



**CITY COUNCIL MEETING
JUNE 8, 2020 - 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: Paul Worley, City Administrator; Larry Vickery, Utilities Administrator; Sharon Nelson, City Clerk; George Govignon, City Attorney; Tony Pyle, Police Chief; Lenny Nesbitt, Fire Chief.

1. **Council Meeting Called to Order**

Welcome

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

Invocation

Mayor Pro Tem Crowley 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**

Councilwoman Palazzolo made a motion to approve the proposed agenda. Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.

4. **Amendment or Approval of Minutes**

Councilman Edwards made a motion to approve the minutes of the City Council meeting of May 18, 2020. Councilman Denmon gave a second with all voting aye. Motion approved.

5. **Mayor's Comments**

- A. Mayor Palmer announced that the second public hearing of the Fiscal Year July 1, 2020 through June 30, 2021 Annual Operating Budget and Capital Plan will be held at tonight's meeting and will be eligible for adoption at the June 22nd meeting.

6. Council Comments

A. Councilwoman Palazzolo submitted May reports as follows:

1) Water and Sewer Operations

Water Treatment Plant

- Total gallons withdrawn: 313,250,000
- Daily average: 10,104,838
- Wells: 48,540,000
- Big Springs: 78,510,000
- % produced by Brittany Drive: 40.5%
 - Brittany Dr. daily production to capacity: 34.73%
 - Mauldin Rd. daily production to capacity: 37.54%
 - Rainfall for November – 4.00”

Waste Water Treatment Plant

- Treated a daily average of 4.509 MGD, with an average BOD effluent of 3, average suspended effluent of 11, and an average COD of 65.

Water Distribution & Wastewater Collection

- 267 work orders completed, 16 new water connections, 22 water service leaks repaired, 9 water main leaks repaired, 138 meter changes, 39 utility locates called in for work orders, 494 utility locates responses.
- 3,200 feet of Sanitary Sewer Services TV inspected, 374 utility locates completed, 10,200 feet sanitary sewer lines cleaned, 9 new sewer connections installed, 2 sanitary sewer services repaired.

2) Water and Sewer Construction

- 319 Grant Lynn Creek Project- Currently in the planning phase.
- The two inch galvanized line replacement continues utilizing city forces.
- S.R. 156 Water Main Relocation (GDOT/ RR Bridge Replacement @ Ranger) – Water line has been installed and tested under new bridge and roadway. Contractor still needs to connect both ends of the new main to water system.
- Ranger 12” Water Transmission Main –All pipe has been installed and tested. Contractor working on final cleanup.
- New 2.0 Million Gallon Tank on Pittman Road – Project is 100% complete. Waiting on Transmission Main Project completion to put tank in service.
- Peters Street Phase II Water and Sewer Relocations – Water relocation is approximately 98% complete. Sewer relocation is 100% complete.
- Hwy 41 South Sewer Extension – All pipe has been installed and tested. Contractor working in final cleanup.
- Georgia Cumberland Academy Force Main & Lifts Station Project- The low bidder for the project has been awarded to UWS. Contracts have been sent and executed.

Projects in Design & Development

- South Interceptor Flow Study
- Brittany Drive Standby Generator Grant Application
- Buc-ee's Water Line Relocation on Johnson Lake Road

3) **Library**

- There are 11,410 library card holders, 0 library visitors, and 0 total circulation.
- There were 0 story time attendance, 0 adult program attendance, 2 new users, 952 e-books, 900 audio books, 0 computer logins, and 9,595 Facebook visits.

B. Councilman Edwards submitted May reports as follows:

1) **Police Department**

- Made 33 cases with 2 DUI's
- Fines collected by Municipal Court - \$15,518
- Issued 22 warnings
- Investigated 17 highway accidents, 21 private property accidents
- Obstruction - 7
- Lethal Weapon Encounter - 2
- Alarm responses - 194
- Miles patrolled: 39,177
- Accident Responses: 80
- Accident Injuries: 18

2) **Municipal Court**

- Total Court cases- 0
- Court cases dropped- 0
- Number of Bond forfeitures- 0
- Number of Probation cases- 0
- Failure to appear- 0
- Subpoenas served- 0

3) **Fire Department**

Fire Suppression Division

156 Total reported calls for service for the Suppression Division

Dispatched Calls

- 6 Fire Incidents (\$108,300.00 in Estimated Fire damage)
- 0 Overpressure Rupture, Explosion, Overheat (NO FIRE)
- 84 Emergency Medical Services / Rescue (Injuries, Medical, or Fatality)
- 6 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)

- 53 Good Intent Calls (Smoke / Odor check; Investigation of Unknown Problem)
- 3 False Alarms or False Calls
- 0 Severe Weather & Natural Disaster
- 0 Special Incident Type (Citizen Complaint; Other)

Additional Fire Department Activities

- Completed routine Dept. maintenance and duties.
- Continued Participating in meetings on Covid-19 response protocols and issues with local agencies (by video conference).

Training Division

CFD completed 860 Total Man Hours of training during the month.

Training consisted of:

Firefighter Survival
 Fire Attack with Search and Rescue efforts
 Officer Training
 Hoseline Deployment and Loads
 Pump Operations
 Water Rescue Boat Operations with Bartow County Fire through Tow Boat US

Fire Inspections - Public Safety Education - Code Enforcement Division

61 Total Reported Activities / Inspections completed during the month.

Inspections / Enforcement

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

Additional Inspection - Public Safety & Codes Division Activities

Fox attended board meetings at the George Chambers Center.

4) Safety Committee

- The safety committee did not meet in the month of May.
 - Vehicle accidents: 0
 - Workers compensation: 1

C. Councilman Denmon submitted May reports as follows:

1) **Public Works**

Street Department

1. Completed 28 shop and 17 street dept. work orders.
2. Installed 6 new street signs.
3. Hauled topsoil to the cemetery for stockpile.
4. Repaired storm drains in Saddle Brook and on Jolly Road.

Cemetery Department

1. Performed routine maintenance on Fain and Chandler cemetery.
2. Supervised the opening and closing of 5 grave sites.
3. Sold 13 new grave space.

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. Put up banners at the depot.

Animal Control

- Housed 8 dogs and 3 cats
- Number of dogs adopted: 0
- Number of cats adopted: 0
- Number of dogs rescued: 6
- Number of cats rescued: 3
- Number of dogs reclaimed by owner: 1
- Number of cats reclaimed by owner: 0
- Number of dogs euthanized: 0
- Number of cats euthanized: 0
- Number of warnings given: 10
- Number of bite cases: 0
- Citations issues: 0

2) **Recreation Department**

1. **FACILITY RE-OPENINGS:**

The following facilities are opened to public

Tennis Center – opened May 18

Swimming Pool – opened May 26 with 3 sessions per day and limit of 25 participants per session

The City Bark Dog Park – opened May 26

June 1

Baseball/Softball and Soccer fields opened for scheduled practices.

Teams must have permit and the practice field guidelines.

Playgrounds opened

2. PARKS/FACILITIES:

The following tasks were completed throughout the month of March:

- 1-daily upkeep of park – trash, mowing, weeding
- 2-drag ball fields weekly
- 3-maintenance of pool – daily
- 4 –trim tree limbs throughout park
- 5-edged all baseball/softball field infields
- 6-bush hogged throughout park where needed
- 7-pressure washed pool alley, Ratner pavilion, and softball complex building
- 8- lawn mower and tractor maintenance
- 9-replaced cross ties at playgrounds
- 10-inspected playgrounds
- 11-cleaned and sanitized park benches and picnic tables daily
- 12-cleaned and sanitized gym and Tennis center

Facility Rentals:

All rentals were cancelled for the month

3. PROGRAMMING:

- 1- Adult Softball league will begin play June 15.
- 2- Summer Camp – 4 weeks of camp are scheduled following CDC guidelines for operating Summer Camps. The first week of camp is scheduled for June 15.
- 3- Throughout the month interactive games and crafts were posted on our Facebook page for the Community to participate.

4. WEBSITE USAGE:

CalhounRec.com	Facebook
Page Views – 2,147	Reach -12,752
Sessions – 892	Post Engagements – 2,817
Posts - 15	Posts – 15
Users – 713	Page Views - 470

5. PARKS/FACILITIES:

The following tasks were completed throughout the month of March:

- 1-daily upkeep of park – trash, mowing, weeding
- 2-drag ball fields weekly
- 3-maintenance of pool – daily
- 4 –trim tree limbs throughout park
- 5-mulched all flower beds
- 6-windscreen repair on tennis fences as needed
- 7-pressure washed softball tower and Ratner pavilion
- 8-cleaned and sanitized park benches and picnic tables daily
- 9-cleanded and sanitized gym and Tennis center

Facility Rentals:

All rentals were cancelled for the month. \$245.00 was refunded to those that had rented pavilions or indoor rentals at Recreation Center.

6. WEBSITE USAGE:

CalhounRec.com	Facebook
Page Views – 1,265	Reach -5,535
Searched – 2,546	Post Engagements – 3,594
Posts - 28	Posts - 33
	Page Views - 59

3) Downtown Development Authority

The DDA held their regular scheduled meeting. The Historic Preservation Commission approved one sign request. The Farmer’s Market has started. It is every Monday through September in the Depot parking lot from 10-2. 103 & 105 Court Street have been purchased. The new owner is currently doing rehabilitation to the building. When he is finished he will be opening up When I Was A Child Antique Store. Twenty-two downtown businesses applied and were awarded the PPP loan from the federal government. All retail and restaurants are open and continuing to offer curbside pickup and dine in options. The DDA is encouraging everyone to shop local.

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

1) Electric Department

- Construction continues on the new residential construction in Madison Garden on Beamer Road and Willow Brook phase 2 on Dews Pond Road, and the new 3,000 amp service for DHM Adhesive on River Street.
- Electrical Engineering continues on the 42 lot Waterside Subdivision on Dews Pond Road and the Gordon County Annex Expansion.

WORK ORDERS IN PROCESS OR COMPLETED FOR MAY:

• NEWLY CREATED	60
• COMPLETED AND CLOSED	65
• CONSISTING OF:	
• CAPITAL CONSTRUCTION	14
• STREET AND SECURITY LIGHTING-	14
• DISTRIBUTION MAINTENANCE	9
• OUTAGES / TROUBLE CALLS	13
• WORK FOR OTHER DEPARTMENTS	15

• NEW METER SETS	5
• METER MAINTENANCE/REPLACEMENT	12
• Electric Locate Tickets Processed-	244

City of Calhoun's Electrical load for May 2020 is estimated to be about 29 million kilowatt hours (kWh's). This is about 8 million more than last month and about 5 million kWh's less than May of 2019. Actual numbers will be released around June 19th.

2) **Telecommunications**

- Installed internet service for two new customers, started construction on another and have two customers pending installation.
- Disconnected one point-to-point circuit.
- Built a new server to manage certifications for applications.
- Built a new server to replace main file server to increase hard drive space. Working on configuration and final application verification.
- Work continues on new switch configurations, verifications and installation procedures.
- Midway through the month Telecom personnel ended COVID-19 work scheduled and returned to normal work hours.
- IT staff completed GBI Security Awareness Training required for Police Department Audit.
- Opened 16 and closed 13 work orders.

Geographic Information Systems

- Updated Police Department Special Needs map and data.
- Updated the 2020 zoning map.
- Generated usage reports for Electric Department
- Updated City and GIS web sites
- Generated Electric usage reports
- City employee GIS login statistics
 - Total logins – 1075
 - Top three layers accessed
 - Water – 514
 - Electric - 185
 - Metering – 90/Fire Dept. - 90
- GIS personnel returned to normal work hours midway through the month.

3) **Building Inspections**

- Issued 51 permits for an estimated cost of \$3,307,203, collected \$25,093 in permit fees. This included 18 new residential, 2 residential remodel, 1 commercial remodel, 5 residential plumbing, 5 residential electrical, 5 residential HVAC, 1 commercial HVAC, 2 commercial electrical, and 1 industrial electrical. 153 total inspections.

7. **Public Hearing 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. Second public hearing of the fiscal year 2020-2021 Annual Operating Budget and Capital Plan for the City of Calhoun. The budget adoption is scheduled for June 22nd.

- Mayor Palmer opened the public hearing.
- City Administrator Worley reported on legal requirements and notices stating that all had been met.
- Mayor Palmer gave the floor to City Administrator Worley for presentation of the FY21 proposed budget.
 - Mr. Worley began by thanking all department heads, Finance, and all those who participated in preparing the proposed budget for their efforts in presenting a balanced budget that does not require a tax increase. He stated they were close to having the proposed budget in February; however, after the pandemic they did have to come back and make some changes, cutting out \$700K in revenues and adding a 9.5% increase for health insurance. The budget includes a net of no new employees. He also notified council members that a 2% employee cost of living increase was included in the proposed budget; however, the City will watch for progression in revenues and add the increase at a later date. If progression does not occur we will not be able to do the increase.
 - Mr. Worley then gave an overview of the budget presentation by reviewing the General Fund revenue trends for the years 2008 through 2021 which showed the impact of the great recession of 2008. The City has a good diversity in revenues showing that property taxes are a small piece of the overall pie at 17% of budgeted revenues. Local Option Sales Tax has had a good uptick the last couple years. April LOST was down 3.6% compared with 2019 revenues. He did note that the numbers were very encouraging and have not decreased as much as originally expected. In reviewing Calhoun's millage rate of 2.60 he noted that it was more than three times lower than the average Georgia city millage rate of 8.62. He also gave an overview of taxes paid in the City of Calhoun versus the average Georgia city. The Calhoun City Schools tax levy is also very competitive when compared to other cities. Property tax over time has had a couple of small millage rate increases, but the bump in revenues is mainly due to increasing digest values. For expenses, Police, Fire, and Public Works consume 75% of the general fund budget with the remainder going to General Administration, Court Services, Community Services, Community Development, and

Transfers. Calhoun spends 8% of its annual budget on General Administration compared to an average of 21% in other cities. Calhoun's Public Safety budget is 56% compared to 36% in the average Georgia city. He also presented the overall budgeted expenses compared to the health insurance cumulative increases. Since 2012 the general fund budget has only increased 9.4% total. However, health insurance costs during this same time period have increased by 67.7%. An Employee Headcount slide was added to show the City's employee counts. In 2007 the population was 13,000 and the City employed 319 staff. In 2020 the population was 17,000 and the City employed 293 staff. This reflects an 8% decrease in employees since 2007 with a 30% increase in population; and speaks to the fiscal responsibility of the City. He did note that we will see an employee increase in the future as Calhoun continues to grow. Unemployment rates have steadily declined since the Great Recession. In February, 2020 the unemployment rate for Gordon County was 3.6%. After COVID-19 that number has increased to 12.7%. This spike is due to the Governor's Shelter in Place order, but is still lower than some counties who have unemployment rates as high as 21%. Next, Mr. Worley reviewed Calhoun Utilities noting that Sewer revenues were 12% of the budget at \$7.3M; Water was 25% at \$15.1M; Electric came in at 55% with \$33.8M budgeted; Telecom was at 2%, or \$1.2M; and the Internal Service Fund came in at 6% with a budget of \$3.5M. He then reviewed water treatment total yearly withdrawn numbers noting that in 2019 over \$3.9B gallons were withdrawn. Sewer flows show a slight decrease at \$5.5M for 2019 compared to \$6M in 2018. Electric KWH sold had a decrease from 2018 at \$431.4M to \$407.7M for 2019. Mr. Worley stated this was mainly due to challenges with industries and big users going out of business, such as Ingles, and the DHM industrial fire. He stated he felt that good things were happening that should bring this number back up. A couple of items mentioned were the new grocery store going into the building the former Ingles was in and some deals the Development Authority is working on that would provide increased electric usage. In closing Mr. Worley reviewed some of the 2018 SPLOST projects that are under development or have been completed recently including the new City dog park, new addition to the trail system, the boat ramp on HWY 136, and sidewalk replacements on River Street, South Wall Street, and East Line Street. He also presented site plans and drawings for the new Police Station and Recreation Maintenance Facility on McDaniel Station Road noting that these should be ready to bid out in a couple of weeks.

- Mayor Palmer opened the floor for any comments or questions concerning the proposed budget. There being none, Mayor Palmer closed the public hearing and reminded those present that the budget would be eligible for adoption on June 22nd.

8. Old Business

- A. Mayor Palmer gave the second reading of a beer package license, at a location of 1133 South Wall Street, by Alif 1133 Stores, Inc. The applicant, Qadratullah Hassan, will also serve as the store manager. The public hearing is scheduled for June 22nd.

9. New Business

- A. Mayor Palmer gave the first reading of the updated 2020 City of Calhoun Zoning Map. The first eligible date for a public hearing is June 22nd to allow for proper zoning procedure and advertising. Mayor Palmer thanked the GIS Department for their continued expertise in providing the map updates. Mayor Palmer called for a motion to set the public hearing for June 22nd. Councilman Denmon made the motion and Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.
- B. Mayor Palmer called for a motion to approve a resolution by the Calhoun City Board of Education authorizing the superintendent to expend funds from all funds for the month of July 2020 not to exceed one-twelfth (1/12) of the final amended budget for all funds for the fiscal year ended June 30, 2020, plus debt service and capital expenditures known to be due in July. He stated this was necessary due to the unapproved State budget and that the resolution is allowed by the State. Mayor Pro Tem Crowley made a motion to approve the resolution. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.
- C. Mayor Palmer stated that a motion was needed pertaining to GMA's slate of District 1 Officers for the FY 2020-2021. Councilman Edwards made a motion to approve the slate of District 1 officers as presented. Councilman Denmon gave a second with all voting aye. Motion approved.

10. Other Written Items Not on the Agenda

11. Work Reports

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

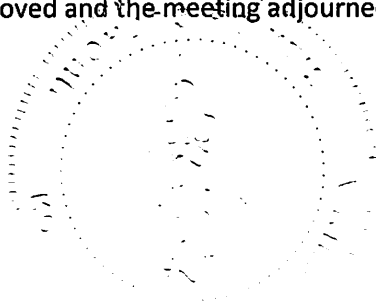
12. Motion to move to Executive Session, if needed

13. Motion to return to General Session


14. Motion to Adjourn

There being no other business to come before the Council, Mayor Pro Tem Crowley made a motion to adjourn. Councilwoman Palazzolo gave a second with all voting aye. The motion was approved and the meeting adjourned at 7:53 p.m.

Approved:



Submitted:


James F. Palmer, Mayor


Sharon Nelson, City Clerk

