>Rescue / EMS Standby</i>	0
Total Medical Calls	133

<i>Flammable Gas or Liquid Condition Other</i>	0
<i>Combustible/Flammable Spills & Leaks</i>	1
<i>Chemical Release, Reaction, or Toxic Condition</i>	1
<i>Electrical Wiring / Equipment Problem</i>	4
Total Hazardous Conditions Incidents (No Fire)	6

<i>Water Problem</i>	1
<i>Unauthorized Burning</i>	1
<i>Person in Distress</i>	1
<i>Public Assistance</i>	0
<i>Total Service Calls</i>	3

<i>Dispatched and Canceled En-Route</i>	27
<i>Good Intent Call</i>	4
<i>Hazmat Release Investigation</i>	
<i>Wrong location or No Incident Found at Dispatch Location</i>	8
<i>Smoke Scare Odor of Smoke</i>	
<i>Steam Other Gas Mistaken for Smoke</i>	2
<i>CO Alarm Activation</i>	
<i>System or Detector Malfunction</i>	4
<i>Unintentional System / Detector Operation (No Fire)</i>	5
<i>False Alarm or False Calls Other</i>	10
<i>Total False Alarms or False Calls</i>	60

<i>Flood Assessment</i>	0
<i>Wind Storm Assessment</i>	0
<i>Severe Weather and Natural Disaster Calls</i>	0

Monthly Fire Suppression Activities and Accomplishments

Crews from CFD participated in the ceremony and send off procession for the National Guard unit.

Members attended the certification classes for Apparatus Operator and Aerial Apparatus Operator.

Fire Inspection – Public Safety Education – Code Enforcement Division

Inspections and Enforcement Activities

<i>Annual Inspections</i>	22
<i>New Business Inspections</i>	0
<i>Requested Inspections</i>	19
<i>Follow Up, Re-Inspections</i>	4
<i>Burn Site Inspections</i>	3
<i>Plan Review</i>	0
<i>Pre-Construction Meeting</i>	0
<i>Sprinkler Permits Issued</i>	0
<i>Fuel Tank Permit (Install, Removal, or Service)</i>	0
<i>Consultations</i>	16
<i>Illegal Burning Citations</i>	0
<i>Fire Extinguisher Classes</i>	0
<i>Fire Drills</i>	0
<i>Fire Prevention Programs</i>	0
<i>Zoning / Annexation Meetings</i>	0
<i>Total Inspection – Public Safety Education – Code Enforcement Activities</i>	64

Monthly Fire Inspections – Public Safety Education – Code Enforcement Division Activities and Accomplishments

- Inspections conducted inspection with State Fire Marshal at Exchange Apartment complex.
- McMahan investigated a Hyster fire at DHM on South River Street and addressed Fire Sprinkler system issues for the entire building complex with the building owner as a result of the fire call.
- Training and Inspections along with shift crew reviewed Apparatus (mainly aerial) accessibility at Exchange Apartment complex.

Training and Special Operations Division

Monthly Training Hours

<i>Company Training</i>	831.00
<i>Facility Training</i>	19.00
<i>Officer Training</i>	38.00
<i>Driver Training</i>	1088.00
<i>Specialized Rescue Training</i>	0.00
<i>Hazardous Materials Training</i>	29.00
<i>Medical Training</i>	2.00
<i>Fire Inspector Training</i>	0.00
<i>Fire Investigation Training</i>	0.00
<i>Fire and Life Safety Educator Training</i>	0.00
Total Monthly Training Hours	2007.00

2024 Annual Training Hours

<i>Company Training</i>	831.00
<i>Facility Training</i>	19.00
<i>Officer Training</i>	38.00
<i>Driver Training</i>	1088.00
<i>Specialized Rescue Training</i>	0.00
<i>Hazardous Materials Training</i>	29.00
<i>Medical Training</i>	2.00
<i>Fire Inspector Training</i>	0.00
<i>Fire Investigation Training</i>	0.00
<i>Fire and Life Safety Educator Training</i>	0.00
Total 2023 Annual Training Hours	2007.00

Monthly Training and Special Operations Team Accomplishments

- January 16th, 2024 – Held Recruit Class 23-07 Graduation
- January 18th, 2024 – Chief Nesbitt, Chief Mills, and Chief Saylor attended the NAFECO vendor demo to look at new technology and equipment for department.
- January 19th, 2024 – Completed NPQ Pumper Apparatus Operator Course. 5 members of the department completed this 72-hour national certification course.
- January 23rd, 2024 – Chief Nesbitt, Chief Mills, and Division Chief Saylor attended the Northwest Georgia Fire Chief's Association and Northwest Georgia Training Officer Association meetings in Rome Georgia.
- January 24th, 2024 – Completed Stop the Bleed training for Adventist Church. Had 39 members of the community attend this community education.
- January 26th, 2024 – Completed NPQ Aerial Apparatus Operator Course. 15 members of the department completed this 40-hour national certification course.
- January 29th, 2024 – Division Chief Saylor and Firefighter Hunter White attended the BRINC Drone Training provided by Gordon County Emergency Management Agency.
- January 30th, 2024 – Held new hire CPAT, had 3 applicants attend the event.
- January 31st, 2024 – Provided community CPR course for Calhoun Recreation, Gordon County Public Works, and Gordon County 911. 11 people were certified in AHA CPR.

Upcoming Important Training and Special Operations Activities

- February 1st, 2024 – Local Volunteer and Donation Management Course
- February 12th, 2024 – Calhoun Fire Department Basic EMT Course Begins
- February 13th, 2024 – New Fire Chief: Challenging Issues Course
- February 15th, 2024 – Hazardous Weather and Flooding Preparedness Course
- February 20th, 2024 – New Fire Chief: Administration Issues
- February 21st, 2024 – Continuity of Governmental Operations Course
- February 22nd, 2024 – New Fire Chief: Contemporary Issues
- February 27th, 2024 – Shaping the Future Course

4) Safety Committee

- No safety meeting was held and no inspections were given for the month of January.
 - Vehicle accidents: 1
 - Workers' compensation: 0

5) Revolving Loan

- The revolving loan fund currently has approximately \$350,000 available for business loans. The loans are based on job creation/retention. For more information contact City Hall.

7. Public Hearings and Comments

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 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. Public hearing of an annexation and zoning request of C-N for 0.61 acres, at a location of 198 Peters Street (041-257), by Jennifer King. The Zoning Advisory Board meeting was held on February 8th.

- Mayor Palmer opened the public hearing.
- City Administrator Worley gave the report on legal requirements and notices stating that all had been met.
- Councilmember Edwards gave the report on the Zoning Advisory Board stating the Board recommended approval of both the annexation and zoning.
- Mayor Palmer opened the floor for public comments.
- There being none, Mayor Palmer closed the public hearing and called for a motion concerning annexation request. Councilmember Edwards made a motion to approve the annexation request. Councilmember Palazzolo gave a second with all voting aye. Motion approved.
- Mayor Palmer called for a motion concerning the zoning request of CN. Councilmember Edwards made a motion to approve the zoning request. Mayor Pro Tem Moyer gave a second with all voting aye. Motion approved.

8. Other Hearings and Comments

9. Old Business

A. Mayor Palmer gave the second reading of an ordinance to amend certain sections of Part II – Code of Ordinances, Chapter 50 – Fire Protection and Prevention, Article III. – Fire Prevention Code to address the use and existence of per and polyfluoroalkyl substances (PFAS) chemicals in the environment and the hazards that have been studied and evaluated concerning the existence of these substances throughout the environment. The public hearing will be held on February 26th.

10. New Business

- A. Mayor Palmer gave the first reading of a zoning change request from Ind-G to C-2 for 1.56 acres located at 200 Union Grove Road, Parcel #C46-031, by First Family Group LLC. The Zoning Advisory Board meeting will be held on March 7th and the public hearing on March 11th.
- B. Mayor Palmer gave the first reading of an annexation and zoning request of R-1B for 0.341 acres located on Circle Drive (040-023), by Felipe Paez Martinez. The Zoning Advisory Board meeting will be held on March 7th and the public hearing on March 11th.
- C. Mayor Palmer gave the first reading of an annexation and zoning request of R-1B for 0.341 acres located on Circle Drive (040-023A), by Felipe Paez Martinez. The Zoning Advisory Board meeting will be held on March 7th and the public hearing on March 11th.

- D. Mayor Palmer gave the first reading of a sign variance request of 26.6 square feet (sf) in cabinet size, to vary from 8 sf to 34.6 sf, and a height variance request of 2' 4", to vary from a 6' height maximum to 8'- 4" height, located at 415 Curtis Parkway SE (C56A-027), by Patrick Silvia, Exchange Apartments. The Zoning Advisory Board meeting will be held on March 7th and the public hearing on March 11th.
- E. Mayor Palmer gave the first reading of a beer, wine and liquor package license request at a location of 920 North Wall Street, by Dilip Patel d/b/a Calhoun Liquor. Mr. Patel is transferring locations from 960 North Wall Street per City Code Section 6-53. The public hearing will be held on March 11th.
- F. Mayor Palmer gave the first reading of a beer and wine package license request at a location of 1402 US 41 South, by Mubashar Ali d/b/a Food Mart and Tobacco. Mr. Ali will also serve as the store manager. Eligible for a public hearing on March 11th.
- G. Mayor Palmer gave the first reading of a beer and wine pouring license request at a location of 427 Hwy 53 East, by Alexia Prasinios d/b/a Gondola Pizza. Ms. Prasinios will also serve as the store manager. The public hearing will be held on March 11th.
- H. Mayor Palmer stated that a motion was needed to allow him to sign an Agreement for Emergency Assistance with Electric Cities of Georgia. Utilities Administrator Ellis stated that the agreement is to update signatures and is otherwise the same as our current agreement. Councilmember Edwards made a motion to allow Mayor Palmer to sign the agreement. Councilmember Palazzolo gave a second with all voting aye. Motion approved.
- I. Mayor Palmer stated that a motion was needed to allow him to sign a Pole Attachment License Agreement with Crown Castle, for the use of the electric provider's poles, to be erected within certain rights-of-way within the City of Calhoun. Mayor Pro Tem Moyer made a motion to allow Mayor Palmer to sign the agreement. Councilmember Denmon gave a second with all voting aye. Motion approved.
- J. Mayor Palmer read a resolution to apply for recertification to remain a Certified City of Ethics. Councilmember Edwards made a motion to approve the resolution. Councilmember Palazzolo gave a second with all voting aye. Motion approved.
- K. Mayor Palmer stated that the DDA is requesting street closings in connection with the Annual BBQ Boogie & Blues Festival and Baxter/Dean Runway Show. The professional BBQ competitors will be in downtown to set up for the competition on Thursday, April 25, 2024. This will require that the short block of King Street between Court Street and Oothcalooga Street be limited access only starting Thursday morning. This block will remain closed until 9:00am on Sunday, April 28th. In addition to this short block closure, we request the section of Park Avenue from Harlen Street to Hicks Street be closed/limited access only from Friday afternoon at 2:00pm until midnight on Saturday, April 27th. We request the section of Oothcalooga Street from Wall Street to River Street be closed/limited access only from Friday afternoon at 2:00pm until midnight on Saturday, April 27th. We request permission to close the section of Court Street from King Street to Wall Street on Friday, April 26th from 2:00pm until midnight on Saturday, April 27th. Councilmember Denmon made a motion to approve the request, pending GDOT approval. Councilmember Palazzolo gave a second with all voting aye.

11. Other Written Items Not on the Agenda

12. Work Reports

- A. Paul Worley, City Administrator yielded his time to Chief Pyle for a presentation. Chief Pyle asked Major Ken Carson to join him at the podium and read order number 23-02-2024, promoting Major Carson to the position of Lieutenant Colonel, effective immediately. Chief Pyle noted this position held authority over the Police Department, second only to the Chief of Police. Lieutenant Colonel thanked Chief Pyle, Mayor and Council and City Administrator Worley for the opportunity.
- B. Kyle Ellis, Utilities Administrator
- Mr. Ellis recognized Mark Williamson, a Calhoun Utilities employee retiring this week with 32 years of dedicated service as the Superintendent of Water and Wastewater Construction.
 - Mr. Ellis requested a 90-day moratorium related to design, review and permitting of residential developments requiring sanitary sewer lift stations. The moratorium would give the Engineering Department the ability to revise necessary development policies and specifications to provide guidance related to the approval of residential developments that cannot be served by gravity sewer, and thus requiring a lift station. City Attorney Govignon stated the moratorium would be specific to residential developments. As our systems expand it is important to determine gravity flow versus lift stations. When lift stations are built the city ends up serving, and possibly replacing them. New regulations will require developers to expand the sewer system beyond their development when lift stations are involved. Councilmember Palazzolo made a motion to approve the moratorium. Mayor Pro Tem Moyer gave a second with all voting aye. Motion approved. The moratorium is set to expire on May 12, 2024.
- C. George Govignon, City Attorney had nothing to report.

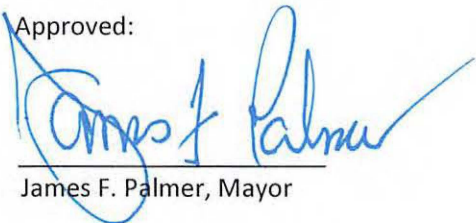
13. Motion to move to Executive Session, if needed

14. Motion to return to General Session

15. Motion to Adjourn

There being no other business to come before the Council, Councilmember Moyer made a motion to adjourn. Councilman Denmon gave a second with all voting aye. The motion was approved and the meeting adjourned at 7:47 p.m.

Approved:


James F. Palmer, Mayor

Submitted:


Sharon Nelson, City Clerk

**STATE OF GEORGIA
COUNTY OF GORDON
CITY OF CALHOUN**

A RESOLUTION OF THE MAYOR AND COUNCILMEMBERS FOR THE CITY OF CALHOUN, GEORGIA, FOR THE PURPOSE OF ENACTING A TEMPORARY EMERGENCY MORATORIUM ON THE ACCEPTANCE OF APPLICATIONS FOR ZONING APPROVALS, BUILDING PERMITS, LAND DISTURBANCE PERMITS, AND ANY OTHER APPROVALS OR PERMITS SOUGHT FROM THE CITY OF CALHOUN REGARDING EXPANSION OF THE EXISTING SEWER INFRASTRUCTURE INTO NEWLY ANNEXED AREAS FOR RESIDENTIAL DEVELOPMENT MANDATING THE USE OF LIFT STATIONS RATHER THAN GRAVITY TO GENERATE FLOW AND AS MORE PARTICULARLY DESCRIBED BELOW.

WHEREAS, the Mayor and Councilmembers ("the municipal governing authority") for the City of Calhoun, Georgia ("the City") in the exercise of their sound discretion has determined that it is in the interest of public safety to examine the existing ordinances and building codes to determine whether revisions are necessary to regulate the future expansion of the municipal sewer system for residential developments that requires the use of a lift station to generate flow rather than gravity for sewer service flow; and

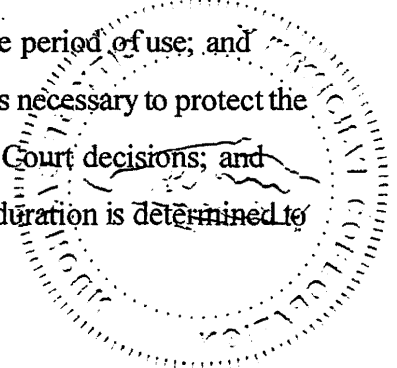
WHEREAS, the an increased demand for the expansion housing in Gordon County by residential developers and the decreased size of planned lots that mandate connection to the municipal sewer system in lieu of the necessary lot size and testing for percolation to facilitate sewer disposal by septic tank; and

WHEREAS, utilities officers for the City of Calhoun Utilities have called for a review of the applicable municipal regulations, policies and procedures pertaining to further expansion of the municipal sewer system into previously unserved territories located within unincorporated Gordon County that call for the use of lift stations; and

WHEREAS, the municipal governing authority has determined that additional evaluation is necessary to determine if the existing ordinances, policies and procedures for future sewer system expansion provide sufficient safeguards to protect the public and property without the use of lift station technology to serve only a particular development rather than expansion of the infrastructure to allow for a gravity fed system without the need for equipment of a finite period of use; and

WHEREAS, adopting this moratorium as an emergency provision is necessary to protect the public welfare and is further in accord with established Georgia Supreme Court decisions; and

WHEREAS, the proposed moratorium duration is 90 days, which duration is determined to



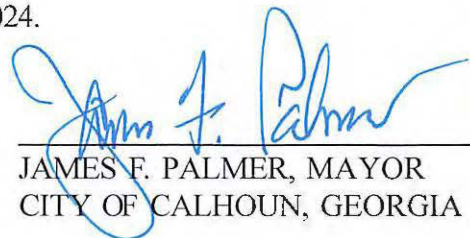
be the minimum adequate time to review the present policies, procedure and municipal code concerning expansion of the municipal sewer system for residential development by use of lift stations, consider changes to the municipal code, advertise and hold public hearing(s) required by law, and adopt said changes;

NOW THEREFORE IT IS HEREBY RESOLVED, by virtue of the authority vested in the municipal governing authority by law, that a moratorium is temporarily established as follows:

1. This moratorium is enacted for temporary and emergency purposes only, and shall be in effect through and including 90 days from its adoption, or until it is repealed, revoked or modified, whichever occurs first.
2. This moratorium applies to all applications for any permit approval or issuance required for the construction, expansion or operation of new multiple home residential development that shall be served by employment of a lift station rather than gravity for system flow.
3. Neither the City nor any of its staff or departments shall accept applications for zoning approval, building permits, land disturbance permits, conditional use, or any other approvals or permits, or process or issue any decisions on any applications filed after the execution of this moratorium regarding sewer expansion by lift stations.
4. No action taken by any person or entity during this temporary moratorium shall serve to vest rights to develop or operate any high hazard occupancies.
5. Previously approved high hazard occupancies and decisions on pending applications that were previously filed shall not be prevented by this moratorium or from operating under and consistent with the prior approval.

This Resolution is effective upon adoption, the welfare of the City of Calhoun, Georgia requiring it.

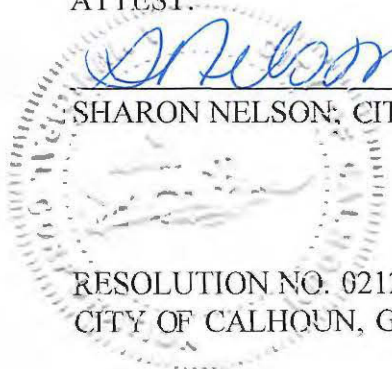
SO ADOPTED, this the 12th day of February, 2024.



JAMES F. PALMER, MAYOR
CITY OF CALHOUN, GEORGIA

ATTEST:


SHARON NELSON, CITY CLERK



CITY OF CALHOUN
CALHOUN, GEORGIA

RESOLUTION

WHEREAS, the Board of Directors of the Georgia Municipal Association has established a Certified City of Ethics program; and

WHEREAS, the City of Calhoun wishes to be recertified as a Certified City of Ethics under the GMA program; and

WHEREAS, part of the recertification process requires the Mayor and Council to subscribe to the ethics principles approved by the GMA Board;


NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Calhoun, Georgia that as a group and as individuals, the governing authority subscribes to the following ethics principles, as defined in GMA's "Model Code of Ethics for Georgia City Officials," dated September 1999, and pledges to conduct its affairs accordingly:

- Serve Others, Not Ourselves;
- Use Resources With Efficiency And Economy;
- Treat All People Fairly;
- Use The Power Of Our Position For The Well Being Of Our Constituents;
- Create An Environment Of Honesty, Openness And Integrity.

Adopted this the 12th day of February, 2024.

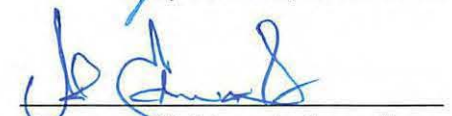
City of Calhoun, Georgia

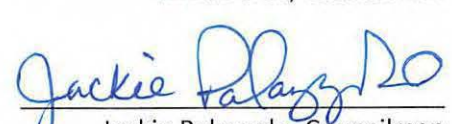
By:


James F. Palmer, Mayor

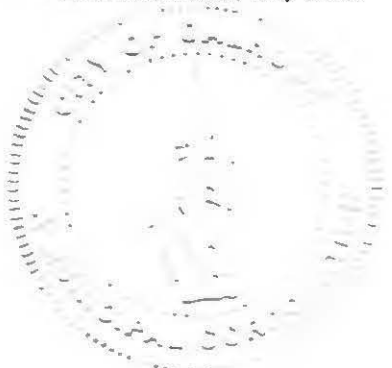

Ed Moyer, Mayor Pro Tem


Ray Denmon, Councilman


Al Edwards, Councilman


Jackie Palazzolo, Councilman

Attest: 
Sharon Nelson, City Clerk



1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for the company's financial health and for providing reliable information to stakeholders.

2. The second part of the document outlines the specific procedures for recording transactions. It details the steps from identifying a transaction to entering it into the accounting system, ensuring that all necessary details are captured.

3. The third part of the document addresses the issue of reconciling accounts. It explains how to compare the company's records with bank statements and other external sources to identify and resolve any discrepancies.

4. The fourth part of the document discusses the role of internal controls in preventing errors and fraud. It highlights the importance of segregation of duties and regular audits to ensure the integrity of the financial data.

5. The fifth part of the document provides a summary of the key points discussed and offers recommendations for improving the accounting process. It suggests implementing new software and training staff to enhance efficiency and accuracy.

Handwritten notes and signatures in the bottom left corner, including the name "John Doe" and a date "10/26/2023".

