



**CITY COUNCIL MEETING  
AUGUST 14, 2017- 7:00 PM  
109 SOUTH KING STREET  
DEPOT COMMUNITY ROOM**

**MINUTES**

PRESENT: James F. Palmer, Mayor  
Matt Barton, Mayor Pro Tem  
David Hammond, Councilman  
Al Edwards, Councilman  
Jackie Palazzolo, Councilwoman

ALSO: Eddie Peterson, City Administrator; Paul Worley, Assistant City Administrator; Sharon Nelson, City Clerk; George Govignon, City Attorney; Jeff Defoor, Director of Electric Utilities; Garry Moss, Police Chief; Lenny Nesbitt, Fire Chief; Todd Holbert, Battalion Chief; Jerry Crawford, Director of Water & Wastewater, and Kim Townsend, Calhoun Recreation Department 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 Barton made a motion to approve the August 14, 2017, agenda as presented. Councilman Edwards gave a second with all voting aye. Motion approved.

4. **Amendment or Approval of Minutes**

Mayor Pro Tem Barton made a motion to approve the regular minutes of the July 24, 2017, City Council meeting. Councilman Edwards gave a second with all voting aye. Motion approved.

5. **Mayor's Comments**

- A. Mayor Palmer recognized the Blue Barracudas and Coach Mike Beeler for their accomplishments at the GRPA District and State Swim meets, stating it was the Council's honor to honor them. He stated Calhoun had 60 swimmers qualify for the State Swim Meet, bringing back numerous awards, including the first place state trophy in the Class B division. Council members paused for a picture with the swim team.
- B. Mayor Palmer announced qualifying for the municipal general election will be held at City Hall, located at 226 South Wall Street, beginning at 8:30am on Monday, August 21, 2017 and ending at 4:30pm on Friday, August 25, 2017. The general election will be held on Tuesday November 7, 2017. The positions that are up for election are:
- 1) **Calhoun City Council Post #3**- Matt Barton, incumbent-Qualifying Fee \$252.00
  - 2) **Calhoun City Council Post #4**- David Hammond, incumbent-Qualifying Fee \$252.00
  - 3) **Calhoun City School Board Post #1**-Alvin Long, incumbent-Qualifying Fee \$1.00
  - 4) **Calhoun City School Board Post #2**-Rhoda Washington, incumbent-Qualifying Fee \$1.00
  - 5) **Calhoun City School Board Post #3**-David Scoggins, incumbent-Qualifying Fee \$1.00

Mayor Palmer noted the following important dates pertaining to the election:

- October 10<sup>th</sup> is the last day to register to be eligible to vote in the November General/Special Election.
  - October 16<sup>th</sup> is the first day to mail or issue absentee ballots. Early voting also begins on this date.
  - November 3<sup>rd</sup> is the last day to mail or issue absentee ballots.
- C. Mayor Palmer announced that voters will have the opportunity to continue the 1% Special Local Option Sales Tax by voting on the 2018 SPLOST, to be used for the purpose of funding capital outlay projects within the City including the continuation of the Peters Street project, numerous recreation projects, and other projects which will be listed on the ballot.
- D. Mayor Palmer announced that a Referendum to gain the input of the electorate of City of Calhoun pertaining to Charter amendments will be on the November 7<sup>th</sup> ballot for consideration. This will be a non-binding vote pertaining to limiting terms to two (2) terms for Mayor and three (3) terms for Council members, as well as changing the number of Council members from four (4) to six (6).

Councilman Hammond noted at this point that he was in favor of term limits and had stated numerous times that he would be the first person to step down from elected office if the Council got it on the ballot. He went on to announce that he would not be seeking re-election and that it had been his honor and privilege to serve with each person sitting at the table for three of his own terms and two years of past council member Dickey Shelton. He stated that it had been an honor to have this privilege and it

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meant a lot to him. He also gave regards to George Crowley, Ray Denmon, and Loraine Potts, the three other individuals he had served with in that time. He stated he appreciated anyone who stepped up to do the job and he looked forward to whatever the future of Calhoun is under the great leadership that this Council has provided.

6. **Council Comments**

A. Councilman Edwards submitted July reports as follows:

1) **Water, Sewer, and Engineering**

**Water and Sewer Systems Active Projects**

- The 2" Galvanized Line Replacement Project -The project as a whole is approximately 90% complete. Lewis Dr., Cindy Ln., Kirk Dr. off Peters Street are nearing completion. The last scheduled areas are Beamer Cir., Overland Dr., and Emory Ln. off Beamer Road.
- The new NPDES permit for the Wastewater Treatment Plant went into effect March 1, 2016. The chemical feed lines are under construction. As part of the new NPDES requirements, steps are underway to meet the storm water segment of the Watershed Protection Plan. We are currently investigating possibilities for a Section 319 grant for storm water improvements.
- The Nutrient Trading Monitoring Pilot Program – Year Two of the program is scheduled to begin August 11<sup>th</sup>.
- Wastewater Treatment Plant Motor Control Center Upgrades Phase II – MCC's are on site and installation is in progress and going very well.
- South Calhoun By-Pass Utility relocations- The section of water main along Union Grove Road is nearing completion. Crews are nearing completion on the area at Hwy 53 East. The remaining areas are US 41 and McDaniel Station Road.
- Pisgah Drainage Area Sewer Replacement – Bid opening was January 4, 2017. IPR Southeast is the contractor. The contractor is making good progress and should be finished with the project by late-August.
- Our maintenance department has completed painting of the interior of the Glassrock tank at a cost of approximately \$50,000. The lowest bid for this project was \$284,000. This tank will be put in service while the 6.0 MG Cook tank is offline for repairs.

**Water & Sewer Projects in Development**

- Airport Sanitary Sewer Relocation- Relocating approximately 4500 feet of sewer main to accommodate the airport expansion.
- S.R. 156 Water Main Relocation (GDOT/ RR Bridge Replacement @ Ranger) – Plans have been submitted to GDOT.
- North Wall Street and Redbud Road Intersection improvements- GDOT asked for and was given an estimate to relocate any utilities in conflict with the proposed project.
- Hwy 41 South at Lynn Creek (GDOT Widening Project) – Plans have been submitted to GDOT.

## **Projects in Engineering Conceptual Design**

### **Sewer**

- Blackwood Creek Trunk Sewer Replacement
- Yarborough Street Replacement Sewer
- Louise Ave., Cherry St., and Florence Ave. Sewer Replacement

### **Water**

- Bellwood Road Water Transmission Main
- Curtis Parkway Water Main
- Reeves Station Water Main (replacing existing 6" C. I. with an 8")
- Second Interconnect with Pickens County

## **2) Water Treatment Plant Facility**

- Total gallons withdrawn: 322,913,305
- Daily average: 10,416,752
- Wells: 134,829,305
- Big Springs: 0
- % produced by Brittany Drive: 41.7%
- Brittany Dr. daily production to capacity: 36.85%
- Mauldin Rd. daily production to capacity: 37.92 %
- Rainfall for May – 4.26"
- Due to the persistent drought, the Georgia Environmental Protection Division (EPD) has revised the current drought response to a Level 1 Drought declaration for Georgia (see Map). No additional watering restrictions have been issued above those already in place for the past several years. The City of Calhoun Water System does not have any type of water supply shortage! Outdoor watering as per the existing guidelines may continue under the Level 1 declaration. The existing outdoor restrictions and the Georgia Drought Response Map can be found at <http://www.cityofcalhoun-ga.com/public-notice-level-1-drought/>

## **3) Waste Water Treatment Plant Facility**

- Treated a daily average of 4.548 MGD, with an average BOD effluent of 3, average suspended effluent of 10, and an average COD of 39.

## **4) Water Distribution**

- 291 work orders completed, 11 new water connections, 40 water service leaks repaired, 17 water main leaks repaired, 17 water services changed to new main lines, 145 meter changes, 46 utility locates called in for work orders, 613 utility locates responses.

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**5) Waste Water Collection**

- 1,750 feet of Sanitary Sewer Services TV inspected, 329 utility locates completed, 4,800 feet sanitary sewer lines cleaned, 3 new sewer connections installed, 2 sanitary sewer services repaired.

**6) Police Department**

- Made 589 cases with 4 DUI's
- Fines collected by Municipal Court - \$38,699
- Issued 466 warnings
- Investigated 56 highway accidents, 28 private property accidents
- Escorts - 670
- Incident reports - 1,539
- Alarm responses - 297
- Miles patrolled: 60,430

**7) Municipal Court & Probation**

- Total Court cases- 412
- Court cases dropped- 63
- Number of Bond forfeitures- 202
- Number of Probation cases- 19
- Failure to appear- 29
- Subpoenas served- 20

**8) Fire Department**

**Fire Suppression Division**

177 Total reported calls for service for the Suppression Division

**Responses to Calls**

- 4 Fire Incidents (\$17,000.00 in estimated Fire damage)
- 1 Overpressure Rupture, Explosion, Overheat (NO FIRE)
- 107 Emergency Medical Services / Rescue (Injuries, Medical, or Fatality)
- 12 Hazardous Conditions Incidents (NO FIRE; Leaks, Spills, Electrical Hazards; All Other Hazardous Conditions without injuries)
- 2 Service Calls (Water Leak; Assist Other Agencies with Non Emergency Calls)
- 34 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**

- Completed all routine vehicle and station maintenance.

**Training Division**

CFD completed 365 Total Man Hours of training during the month.

**Training consisted of:**

- Training topics this month consisted of:
- Firefighter Survival
- Pump Operations
- Extrication Training
- (No classes week of the 4<sup>th</sup>)

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

95 Total Reported Activities / Inspections completed during the month.

**Inspections**

36	Annual Inspection
2	New Business Inspections
26	Requested Inspections
13	Follow Up, Re-Inspections
0	Burn Site Inspections
3	Plan Reviews
0	Pre-Construction Meetings
0	Sprinkler Permits Issued
0	Tank Permit (Install or Remove & System Service)
15	Consultations
0	Illegal Burning Citations

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

- Lt. Duvall attended the City Safety meeting and site inspection.
- Conducted a Fire Extinguisher class for Calhoun Healthcare employees.

**9)Building Inspections Department**

- Issued 45 permits for an estimated cost of \$543,939, collected \$6,569 in permit fees. This included 3 new residential, 2 residential remodel, 8 residential electrical, 10 residential HVAC, 2 new commercial, 2 commercial remodel, 4 commercial electrical, and 3 commercial HVAC. 135 total inspections.

B. Mayor Pro Tem Barton submitted July reports as follows:

**1)Electric Department**

- Construction continues on the Calhoun High School new STEM / COLA building.
- Construction continues on the new Holiday Inn Express.
- Construction continues New Aspen Dental Building.
- Pole replacement continues on New Town Road
- 8 new electric services were connected

**WORK ORDERS IN PROCESS OR COMPLETED FORJULY:**

• NEWLY CREATED	104
• COMPLETED AND CLOSED	93
• CONSISTING OF:	
• CAPITAL CONSTRUCTION	19
• STREET AND SECURITY LIGHTING-	20
• DISTRIBUTION MAINTENANCE	10
• OUTAGES / TROUBLE CALLS	18
• WORK FOR OTHER DEPARTMENTS	32
• NEW METER SETS	8
• METER MAINTENANCE/REPLACEMENT	8
• Electric Locate Tickets Processed-	214

Streamed Live: <https://www.youtube.com/watch?v=jGgykzR0Co0>

- The City of Calhoun's Electrical load for July is projected to be 42,000,000 kilowatt hours. This is about the same as last year and about 2 million more than last month. Actual numbers will be released later this week.
- **The August 21<sup>st</sup> Solar Eclipse is expected to affect solar units but not electric reliability.** The North American Electric Reliability Corporation or NERC and the Energy Information Administration or EIA, reported that **the electric grid is prepared for the eclipse.** According to NASA, this is the first time since 1918 that a total solar eclipse will traverse the whole country from coast to coast. **The path of totality will affect 17 utility scale and hundreds of smaller solar electric generators, with a loss of 4 gigawatts of generation capacity.** Calhoun will experience a partial solar eclipse of about 98% beginning about 1:00 P.M. with the maximum eclipse at 2:34. Eye damage can result from viewing the eclipse without proper eye protection. See the NASA Eclipse web site for viewing safety tips.

## 2) Telecommunications Department

### Telecommunications

- Added two new internet connections.
- Installed new 100 megabit, point-to-point service.
- Added 50 megabit of internet to existing customer service.
- Started splicing new, dark fiber run to the school systems new COLA building.
- Tested steps to upgrade billing server to support future billing software upgrades. Plan to complete the upgrade in August.
- Reconfigured power for all dual powered equipment at the CO to be split between two backup power generators.
- Ported 143 telephone numbers from the old PRI to the new IPFlex circuit. Scheduling two more sessions to complete number porting and cancelling the PRI circuit.
- New access system replacement project is 68% complete.
- Opened 23 and closed 21 work orders.

### Geographic Information Systems

- Updated GIS users' desktops to new ArcMap version.
- Setup new base station unit for Electric GPS
- Update city zoning map
- Entered system updates and meter data for Water maps
- Assisted with Water GIS Modeling Sessions
- Updated Fiber maps
- Updated Fire Department fire pre-plan for buildings
- Updated physical addressing, building, and billing information
- Updated City and GIS web sites



Streamed Live: <https://www.youtube.com/watch?v=jGgykzR0Co0>

#### **Downtown Development Authority**

- The DDA director attended a Business Engagement Committee meeting; a Young Professionals meeting; a Chamber of Commerce Booster Breakfast & DDA workshop. The HPC held their regularly scheduled meeting. There were three COA approvals. The DDA created a website for the community and tourists to enjoy. The website is <http://www.downtowncalhounga.com>.
- The DDA in conjunction with The United Way Young Leaders Society & Wall Street Grille are hosting Food Trucks & Friends on Friday, August 18<sup>th</sup> from 5:30-8 in the Depot Parking lot. There will be 5 food trucks, beer & wine and live music featuring Ben Honeycutt. The event is free to the community however; you will need to have cash or card to get food and drinks. The Farmer's Market is currently being held every Monday from 10-2 and Thursday from 2-7 until September 28<sup>th</sup>. The market has been successful and the DDA hopes to continue this partnership with the local farmers next year.

#### **4) Safety Committee**

- The safety committee met on July 6<sup>th</sup> and the topic was safety using prescriptions and over-the-counter drugs.
- A safety inspection was completed on July 11th at the Electric and Telecommunications Departments.
- Vehicle accidents: 1
- Workers compensation:3

C. Councilwoman Palazzolo submitted July reports as follows:

#### **1) Street Department**

- Completed 34 shop and 29 street dept. work orders.
- Installed 14 new street signs.
- Repaired potholes and utility cuts using approximately 66 tons of asphalt.
- Removed and replaced a large section of sidewalk on Park Avenue.
- Cut and removed a fallen tree on Woodrow Street.

#### **2) Cemetery Department**

- Performed routine maintenance on Fain and Chandler cemetery.
- Supervised the opening and closing of 9 grave sites.
- Sold 10 new grave spaces.

#### **3) Parks Department**

- The grounds crew picked up litter, hauled garbage to the dump, and maintained records at records room while mowing and weed eating downtown areas.
- The maintenance crew maintained designated buildings downtown.
- Installed covers over thermostats at the library.
- Trimmed bushes on North Wall Street.

4) **Animal Control**

- Housed 36 dogs and 27 cats
- Number of dogs adopted: 6
- Number of cats adopted: 0
- Number of dogs rescued: 15
- Number of cats rescued: 26
- Number of dogs reclaimed by owner: 5
- Number of cats reclaimed by owner: 0
- Number of dogs euthanized: 0
- Number of cats euthanized: 0
- Number of warnings given: 19
- Number of bite cases: 3
- Citations issues: 1

5) **Recreation Department**

1. **PROGRAMMING:**

**Youth Baseball and Softball** – The 9-10 All-Star Baseball team participated in the GRPA State tournament in Savannah – July 11-14, 2017 the team finished the tournament in 7<sup>th</sup> place.

**SWIM** –Sixty Barracudas advanced to the GRPA State Swim meeting in Tifton, Ga July 14-15.

The team finished in first place over all with the following finishes: 1<sup>st</sup> place – 7; 2<sup>nd</sup> place-19; 3<sup>rd</sup> place - 10; 4<sup>th</sup> place – 9; 5<sup>th</sup> place – 8; 6<sup>th</sup> place – 7; 7<sup>th</sup> place – 4; 8<sup>th</sup> place – 11.

**ADVENTURE CAMP** – Adventure Camp was held July 17-21 with 26 participants.

**TENNIS** –Adult league play throughout the month in Women’s 8.5, Women and Men 3.0, Women and Men 2.5, Men 3.5, Mixed 6.5; Winners Club June 20; Community Education Tennis

Camp had 50 participants; Winners Club – 15 participants Pickleball – Monday, Wednesday and Friday 1 court.

**FOOTBALL AND SOCCER** – Registration began July 10 for Youth Football and Cheerleading and  
July 17 for Soccer

2. **TOURNAMENTS -**

**GRPA STATE 7-8 BASEBALL COACH PITCH** – There were 8 teams that participated in the 4 day tournament July 11 – 14, 2017. Teams were from Gainesville, Clayton County, Cartersville, Bartow County, Rockmart, Gordon County and host Calhoun. A total of 365 visits were made to our facility during this event with an economic impact of \$25,675.00

**3. FACILITY USAGE:**

The following facilities were reserved throughout the month of June for Special Events:

Billy Bearden Recreation Center:

Meeting Room – 7 events    Ratner Pavilion – 2 events

Playground Pavilion -10 events    Pool – General Public/Camps – 2,454

Pool Parties – 7

**4. WEBSITE USAGE:**

CalhounRec.com

4,174 views, 7-posts; 1,899 - Searches

Facebook Page

5,307 – People reached; 2,605 engaged; 7 posts; 654– likes; 18 Shares

D. Councilman Hammond submitted July reports as follows:

**1) Northwest Georgia Regional Commission**

- **Workforce:** The Workforce Innovation and Opportunity Act provides education, training and employment opportunities for individuals in Northwest Georgia. The RDC works in a fifteen-county area that includes Bartow, Catoosa, Chattooga, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, and Whitfield counties. The Northwest Georgia Regional Commission administers the federally-funded program for the chief elected officials in our fifteen counties.
- **Area on Aging:** The Georgia Department of Human Resources has designated the Northwest Georgia Regional Commission as the Area Agency on Aging (AAA) and in this capacity, the RDC plans, coordinates and administers programs for older Georgians throughout the planning and service area. An Area Agency on Aging Advisory Council, which includes consumers, advises on senior programs. The provision of services is administered by the AAA through contracts with service-provider agencies. This program provides services such as meals on wheels, homebound clients, individuals suffering with memory loss, and care provider respite. These services are all available to citizens in Gordon County who need assistance.
- **Planning:** The Northwest Georgia Regional Commission assists member local governments with implementing the Georgia Planning Act of 1989. Local comprehensive plans address community needs and objectives for economic development, community facilities, natural and historic resources, housing, and land use. Plans must be updated every ten years.
- The NWGRC encourages counties and municipalities to work together to identify common problems and opportunities and to seek countywide solutions through joint plans. Local plans were used to develop a joint regional plan that identifies opportunities for counties and municipalities to work together on a multi-county basis. The Northwest Georgia Regional Commission has prepared a regional plan for the 15-county State Service Delivery Region 1.

Streamed Live: <https://www.youtube.com/watch?v=jGgykzR0Co0>

- The NWGRC also assists local governments with preparing solid waste management plans as required by the Georgia Comprehensive Solid Waste Management Act. These services are implemented in partnership with the Georgia Department of Community Affairs. Further information on planning in Georgia can be found on-line at [Georgia Planning.com](http://GeorgiaPlanning.com).

2) **Revolving Loan Fund**

- Local job creation program where City businesses are eligible to borrow \$15,000 per job created/retained if loan is approved.
- The program has resulted in 692 jobs created.
- 2% interest rate with a 50% match from another source required.
- There is currently \$970,934 available to be loaned.

Councilman Hammond stated that unemployment numbers fell back to 5.2% in July from the 4.9% in June, stating he felt this could be due to the closing of K-Mart. He stated these are the lowest numbers he had seen in the last 10 to 12 years. The regional rate for the 15 counties is 5%, the state rate is 4.8%, and the average wage in Gordon County is \$38,100.

Councilman Hammond also discussed the Northwest Georgia Regional Commission and the Updated Comprehensive Plan working on the biggest issues for this region, with the number one priority of finding diversity in manufacturing. The second priority will be replacing the 83% of our managers that will be leaving the workforce. The NWRDC wants to concentrate on how to reach out to the millennial generation. We saw a whole crop of young people here tonight who will step up and take over some of these positions. Calhoun and Gordon County, just like NWGRDC, is positioned in a great place to go forward.

3) **Library**

- The Calhoun-Gordon County Library is jointly funded by the Calhoun City Council and Gordon County Commissioners. It is an Authority made up of volunteer servants that are appointed by the governing bodies. The City currently owns the building, which was updated last year with SPLOST funds.
- For the month of July there were 11,038 library card holders, 5,769 library visitors, and 6,287 total circulations. There were 140 story time attendance, 34 adult program attendance, 132 digital new users, 190 e-books, 210 audio books, 1,159 computer logins, and 15,231 Website visits.
- Free Basic English classes are offered every Saturday from 10:00 AM to 12:00 Noon. Free child care is offered for those that are attending the Basic English classes.

4) **Tom B. David Airport**

- The Airport is an authority supported by both Gordon County and the City of Calhoun. The airport is the 7<sup>th</sup> largest permanent based aircraft airport in the state of Georgia. The six counties that have more aircraft have populations of 150,000 or greater, where Gordon County only has 56,000. The Airport is

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currently working on two projects: One is a \$5 million expansion of the commercial hanger bays to be used for jet aircraft. Leading Edge Consultants is working on the build out for commercial jet traffic. Ad valorem taxes in excess of \$130K per jet housed at the Airport are expected annually. A regional carrier has signed to bed two jets in Calhoun; the second project is a \$10 million taxiway which will give the Airport the ability to land and take off twice the amount of aircraft it currently does. This is 100% of federal dollars allocated to Georgia airports.

**7. Public Hearing and Comments**

Mayor Palmer announced 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. Variance Request - LIDL US Operations, LLC**

Mayor Palmer announced the public hearing of a building set back variance request of 15 feet, to reduce the minimum distance from 30 feet to 15 feet, at a location of GC56-229, at Erwin Street and South Wall Street, by LIDL US Operations, LLC. The Zoning Advisory Board met on August 10, 2017.

- Mayor Palmer opened the public hearing.
- City Administrator Peterson stated that all legal requirements had been met.
- Councilwoman Palazzolo gave the report on notices and Zoning Advisory Board stating that they were in favor of annexation and zoning per the request in a three to one vote, with her being the no vote. Councilwoman Palazzolo stated that her concern at the time was ensuring the surrounding neighbors would be considered when the plans were final. She stated that she also wanted to look at a previous variance that was denied on Erwin Street; however, after reviewing the denied variance it was not similar to this request. She stated she was also concerned about the future expansion of Erwin Street.
- Mayor Palmer opened the floor for comments from those in attendance.
- Terry Brumlow of 1287 Curtis Parkway, Calhoun, Georgia, Attorney for the applicant addressed Council members stating that his client respectfully request the Council table the variance request until the August 28, 2017 meeting of the City Council. He stated he was requesting the tabling of the item to allow time to address requests for additional information, to speak with adjoining land owners, and to allow sufficient time for the Council to make inquiries regarding the potential for needed street improvements.

Streamed Live: <https://www.youtube.com/watch?v=jGgykzR0Co0>

- Mayor Pro Tem Barton made a motion to table the item until the August 28, 2017, meeting of the City Council. Councilman Edwards gave a second with all voting aye. Motion approved.

8. **Old Business**

None

9. **New Business**

A. **Annexation & Zoning Request – Judy Curtis**

Mayor Palmer gave the first reading of an annexation and zoning request of R1-B for .17 acres, at a location of 108 Yarbrough Street, by Judy Curtis. The Zoning Advisory Board meeting is scheduled for September 7, 2017. The public hearing is scheduled for September 11, 2017.

B. **Annexation & Zoning Request – Maria Fitz Solis**

Mayor Palmer gave the first reading of an annexation and zoning request of R-1 for .83 acres, at a location of 113 Peters Street, by Judy Maria Fitz Solis. The Zoning Advisory Board meeting is scheduled for September 7, 2017. The public hearing is scheduled for September 11, 2017.

C. **Annexation & Zoning Request – Israel Vazquez**

Mayor Palmer gave the first reading of an annexation and zoning request of R-1 for 1.04 acres, at a location of 117 Peters Street, by Judy Israel Vazquez. The Zoning Advisory Board meeting is scheduled for September 7, 2017. The public hearing is scheduled for September 11, 2017.

D. **Zoning Request – Haley Stephens**

Mayor Palmer gave the first reading of a zoning request of R-2 for 1.95 acres, at a location of 203 Edmond Street, by Haley Stephens. The Zoning Advisory Board meeting is scheduled for September 7, 2017. The public hearing is scheduled for September 11, 2017.

E. **Variance Request – Haley Stephens**

Mayor Palmer gave the first reading of a zoning request of R-2 for 1.95 acres, at a location of 203 Edmond Street, by Haley Stephens. The Zoning Advisory Board meeting is scheduled for September 7, 2017. The public hearing is scheduled for September 11, 2017.

F. **Variance Request – Stephen J. Smith**

Mayor Palmer gave the first reading of a variance request of 10 feet, to reduce the minimum distance from 20 feet to 10 feet, at a location of 127 Oakhurst Terrace, NE, by Stephen J. Smith. The Zoning Advisory Board meeting is scheduled for September 7, 2017. The public hearing is scheduled for September 11, 2017.

**G. Calhoun Recreation Commission Reappointment**

Mayor Palmer read a request for the re-appointment of Todd Holbert to the Calhoun Recreation Commission. Mr. Holbert's term expired on June 30<sup>th</sup>, 2017. The appointment is to serve another six year term beginning July 1, 2017 and ending June 30, 2022. Councilman Hammond made a motion to approve the re-appointment. Mayor Pro Tem Barton gave a second with all voting aye. Motion approved.

**H. DDA Road Closure Request – Harvest Fest 2017**

Mayor Palmer read a request by the Downtown Development Authority to close Park Avenue from Harlan Street to Hicks Street; and, Court Street from Wall Street to King Street for Harvest Fest 2017. This is the typical festival area. Closing times would be from 8 am until 6 pm, Saturday, October 28, 2017. Councilman Edwards made a motion to approve the request subject to DOT approval. Councilman Hammond gave a second with all voting aye. Motion approved.

**I. Calhoun Recreation Department Purchase Request**

Mayor Palmer read a request by the Calhoun Recreation Department to use funds from the Recreation Hotel-Motel Tax Fund for windscreens for the Tennis Center; and, security cameras for the Recreation Center and Pool/Shop area. The low bid for the windscreens is \$8,782.20; the security cameras will be between \$2,000 and \$2,500. Councilman Hammond made a motion to approve the purchase, allowing the funds to be taken from the Recreation Hotel-Motel Fund. Councilwoman Palazzolo gave a second with all voting aye. Motion approved. City Administrator Peterson mentioned that we currently have \$83,000 in the fund, \$125,000 in the DDA Hotel-Motel Fund, and \$92,000 in the two City of Calhoun accounts. Mayor Palmer noted that Hotel-Motel tax monies had been used to resurface the pool and deck and has been very beneficial to our community.

**J. Intergovernmental Agreement – Calhoun Fire Department Training Center**

Mayor Palmer stated that a motion was needed to approve/deny an Intergovernmental Agreement for Joint County and Municipal Departmental use of the City of Calhoun Fire Department Training Center. The initial period is not to exceed twenty-four months. Mayor Pro Tem Barton made a motion to approve the Agreement. Councilwoman Palazzolo gave a second with all voting aye. Motion approved. Chief Nesbitt stated the City has had the training center for almost four years now and will be useful for many years to come.

**K. Confiscated Assets Purchase**

Mayor Palmer read a request from the Calhoun Police Department to purchase a 2015 Dodge Journey from Calhoun Auto Outlet, Inc. The vehicle will be utilized by a Detective. The purchase price is \$14,500.00, to be paid with Confiscated Assets. Councilman Hammond made a motion to approve the purchase request. Mayor Pro Tem Barton gave a second with all voting aye. Motion approved.

**L. Probation Services Agreement**

Mayor Palmer stated a motion needed for the renewal of the Probation Services Agreement between the Judge of the Municipal Court of the City of Calhoun and Supervision Services, Inc. due to new statutory requirements put out by the State. The term of the agreement is one year, with automatic renewal for an additional four years, unless otherwise terminated in accordance with the contract provisions. Mayor Pro-Tem Barton made a motion to approve the Agreement. Councilman Edwards gave a second with all voting aye. Motion approved.

**M. Beer Pouring License-World of Wings**

Mayor Palmer gave the first reading of a beer pouring license request by Suhel Merchant D/B/A World of Wings, at a location of 171 West Belmont Drive, Suite 7. The proposed store manager will be named prior to the public hearing, scheduled for September 11, 2017.

**N. MCC Replacement Project – Change Order 3**

Mayor Palmer read the recommendation by Calhoun Utilities Water & Wastewater Director, Jerry Crawford, for the award of Change Order number three (3) for the MCC Replacement Project. The change order is in the amount of \$79,600, to be paid with SPLOST funds. Assistant City Administrator Worley stated this would be expanding our current scope of work with the contractor that is on-site currently at the sewer plant. The contractor is Rehab Construction Company, Inc. Mr. Worley stated the Company has done quality work up to this point. Phase one of the Motor Control Replacements has been completed. We are currently in Phase two and this request is just adding a little bit more in to Phase two to coincide with some additional improvements to one of the buildings there. We will be replacing some pumps, and Jeff Defoor will be helping out with some electrical work and we would like to add this work in from a logistics standpoint to this Phase (2) of this project. Councilman Hammond made a motion to approve the change order. Mayor Pro Tem Barton gave a second with all voting aye. Motion approved.

**O. Pisgah Area Sewer Line Replace Project - Change Order 2**

Recommendation by Calhoun Utilities Water & Wastewater Director, Jerry Crawford, for the award of Change Order number 002 the Pisgah Area Sewer Line Replacement Project. The change order is in the amount of \$403,000. Mayor Palmer stated that this is from a GEFA loan that is in place that has \$403,000 remaining on the loan that can be used to upgrade the project. Assistant City Administrator Worley stated that we have been very pleased with this Contractor. We have run in to a lot of complications with the age of the infrastructure we are dealing with but we have been able to overcome those and are very pleased with the work that has been done to this point. We will be able to add about 2500 feet to replace very old, aging sewer lines including Fain Street, Woodlawn Avenue, a section of College Street, and Chandler Street. We



Streamed Live: <https://www.youtube.com/watch?v=jGgykzR0Co0>

think this would be a good additional use of those funds to continue our progress of rehabbing the sewer in this area. Councilman Hammond stated he had a minimal amount of calls regarding disruption or frustration. Mr. Peterson stated that he felt this was mainly due to the pipe bursting process the contractor uses. The process costs a little more but is worth it. Water Sewer Director Jerry Crawford stated that what makes this different is threading a piece of equipment through the existing sewer and then pulling another piece of equipment through the pipe, which expands it, and then pulling a new pipe inside that. The only excavation is going in to tie in those services. The excavation is a much smaller excavation versus the entire length. They also strive to do the work during off-peak hours. This is new technology used initially in the downtown area during the first streetscape. This creates a sewer that will last many, many, many years. Mayor Pro Tem Barton thanked our crews for adjusting their schedules to accommodate the night time repairs. Mayor Pro Tem Barton made a motion to approve the change order. Councilman Hammond gave a second with all voting aye. Motion approved.

**P. GEFA Loan DWSRF 13-003-Revised Completion Date**

Mayor Palmer stated a motion was needed to approve a revised completion date of May, 2018 for the GEFA Loan DWSRF 13-003 for water projects, and approval for a revised completion date of March, 2018 for the GEFA Loan CWSRF 13-001 for sewer projects. The completion date extension is needed to complete all planned projects due to unexpected delays. Councilman Edwards made a motion to approve the revision. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.

**Q. Gordon County Hazard Mitigation Plan**

Mayor Palmer stated a motion was needed to approve a Resolution of the City of Calhoun pursuant to the Disaster Mitigation Act of 2000 authorizing adoption of the Gordon County Hazard Mitigation Plan. Chief Nesbitt stated that was a county-wide plan pertaining to potential hazards that could occur that would allow us to recoup mitigation funds or funds to prevent things from occurring. Courtney Taylor, Gordon County EMS Director stated that we are not locked in to any of the projects included in the Plan, but it does open us up for some grant funding. Councilman Hammond asked if we still have community planning on the calendar for joint services. Chief Nesbitt stated a couple of joint exercises are coming up that will bring everyone together. Councilman Hammond stated these were very interesting to watch if you've never seen one. Mayor Pro Tem Barton made a motion to approve the resolution. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.

**10. Other Written Items Not on the Agenda**

11. Work Reports

A. Eddie Peterson, City Administrator

12. Motion to move to Executive Session, if needed

City Attorney Govignon stated there was a need to go in to executive session, the grounds being attorney client privilege [O.C.G.A. 50-14-2], to discuss three very brief matters on pending litigation. Councilman Hammond made a motion to move to executive session. Mayor Pro Tem Barton gave a second with all voting aye. Motion approved.

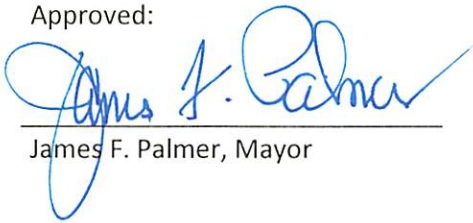
13. Motion to return to General Session

Councilman Hammond made a motion to return to general session. Mayor Pro Tem Barton gave a second with all voting aye. Motion approved.

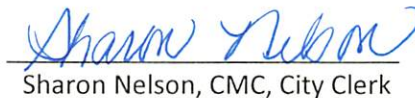
14. Motion to Adjourn

Mayor Pro-Tem Barton made a motion to adjourn. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.

Approved:

  
James F. Palmer, Mayor

Submitted:

  
Sharon Nelson, CMC, City Clerk

CHANGE ORDER

Order No. 3

Date: 7/25/2017

Agreement Date: 3/1/2016

NAME OF PROJECT: WWTP MOTOR CONTROL CENTERS REPLACEMENT

OWNER: City of Calhoun

SUPPLIER: Rehab Construction Company, Inc.

The following changes are hereby made to the Contract Documents:

Change to Contract Price

Original Contract Price \$ 278,532.50

Current Contract Price adjusted by previous Change Order \$ 507,549.75

The Contract Price due to this Change Order will be \$ 79,600.00

**Increased** / decreased by:

The new Contract Price including this Change Order will be \$ 587,149.75

Change to Contract Time

The Total Contract Time will be **increased** / decreased by 150 calendar days.

The date for completion of Change Order # 3 will be October 31, 2017 (date).

The date for completion of all work will be January 31, 2018 (date).

Justification

The existing electrical components in the Ras/Was pump station at the WWTP are faulty. The pumps are scheduled to be replaced by the city's maintenance crew. The motor controls are necessary to ensure the new pumps work properly. This will allow the plant operators to reliably utilize an additional basin at the WWTP. The scope of work is outlined in the attached change order proposal dated July 20, 2017.

Approvals Required:

Accepted by: \_\_\_\_\_ (Contractor)

Recommended by: Daniel Bussard (City of Calhoun, Engineering Department)

Ordered by: J. W. C. Pfl (Owner)

# Patrick Kelly Electric, Inc

4450 Pineview Dr.  
Powder springs GA, 30127  
770-943-8480  
Fax 770-943-5958

Date: July 20<sup>th</sup> 2017

Re: Calhoun WWTP RAS / WAS Station Electrical Upgrade Proposal

Quote = \$79,600.00

## Price Includes:

- Demo Existing Controls and Starters in RAS / WAS Control Cabinet
- Re-Use Existing Main Breaker in RAS / WAS Control Cabinet
- Furnish & Install (3) 35 HP VFD's in Existing Cabinet ( See attached Cutler Hammer BOM )
- Furnish & Install New NEMA 3R Touch Screen Control Panel for RAS / WAS Station
- Furnish & Install Level Transmitter
- Install Seal Leak and Over Temp detection Relays in the Control Panel ( Furnished by Pump Supplier )
- Furnish & Install (2) 4 Ft LED Vapor Tight Light Fixtures
- Furnish & Install (3) LED Outdoor Wall Packs
- Furnish & Install (1) LED Outdoor Sconce Fixture
- Furnish & Install Conduit and Wire as necessary (re-use any conduit and wire as needed)
  - \* Copper Conductors for all wiring
  - \* Aluminum Conduit
- Re-Use existing 480V Panel, Transformer, and 120/208V distribution panel
- Re-Use existing flow meters and integrate flow signal into new control panel PLC
- Furnish PLC and Touch Screen program files to the city for back-up

## Price Excludes:

- Furnishing New Pumps or Pump Cables
- Any fees for any additional Engineering needed

Please Contact us with any Questions or Concerns

Thank you,  
Patrick Kelly Electric, Inc.

# BUDGET QUOTE

## Patrick Kelly Electric, Inc

4450 Pineview Dr.

Powder springs GA, 30127

770-943-8480

Fax 770-943-5958

Date: March 10, 2017

Re: City of Calhoun WWTP RAS and WAS Motor Control Centers Replacement Budget Number

Electrical Quote \$120,000.00

### Price Includes:

- Furnish & Install MCC (see attached bill of material)
- Furnish & Install Transformers and panels (see attached bill of material)
- Re-use existing conduit and wire
- Furnish & Install Conduit & Wiring as needed
  - \* THHN-2 THWN-2 Copper Conductors for all wiring
  - \* Aluminum Conduit for all new conduit
- Furnish & Install (2) Interior 4 Ft LED Vapor Tight Fixtures
- Furnish & Install (3) Exterior LED Wall Pack Fixtures
- Furnish & Install (1) Exterior LED Wall Sconce Fixture
- Furnish & Install RAS and WAS pump control panel, with Touch Screen Controls
- Re-Use the Warwick leak detectors that we will mount in the new MCC
- Performance Bond

### Price Excludes:

- Any modification to existing SCADA system
- Temporary Power (Station will need to be shut down during construction)

Please Contact us with any Questions or Concerns

Thank you,  
Patrick Kelly Electric, Inc.

CHANGE ORDER

Order No. 002

Date: August 14, 2017

Agreement Date: \_\_\_\_\_

NAME OF PROJECT: Pisgah Area Sewer Line Replacement Project

OWNER: City of Calhoun

CONTRACTOR: IPR Southeast LLC

The following changes are hereby made to the Contract Documents:

Change to Contract Price

Original Contract Price \$ 1,029,191.00

Current Contract Price adjusted by previous Change Order \$ 1,095,041.00

The Contract Price due to this Change Order will be \$ 403,000.00

Increased / decreased by not to exceed:

The new Contract Price including this Change Order will be \$ 1,498,041.00

Change to Contract Time

The Contract Time will be increased / decreased by 45 calendar days.

The date for completion of all work will be 12/12/2017 (date).

Justification

Increase scope to utilize remaining funds in GEFA loan. Scope to include pipe bursting approximately 2,500 lf of mains, rehab 10 existing manholes, install two new manholes, pipe burst/ open cut existing service connections to r/w, and install new clean out assembly for each service.

Approvals Required:

To be effective this Order must be approved by the Federal agency if it changes the scope or objective of the Project, or as may otherwise be required by the Supplemental General Conditions.

Accepted by: [Signature] Ben Shapiro (Contractor)

Recommended by: [Signature] (City of Calhoun, Engineering Department)

Ordered by: [Signature] (Owner)

Federal Agency Approval {where applicable}: \_\_\_\_\_

# SIGNATURE TENNIS COURTS, INC.

MIKE@SIGNATURETENNIS.COM

PHONE: 404-642-5002

FAX: 770-516-0916

DATE: May 4, 2017

TO: CALHOUN TENNIS CENTER

601 SOUTH RIVER STREET CALHOUN, GA 30701

ATTN: SHARON MEADOWS EMAIL: SMEADOWS@CALNET-GA.NET

PHONE: 706-280-9434

## WINDSCREEN

1. 805' X 9' BLACK VCP WINDSCREEN WITH STANDARD VENTS TO REPLACE EXISTING WINDSCREENS ON NORTH AND SOUTH ENDS OF 15 COURTS  
TOTAL: \$4,564.35
2. INSTALLATION TO INCLUDE SHIPPING, HARDWARE AND LABOR  
TOTAL: \$1,593.90
3. 343' X 9' BLACK VCP WINDSCREEN WITH STANDARD VENTS TO COVER ROADSIDE FENCES THAT DID NOT HAVE EXISTING WINDSCREEN  
TOTAL: \$1,944.81
4. INSTALLATION TO INCLUDE SHIPPING, HARDWARE AND LABOR  
TOTAL: \$679.14

NOTE: TAX WILL BE ADDED TO WINDSCREEN ONLY

\$ 8,182.20

\_\_\_\_\_  
ACCEPTANCE SIGNATURE

\_\_\_\_\_  
DATE



PO Box 7726  
DALLAS, TX 75209  
Tel: 1-800-527-7510 Fax: 1-800-899-0149  
Visit us at [www.bsnsports.com](http://www.bsnsports.com)

Quote	
Quote #:	20903144
Purchase Order #:	Sharon - poly windscreen
Gart Name:	
Quote Date:	05/04/2017
Quote Valid-to:	08/31/2017
Payment Terms:	NT30
Ship Via:	
Ordered By:	Sharon Meadows

Contact Your Rep  
CHARLIE MCCANN Email: [cmccann@bsnsports.com](mailto:cmccann@bsnsports.com) | Phone: 1 706 636 3206

Sold to  
1212478  
City of Calhoun  
601 River Street  
CALHOUN GA 30703-0001  
USA

Ship To  
1212478  
City of Calhoun  
601 River Street  
CALHOUN GA 30703-0001  
USA

Payer  
1212478  
City of Calhoun  
601 River Street  
CALHOUN GA 30703-0001  
USA

Item Description	Qty	Unit Price	Total
<b>WINDSCREEN - MATERIAL AND INSTALLATION</b> Item # - NSPHG	1 EA	\$ 8,800.00	\$ 8,800.00

BSN WILL BE ABLE TO PUSH BILLING OUT UNTIL JULY OF 2017.

Subtotal:	\$8,800.00
Other:	\$0.00
Freight:	\$0.00
Sales Tax:	\$0.00
Order Total:	\$8,800.00
Payment/Credit Applied:	\$0.00
Order Total:	\$8,800.00



## Nelson, Sharon

---

**From:** Carrick, Brad  
**Sent:** Friday, July 28, 2017 3:49 PM  
**To:** Townsend, Kim  
**Subject:** RE: Security Cameras - Recreation Center - Pool

Hi Kim,

A camera system would cost about \$1800 plus the cost to run the network cables for the four cameras. There are certainly less expensive camera systems, but this one is the best we've found.

The expensive part is the network video recorder (NVR), ~\$1100. It has ports for 16 cameras and lots of options for recording video and setting alarms. Most cameras for this system are from \$165 to \$400 each. The pictures on these cameras are very good. There's an option for an 8 port NVR for ~\$900, saving \$200, but I think it's worth having the extra 8 ports.

We put in a very similar system at the Depot in February. If you would like to see the camera views from the Depot system or any of the other department's systems, come over to our office and Jeff or I can pull them up for you. Another nice feature is there's an app for your smart phone which allows you to pull up the cameras from anywhere you have an internet connection.

Let me know if you have any questions.

Regards,  
Brad

---

**From:** Townsend, Kim  
**Sent:** Thursday, July 27, 2017 3:43 PM  
**To:** Carrick, Brad  
**Subject:** Security Cameras - Recreation Center - Pool

Hey Brad,

I would like to see what the cost are for installing security cameras here at the Recreation Center and at the pool/shop area? Can you give me an idea?

Thanks,  
Kim

Kim Townsend, CPRP  
Director  
Calhoun Recreation Department  
601 South River Street/P.O. Box 248  
Calhoun, Georgia 30701  
706-629-0177  
706-629-3746 (fax)  
[ktownsend@calnet-ga.net](mailto:ktownsend@calnet-ga.net)



## Probation Services Agreement

THIS CONTRACT made and entered into this 14<sup>th</sup> day of August, 2017 by and between **THE JUDGE OF THE MUNICIPAL COURT OF THE CITY OF** Calhoun, GEORGIA (hereinafter referred to as "Court") and **SUPERVISION SERVICES, INC.**, (hereinafter referred to as "SSI"). This Agreement is governed by Article 6 of Chapter 8 of Title 42 of the Official Code of Georgia, Annotated. The parties enter into the Agreement under the specific authority of O.C.G.A. §§ 42-8-30 & 42-8-101(b)(1).

**NOW, THEREFORE**, in consideration of the mutual covenants herein contained, the parties agree as follows:

### A. Responsibilities of SSI

#### (1) Compliance with Statutes and Rules.

- a. SSI shall perform all duties and conform with the procedures regarding oversight of probationers, revocations of probation, and tolling of probation as contemplated and described in O.C.G.A. §§ 42-8-102, 42-8-104, and § 42-8-105;
- b. SSI shall perform oversight of any probationers who are indigent, have a developmental disability, are totally and permanently disabled, or who are experiencing a significant financial hardship, as contemplated and described in O.C.G.A. § 42-8-102(e).
- c. SSI shall perform all duties relating to "pay-only probation" as contemplated and described in O.C.G.A. § 42-8-103;
- d. SSI shall perform the supervisory, review and reporting duties relating to probationers serving consecutive misdemeanor sentences, as contemplated and described in O.C.G.A. § 42-8-103.1; and
- e. SSI shall comply with and all other standards, rules and regulations established by Article 6 of Title 42 Chapter 8 of the Official Code of Georgia or promulgated by the Department of Community Supervision.

#### (2) Records and Confidentiality. SSI shall create and maintain individual files for each offender receiving services from SSI in accordance with this Agreement. SSI shall

maintain the confidentiality of all files, records and papers relative to supervision of probationers under this Agreement. These records, files and papers shall be available only to the judge of the court handling the case, the Department of Audits and Accounts, and upon transfer of probation supervision to the State, to the Georgia Department of Community Supervision.

- (3) Financial Records. SSI shall maintain financial records according to generally accepted accounting practices.
- (4) Officer Qualifications and Training. SSI shall employ competent and able personnel to provide the services to be rendered hereunder and to appropriately administer the caseload. All probation officers shall be at least twenty-one (21) years of age and have the educational qualifications as required by Section 42-8-107 of the Official Code of Georgia Annotated. All probation officers shall also comply with the orientation and continuing education training required per annum under the same Code Section. No person who has been convicted of a felony will be employed by SSI as a probation officer.
- (5) Criminal History Check. SSI shall have a criminal history records check made of all probation officers and certify the results to the Department of Community Supervision.
- (6) Prohibited Activities. SSI shall refrain from engagement in any prohibited activities, as described and delineated in O.C.G.A. § 42-8-109.
- (7) Officer per Probationer Ratio. SSI shall manage caseload limits so as not to exceed three hundred (300) probationers per probation officer for basic supervision. Supervision will be provided through regular office and telephone contacts. Contact standards of one face-to-face contact or phone contact weekly is generally required in the initial months of probation. However, Officers have the discretion to alter the frequency and type of contact after the initial interview or during the period of probation. Officers are required to document all case contacts and case actions as well as testify at hearings, if necessary.
- (8) SSI shall check the local County jail and jail lists daily in order to determine whether probationers have been arrested.
- (9) Location Place of Business. SSI shall maintain an office within close proximity to the Court. The office shall be open 4 business days of each week pursuant to a set schedule to allow for the orderly reporting of probationers. A day will be not less than

five (5) hours during usual business hours.

**B. Reports to Court.**

SSI shall provide written reports monthly to the Court listing the services rendered and provide such other reports as may be requested by the Court during the period of this Agreement which may include but are not limited to statistical reports, caseload data, and other records documenting the identity of the probationer, the status of each probationer's case, the services provided, and the monies collected. Monthly reports will be delivered to the Court on or before the tenth (10 ) day of the following month. SSI shall provide personal history, employment data, and location information to Court and law enforcement as necessary in tracking probation violators.

**C. Tender of Collections.**

- (1) SSI shall tender to the Clerk of the Court a report of collections and all fines, fees, restitution, and costs collected during the month from probationers by the 10<sup>th</sup> day of the following month.
- (2) In the event that Court directs that restitution should be paid directly to the victim, then such restitution shall be paid to the victim by the 10<sup>th</sup> day of the month following collection. In the event SSI cannot locate the victim, payment shall be made to the Clerk of Court.
- (3) SSI shall not retain or profit from any fines, restitution, fees or cost collected from probationers except the probation fee authorized by this Agreement.

**D. Access to SSI Records.**

- (1) Upon ten (10) business days written notice SSI shall provide to the Court access to all books, records, correspondence, receipts, vouchers, memoranda, and financial information pertaining to the services rendered under this Agreement for any purpose including but not limited to a conducting or reviewing a complete fiscal or program audit for any fiscal or calendar year.
- (2) Good Business Practices. SSI shall not engage in any other employment, business or activity that interferes or conflicts with the duties and responsibilities under this Agreement and shall not allow its employees to do so. Furthermore, neither SSI nor any of its officers, employees or agents shall lend any monies nor have personal business dealings with a probationer under the supervision of SSI.

**E. Scope of Services to Probationers by SSI**

SSI shall provide the following services to probationers referred to the SSI by the Court:

- (1) Court Attendance and Probationer Case History. During all court sessions, SSI shall have a probation officer attend and interview each offender to complete a case and personal history and to provide orientation and instruction regarding compliance with the Court's ordered conditions of probation. At orientation, the probation officer shall provide a list of all service fees to the probationer.
- (2) Supervision. SSI shall monitor and supervise probationers to ensure compliance with the Court's order of probation. SSI shall make a supervision assessment of the offender and determine the probationer's reporting schedule.
- (3) Restitution, Fine and Fee Collection. SSI shall collect restitution, fines, court costs and fees, program fees, and probation fees as ordered by the Court. SSI shall provide an itemized bill prepared in accordance with accepted accounting practices for each month for each probationer.
- (4) Community Service. SSI shall coordinate, monitor, and ensure compliance with community service by each probationer as ordered by the Court. SSI will maintain records of service participation.
- (5) Employment Assistance. SSI shall prepare referrals and lend reasonable assistance to probationers either to the extent ordered by the Court or to the extent available for probationers desiring employment assistance or counseling.
- (6) Drug/Alcohol Screening SSI shall coordinate with local authorities and facilities, evaluation and assessment of probationers for drug/alcohol rehabilitation, mental health or psychological counseling, or educational programs mandated by the Court and shall require probationer's compliance. SSI shall conduct drug and alcohol screens as determined necessary by the Court. The probationer shall be responsible for the costs of all drug or alcohol screens and testing.
- (7) Reports of Violations Probation. SSI shall recommend revocation of probation whenever the probationer has failed to substantially comply with the terms and conditions of probation. The Court shall provide SSI with direction of what constitutes a substantial failure to comply with probation terms and conditions. SSI shall prepare probation violation warrants and orders for submission to the Court. SSI shall have probation officers available to testify at probation revocation hearings, sentencing hearings and such other hearings as deemed reasonable and necessary by the Court. The Court shall

provide SSI direction as to what curative measures should be taken in the case of minor violations.

- (8) Pre-sentence Investigations. When directed by the Court, SSI shall conduct pre-sentence investigations for the Court as requested. A written report shall be prepared and delivered to the Court. A pre-sentence investigation shall include: 1) a report on the circumstances of the offense, 2) a social and family background examination, 3) a criminal history check through Georgia Crime Information Center and the National Crime Information Center, and 4) a report of current circumstances and conditions of the defendant.

**F. Payment for SSI's Services.**

- (1) SSI shall collect such probation fee for each month or portion of a month a probationer is under probation supervision. During the term of this Agreement and SSI's satisfactory performance, the Court shall refer all offenders ordered to serve time on probation, to SSI for purposes of probation supervision services, unless the Court determines that supervision by another entity is appropriate, as contemplated in O.C.G.A. § 42-8-109.5. In the event that the Court decides to impose "pay only" probation upon a probationer, as contemplated by O.C.G.A. § 42-8-103, the Court shall specifically make that designation at the time of sentencing.
- (2) For probation supervision, the probationer shall pay a fee of \$38.00 per month.
- (3) Where drug testing is required under the terms and condition of probation, the probationer shall pay a fee of \$20.00 for each such test performed by SSI.
- (4) The Court shall impose the fees set forth herein and shall make payment of the probation fees a term and condition of the order of probation for each probationer assigned for supervision to SSI unless the Court determines that the imposition of said fees as term and condition is inappropriate under subsections (c),(d), and (e) of O.C.G.A. § 48-8-102. The Court shall not be liable for payment of any supervision fee or any program fee of a probationer.

**G. Access to Criminal Histories.**

The Court shall assist SSI in obtaining access to criminal histories in the Georgia Crime Information Center and National Crime Information Center through local law enforcement in order for SSI to conduct pre-sentence or probationer investigations as may be requested by the

Court.

**H. Court Facilities.**

The Court shall provide to SSI an area, as available, for conduct of initial interviews and orientation with the probationer on the day of sentencing.

**I. Period of Service.**

SSI shall commence performance on August 14, 2017. Thereafter, this Agreement shall automatically renew each year thereafter on the 14<sup>th</sup> day of August 2018 four (4) additional years, unless otherwise terminated under the provisions as set forth herein.

**J. Termination.**

- (1) Either party may terminate this Agreement upon thirty (30) days written notice.
- (2) The Court may immediately terminate this Agreement if SSI becomes insolvent or files for protection under any chapter of the US Bankruptcy Code.
- (3) In the event the Court determines there are deficiencies in the services provided by SSI, the Court shall notify SSI in writing of any such deficiencies. Within ten (10) working days of receipt of such notice, SSI shall correct or take reasonable steps to correct the deficiencies complained of, including, if necessary, increasing the workforce, equipment or modifying the policies and procedures used by SSI in performing services pursuant to this Contract. If SSI fails to correct or take reasonable steps to correct the deficiencies within ten (10) working days, the Court may declare SSI in default and this Contract shall be declared terminated upon receipt by SSI of notice thereof. This provision allows termination in 20 days instead of 30 as provided in Paragraph J.(1) above.
- (4) Within 30 working days of any termination effected by either party pursuant to the terms as set forth herein, SSI shall peacefully surrender to the Court all records and documents generated by SSI in connection with this Agreement and the services thereunder and any equipment or supplies assigned to SSI by the Court. SSI shall turn over to the Clerk of Court any moneys collected or received less supervision fees validly incurred and duly owing to SSI through the termination date. Any fines, costs,



fees or restitution received by SSI from probationers of this Court after termination of this Agreement shall be forwarded to the Clerk of Court, other than fees earned by SSI. The Court shall provide SSI a receipt for all property surrendered under this provision.

**K. Insurance and Bond.**

SSI shall provide and maintain during the life of this Contract, workers Compensation insurance and general liability with the following limits of liability:

- (1) Worker's compensation- Statutory
- (2) General Liability- \$1,000,000.00
- (3) Dishonesty Bond- \$25,000.00

**L. Indemnification.**

- (1) Neither the Court nor the City of Calhoun shall be liable to SSI nor to anyone who may claim a right resulting from any relationship with SSI, for any acts of SSI, its employees, agents or participants in the performance of services as contemplated herein.
- (2) SSI shall indemnify and hold harmless the Court and the City of Calhoun from any claims, demands, actions, proceedings, expenses, damages, liabilities or losses and any causes of action arising from any acts or omissions arising out of or in connection with the services performed by SSI or its employees and agents under the terms of this Agreement.

**M. Compliance with the Law.**

The SSI shall comply with all federal, state and local laws statutes, regulations and ordinances arising out of or in connection with the performance of its services pursuant to this Agreement.

**N. Independent Contractor**

SSI is an independent contractor and is not an agent, joint venturer or other affiliate of the City of Calhoun or Court in any way. SSI shall use its own employees and agents to perform this Contract. It is agreed that SSI is solely responsible for payment of all federal, state, and local income taxes, self-employed Social Security taxes, and any other similar obligations arising from the performance of this Agreement or receipt of compensation therefore. The SSI agrees to indemnify and hold harmless the Court and the City of Calhoun from and

against any and all federal, state, or local tax liability or penalties that may arise from the payments made to the SSI pursuant to this Agreement. The SSI acknowledges that neither it nor its employees are eligible for any benefits provided by the Court or the City of Calhoun to their respective employees.

**O. Entire Agreement.**

This Agreement, including all exhibits attached hereto and incorporated herein by reference, constitutes the entire agreement between the parties hereto and supersedes any and all agreements, whether written or oral, that may exist between the parties regarding the same. No representations, inducements, promises, or agreements between the parties not embodied herein shall be of any force and effect. No amendment or modification to this Agreement or any waiver of any provision hereto shall be effective unless in writing and signed by both parties.

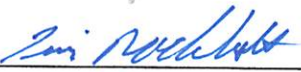
**P. Assignment.**

The Court has entered into this Agreement in part on the basis of personal reliance in the integrity and qualifications of the staff of SSI. SSI may not delegate, assign or subcontract any obligation of SSIs performance under the Contract and may not assign any right under this Contract, in either case without Court's written approval. The Court's discretion in this regard shall be absolute.


*Signatures on following page.*

IN WITNESS WHEREOF, the parties have hereunto set their hands on the day and year first above written.


SSI

  
Tim Bockholt, President  
Supervision Services, Inc.

Court

  
Suzanne H. Smith, Judge  
Municipal Court of Calhoun, GA

Approved by:

  
James F. Palmer, Mayor  
City of Calhoun, Ga

**A RESOLUTION OF THE  
CITY OF CALHOUN  
PURSUANT TO THE DISASTER MITIGATION ACT OF 2000  
AUTHORIZING ADOPTION OF THE  
GORDON COUNTY HAZARD MITIGATION PLAN**

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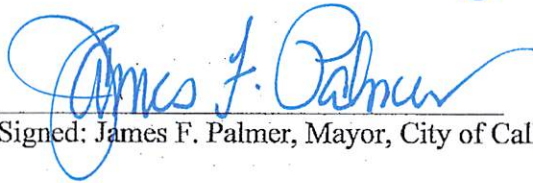
WHEREAS, Gordon County and its municipal governments are required to complete a Hazard Mitigation Plan by the Disaster Mitigation Act of 2000; and

WHEREAS, under the provisions of the Disaster Mitigation Act of 2000, local governments that complete Hazard Mitigation Plans will remain eligible for Federal mitigation funding; and

WHEREAS, Gordon County and its municipal governments have completed a Hazard Mitigation Plan that fulfills the Federal requirements of the Disaster Mitigation Act of 2000.

**NOW THEREFORE LET IT BE RESOLVED THAT THE CITY OF CALHOUN  
FORMALLY ADOPTS THIS HAZARD MITIGATION PLAN.**

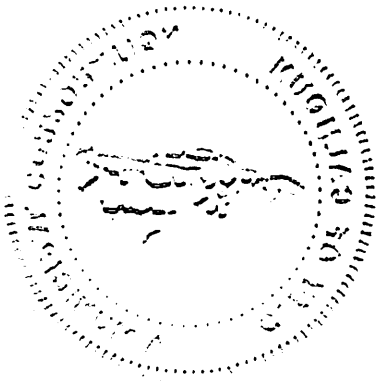
RESOLVED THIS 14<sup>th</sup> DAY OF August, 2017



Signed: James F. Palmer, Mayor, City of Calhoun

  
Attest:





1950  
Los Angeles, Calif.  
[Handwritten signature]

CLOSED MEETING AFFIDAVIT

James F. Palmer, Chair of the City of Calhoun, City Council Meeting, being duly sworn, states under oath that the following is true and accurate to the best of his/her knowledge and belief:

1.

The City Council of Calhoun, Georgia, met in a duly advertised meeting on, August 14, 2017.

2.

During such meeting, the council voted to go into executive session.

3.

The executive session was called to order at 8:07 a.m./(p.m.)

4.

The subject matter of the closed portion of the meeting was devoted to the following matter(s) within the exceptions provided in the open meetings law:

Consultation with the county attorney or other legal counsel to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the county or any officer or employee or in which the county or any officer or employee may be directly involved as provided in O.C.G.A. § 50-14-2(1)

Discussion of tax matters made confidential by state law as provided by O.C.G.A. § 50-14-2(2) and (*insert the citation to the legal authority making the tax matter confidential*) \_\_\_\_\_

Discussion or voting on

Authorizing a settlement as provided in O.C.G.A. § 50-14-3(b)(1)(A)

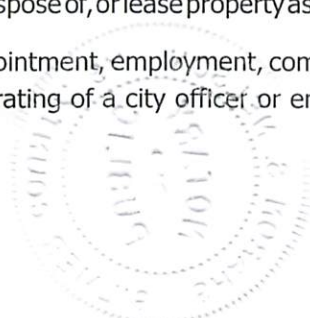
Authorizing negotiations to purchase, dispose of, or lease property as provided in O.C.G.A. § 50-14-3(b)(1)(B)

Authorizing an appraisal as provided in O.C.G.A. § 50-14-3(b)(1)(C)

Entering a contract for the purchase, disposal of, or lease of property as provided in O.C.G.A. § 50-14-3(b)(1)(D)

Entering into an option to purchase, dispose of, or lease property as provided in O.C.G.A. § 50-14-3(b)(1)(E)

Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a city officer or employee as provided in O.C.G.A. § 50-14-3(b)(2)



\_\_\_\_ Interviewing candidates for executive positions as provided in O.C.G.A. § 50-14-3(b)(2)

\_\_\_\_ Other (describe the exemption to the open meetings law): \_\_\_\_\_  
\_\_\_\_\_ as provided in (insert the citation to the legal authority exempting the topic): \_\_\_\_\_  
\_\_\_\_\_

5.

\_\_\_\_ During the course of the closed session devoted to exempt topics, an incidental remark regarding a non-exempt topic or an attempt to discuss a non-exempt topic was made.

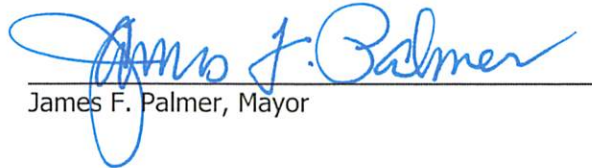
\_\_\_\_ The attempt was immediately ruled out of order and attempts to discuss the same ceased immediately.

\_\_\_\_ The attempt was immediately ruled out of order. However, the comments did not cease, so the closed/executive session was immediately adjourned without discussion or action being taken regarding any non- exempt topic.

6.

Minutes were taken of this meeting in accordance with O.C.G.A. § 50-14-1(e)(2)(C) and will be filed and held for inspection by an appropriate court only.

This 14<sup>th</sup> day of August, 2017.

  
James F. Palmer, Mayor

Sworn to and subscribed before me this 14<sup>th</sup> day of  
August, 2017.

  
Notary Public

My commission expires:

2/20/2018

