

**CITY OF CALHOUN
REGULAR CITY COUNCIL MEETING
DEPOT COMMUNITY ROOM
109 SOUTH KING ST
MAY 12, 2014 7:00 P.M.**

MINUTES

PRESENT: James F. Palmer, Mayor
Al Edwards, Mayor Pro Tem
David Hammond, Councilman
Matt Barton, Councilman
George Crowley, Councilman

ALSO: Eddie Peterson, City Administrator; Larry Vickery, Utilities General Manager; Paul Worley, City Clerk; George Govignon, City Attorney; Lenny Nesbitt, Fire Chief; Garry Moss, Police Chief; Jeff Defoor, Director of Electric Utilities; Jerry Crawford, Water and Sewer Director; Danny Stephens, Water Superintendent, Andrea Bramlett, Finance Director, Linda Brookshire, Human Resource Director

1. Mayor Palmer called the meeting to order and welcomed everyone in attendance.
 - A. Councilman Hammond gave the invocation.
2. Mayor Palmer led the group in the Pledge of Allegiance to the United States Flag.
3. Councilman Barton made a motion to approve the agenda, Councilman Crowley seconded the motion. All voted aye, motion approved.
4. Councilman Barton made a motion to approve the minutes of the April 28, 2014 City Council Meeting. Councilman Hammond gave a second with all voting aye, motion approved.
5. **Mayor's Comments:**
 - A. Mayor Palmer reminded the public that the second monthly city council meeting has been moved from May 26th to May 19th in observance of the Memorial Day holiday.
 - B. Mayor Palmer also announced that the budget public hearing and work session would continue after the regular council meeting.
 - C. Mayor Palmer announced that the City is currently reviewing its alcohol ordinance and a draft ordinance is available on the City's website for public viewing and comments.
6. **Council Comments:**
 - A. Mayor Pro Tem Edwards gave the April report as follows:
 - 1) **Electric Department**
 - o Construction continues on the new Gordon County Career Academy.
 - o Construction continues on the Ga DOT Red Bud Road project.

- Electrical installation continues for the Cherokee Mills Loft Apartment Complex.
- Electrical installation continues on the new Popeyes Chicken.
- Installation of Street lighting for West May Street continues.
- Re-conductoring of primary lines continues on Park Avenue, this is part of our system reliability improvements, loss reduction and voltage stabilization program.
- Electrical Engineering has begun on the new Dunkin Donuts facility.
- The City of Calhoun's Electrical load for April was 34,875,190 kWh.

Work orders in process or completed

- Newly created- 66
- Completed and closed- 53
- Consisting of:
 - Capital construction- 6
 - Street and security lighting-25
 - Distribution Maintenance-4
 - Meter maintenance/replacement- 10
 - New customer meter sets- 11
 - Monthly total system locate tickets processed- 252

2) Telecommunications Departments:

- Continued fiber construction for point-to-point for Gordon County School System. Completed construction of one point-to-point circuit and one new Internet connection.
- Spliced in new fiber for Union Grove / I-75 construction fiber re-route project.
- Continue to work with phone vendor to complete main number port and identifying correct addresses for emergency calls.
- Started assisting library to identify options for phone service.
- Installed 30 new phones at Calhoun City School's Central Office. Coordinating user training and cut over.
- Opened 20 and closed 15 work orders.

3) Geographic Information Systems:

- Setup a new tool for Engineering to verify proposed manhole elevation profiles.
- Mapped proposed county fire hydrants.
- Updated pre-fire plans for Fire Department.
- Updated fiber mapping for Telecom Department.
- Trained users on new software for mapping waste water inflow and infiltration.
- Updated zoning maps and created a new official zoning map.
- Updated addresses from changes in billing account data.
- Setup backflow layer and trained users.
- Updated City and GIS websites.

4) Downtown Development Authority

- The HPC celebrated the placing of a historic marker on the building formerly owned by Howard and Helen Jones. Mr. and Mrs. Giles Jones purchased the building which now houses Jones & Erwin, Attorneys at Law; Charles Hall, CPA; and Jeff Beamer, Edward Jones. The HPC encourages historic building markers to help identify buildings and preserve history for future generations.
- The HPC and DDA are helping promote the 150th Anniversary of the Battle of Resaca by placing commemorative banners downtown. All banners have been sold to individuals for souvenirs after the event.
- BBQ, Boogie and Blues was successful and plans are already being discussed to make next year's event even better.

B. Councilman Barton gave the April report as follows:

1) Water, Sewer, and Engineering

- The Brittany Drive Expansion Project- The project is approximately 84% complete.
- Clarifier Mechanism Replacement Project- The new mechanisms and troughs are on site. Installation has begun and will take about thirty days.
- I-75 & Red Bud Road utility relocate- Construction began on November 18th and the project is projected to be completed by August 2014.
- King Street and Pine Street replacement sewers. This project is ready for construction and is scheduled to start as soon as school is out.
- The design is complete for the flocculation and sedimentation control project at the Mauldin Road Water Treatment Plant. Bid opening was March 4, 2014 and bids are under review.
- Coosawattee Intake Screen Replacement- The screens are on site and a pre-construction meeting was held on May 8th.
- Water system modeling utilizing our GIS data base- proposals reviewed with CH2MHILL being the best and next to the lowest price.

2) Water Treatment Plant Facility

- Total gallons withdrawn: 293,720,000
- Daily average: 9,790,666
- Wells: 71,970,000
- Big Springs: 61,120,000
- Percent produced by Brittany Drive: 45.3
- Rainfall- 5.24"

3) Waste Water Treatment Plant Facility

- Treated a daily average of 6.339 MGD, with an average BOD effluent of 7, average suspended effluent of 10, and an average COD of 48.

4) Water Distribution

- 10 Water connections, 36 water service leaks repaired, 10 water main leaks repaired, 3 water meters changed out, 6 new meters installed, 4

new hydrants installed, 21 hydrants repaired, 11 yards or roadway edges repaired due to previous work, 69 utility locates called in for work orders, 478 utility locates responded to, and 103 misc. calls

- Replaced 200 feet of old 2" galv. line and 1" galv. with 2" poly pipe along Hwy 411 in Fairmount and installed new water connection.
- Installed 500 feet of 2" poly line to serve new water connection along Sam Hunt Road.

5) Waste Water Collection

- 1,350' Sanitary Sewer Services TV inspected, 317 utility locates completed, 2 lift station repairs completed, 5,200' sanitary sewer lines cleaned, 74 manholes opened and inspected, 3 sanitary sewer connections, 6 sanitary sewer services repaired

6) Building Inspection Department

- Issued 37 permits for an estimated cost of \$499,377, collected \$5,530.00 in permit fees. This included 3 new residential, 1 new commercial, 3 residential remodeling, 1 industrial remodel, 3 residential plumbing, 2 new residential, 1 industrial, and 3 commercial HVAC, 4 residential electrical, 2 industrial electrical, 3 commercial electric, 3 sign permits, 2 grading permits, and 104 total inspections.

7) Recreation Department

- Youth Baseball and Softball/Adult Softball – Spring Baseball and Softball season kicked off on April 17. Games are being played Monday through Thursday with all fields being used to capacity. A total of 99 games were played from April 17 through April 30.
- BAR-B-QUE, BOOGIE AND BLUES – Our department assisted with the CVB Tourism Committee's special event. Staff members assisted with the People's Choice event and the Miss Strawberry Padgett.
- Website Usage – total visits 2,902
- Pool – Renovations of pool completed: new pool pump and chlorinator installed; resurfaced diving board; Pool scheduled to open to public on May 24.

C. Councilman Crowley gave the April report as follows:

1) Police Department

- Made 599 cases with 13 DUI's
- Fines collected by Municipal Court - \$67,081.54
- Issued 776 warnings
- Investigated 52 highway accidents, 33 private property accidents
- Provided 69 escorts
- 1,539 incident reports
- Responded to 226 alarms
- Miles patrolled: 44,380
- Responded to 4,861 calls for service by E-911

2) Municipal Court and Probation

- Total Court cases- 511
- Court cases dropped- 100
- Number of Bond forfeitures- 317
- Number of Probation cases- 61
- Probation Payments- \$19,331
- Probation Revocations- 6
- Failure to appear- 49
- Prisoner transports- 30

3) Fire Department- Suppression

- Responded to 140 calls for service for the suppression division, 4 fire incidents for damages. (\$63,002 in estimated fire damage)
- Responded to 98 medical service calls
- Responded to 9 hazardous conditions incidents
- Responded to 12 false alarms or false calls, 9 good intent
- Calhoun Fire was notified by ISO of rating changing to Class 3.
- Continued flow testing all fire hydrants maintained by the City and pressure testing of fire hose.

Training Division

- Department completed 905 man hours of training.
- Hosted Georgia Fire Academy acting officer in charge class.
- Hosted the Georgia Fire Academy TILT (Transitional Interpersonal Leadership Training) class.
- Seven personnel attended the strategies and tactics class at Gordon County Fire.
- Pump operations/ hose line deployments

4) Fire Inspection Department

- 120 total reported activities/inspections which included 19 annual inspections, 3 new business inspections, 35 requested inspections, 17 follow-up or re-inspections, 3 burn site inspections, and 36 consultations
- Conducted fire extinguisher training with on duty personnel at Kerry Industries with 60 students, and at Bostick Industries with 18 students.

Mayor Palmer congratulated Fire Chief Lenny Nesbitt and the Calhoun Fire Department for obtaining the ISO rating of 3. The department has improved from a score of 62.65 (class 4) to a 77.06 (class 3). Chief Nesbitt stated that the new classification will go into effect on August 1, 2014 and home owners should inquire with their home insurance carrier to make sure they are aware of the ISO classification change. This could potentially lower their insurance premiums. Councilman Hammond stated that the City built a fire training tower with 2005 SPLOST funds that helped achieve the new class 3 rating.

D. Councilman Hammond gave the April report as follows:

1) **Street Department**

- Completed 21 shop and 10 street department work orders.
- Placed 11 new street signs.
- Cleaned out 300 feet of ditch line in the Mill Village, Old Red Bud Road, and Powell Street.
- Awarded a \$78,000 grant for thermoplastic road striping at no cost to the City.
- Continued work on East May Street installing 1,100 feet of sidewalks, curb and gutter, and Handicap ramps.

2) **Cemetery Department**

- Performed routine maintenance on Fain and Chandler Cemetery.
- Supervised the opening and closing of 8 grave sites.
- Sold 10 new grave spaces.
- Worked 8 grave sites.

3) **Animal Control**

- Housed 26 dogs, and 2 cats
- Number of dogs adopted: 14
- Number of dogs reclaimed by owner: 2
- Number of warnings given: 20
- Number of bite cases: 1
- Number of inquiries: 61
- Number of dogs reclaimed by owner: 2
- Councilman Hammond stated that the City has made new investments in the animal control department and is seeing positive results. One aspect is the City starting to share the cost of the spay/neuter program to encourage more pet owners and potential owners to go through with that process.
- Mayor Palmer also stated that there will be a regional wildlife biologist from the Department of Natural Resources that will attend the City Council's next noon work session on May 19th to discuss the fox sightings around the City.

4) **Parks Department**

- The Parks Department grounds crew picked up litter, hauled garbage to the dump, books from the library and maintained records at records room.
- Mowed and weedeated approximately 19 miles of sidewalk, 29 islands, and 42 other designated places in the City.
- The building and maintenance crew performed routine maintenance on designed city buildings and all fountains.

5) **Safety Committee**

- Safety topic- musculoskeletal problems/disorders
- Safety Inspection- Recreation Department

- Accidents: Vehicle Accident-1- Police, 1- Street Department
- Workers Comp: 1 Plant Maintenance

6) Northwest Georgia Regional Commission

- Councilman Hammond discussed that the Regional Commission (RC) oversees 15 counties in Northwest Georgia that helps to reallocate federal dollars to various programs that benefit the citizens such as meals on wheels, workforce training, and community planning. Councilman Hammond is serving on the executive committee of personnel and finance, area on aging, and community and economic development. The NWGRC is the second largest RC in the state of Georgia. The RC oversees a \$35 million dollar budget of which only 4.5% comes from local taxes and the rest is financed through federal and state funds.

7) Tom B. David Airport

- Land acquisition is in the final stages for the parallel taxiway project. Also, final ecology studies are being completed.
- The airport is finalizing a 10 year contract with the Life Force helicopter.

7. Public Hearings and Comments:

A. Mayor Palmer opened a public hearing for the City's annual operating budget and capital plan for the fiscal year July 1, 2013 through June 30, 2014.

- Administrator Peterson gave an overview of the general government proposed budget. Starting on the revenue side we are hoping to maintain the current 1.98 millage rate, which is one of the lowest millage rates in the state. The tax digest should grow by two percent according to the Gordon County Tax Assessor's Office. Total revenues for the general fund stand at \$13,574,748, which includes some state funds such as \$400,000 for Streetscape phase IV, state paving funds, and library funds for a total of \$717,000. The revenues from the state are accounted for on the expense side as well and are not a part of the day to day operations. Taking that into consideration the day to day operational budget for the general fund is around \$12.8 million. On the expense side one of the big factors is the group health insurance increase was 5.5% instead of a 20% increase. The City has added an additional employee to the animal control department during this current year and that will continue in the proposed budget. Also, there are funds for the addition of a resource officer for Calhoun City Schools. There are currently no salary increases in the proposed budget. Mr. Peterson continued to review each individual department's expense budget proposals.

General Manager Vickery gave the following overview of Calhoun Utilities proposed budget. The current budget proposal does not include any transfers and each budget is balanced to include only essential capital items from operating revenue. Also, some of the projects budgeted are paid for through a GEFA loan with a low interest rate to help fund important

infrastructure needs. If you do not include the GEFA projects the overall water and sewer fund budgets are lower than the current year. The electric fund is balanced and has projects that include Streetscape IV lighting and also the lighting of exit 312, I-75 interchange. The Telecommunications fund is higher this year due to increased revenues from new services. The utility administration budget includes some adjustments and overall the utility budgets are balanced.

- Mayor Palmer asked for public comments on the proposed budget.
- There were no further comments and the public hearing was closed.
- Mayor Palmer stated that the second public hearing will be on June 9th.

B. Mayor Palmer opened the public hearing for a variance request and zoning change by Carol Nance at a location of 910 Dews Pond Road, a portion of parcel #C52-056, consisting of 0.23 acres. The requests are for a zoning change from R-2 to R-1B and a 12.5 foot variance from the required 50 foot buffer. The requests are to allow a single family home to be built on the property behind the existing apartment complex.

- Mr. Peterson stated that all signs and advertising requirements have been met.
- Mayor Pro Tem Edwards stated that the Zoning Advisory Board met on May 8th and recommended the approval of the rezoning and variance request.
- Mayor Palmer asked for public comments.
- There were no comments and the public hearing was closed.
- Councilman Edwards made a motion to approve the rezoning request. Councilman Barton gave a second with all voting aye, motion approved.
- Councilman Edwards made a motion to approve the variance request. Councilman Crowley gave a second with all voting aye, motion approved.

C. Mayor Palmer opened a public hearing for an annexation and zoning of A-1 for 10.53 and 7.61 acres at a location of parcel #043-114B and parcel #043A-145, respectively, for the City of Calhoun.

- Mr. Peterson stated that all signs and advertising requirements have been met.
- Mayor Pro Tem Edwards stated that the Zoning Advisory Board met on May 8th and recommended the approval of the annexation and zoning request.
- Mayor Palmer asked for public comments.
- There were no comments and the public hearing was closed.
- Councilman Edwards made a motion to approve the annexation of parcel #043-114B and parcel #043A-145. Councilman Crowley gave a second with all voting aye, motion approved.
- Councilman Edwards made a motion to approve the zoning of A-1 for parcel #043-114B and parcel #043A-145. Councilman Crowley gave a second with all voting aye, motion approved.

- D. Mayor Palmer opened a public hearing for a taxicab regulatory license application for Willie De La Cruz D/B/A: Taxi Reyes at a location of 609 North Wall Street Suite #1.
- Mr. Peterson stated that all signs and advertising requirements have been met.
 - Mayor Palmer asked for public comments.
 - There were no comments and the public hearing was closed.
 - Councilman Crowley made a motion to approve the taxicab regulatory license request. Councilman Hammond gave a second with all voting aye, motion approved.

8. Old Business:

- A. Mayor Palmer conducted the third reading of financial policies and procedures update. The document updates include the Financial Policies and Procedures Manual, Purchasing Manual, and Procurement Card Program. Councilman Crowley made a motion to approve the financial policies and procedures update. Councilman Edwards gave a second with all voting aye, motion approved.
- B. Mayor Palmer conducted the second reading of the updated 2014 City of Calhoun Zoning Map. The public hearing will be held on May 19th.

9. New Business:

- A. Road closure request by Chris McGee with Rome Velo Cycling for a Downtown Calhoun Cycling Criterium Race on Saturday, June 21, 2014 from 1:00pm until 7:00pm. The course layout and road closure request starts on Wall Street in front of Velo Vineyard, travel south, turn left on Hill House Street, left on S. Piedmont, left on Trammell Street, and left on Wall Street to the origination point. Mayor Palmer stated that the request was discussed at the noon work session and the Council needed more time to discuss. Councilman Crowley made a motion to table the road closure request. Councilman Edwards gave a second with all voting aye, motion approved.
- B. Councilman Edwards made a motion to designate Councilman Barton as a voting delegate representing the City of Calhoun for the annual GMA Convention's business meeting. Councilman Hammond gave a second with all voting aye, motion approved. The meeting will be held on Monday, June 23rd from 3:00 pm to 4:45 pm.
- C. Councilman Hammond made a motion to support the slate of Georgia Municipal Association's District 1 Officers for 2014-2015. Councilman Edwards gave a second with all voting aye, motion approved. District 1 Officer nominations are:
- President: Matt Barton, Councilmember, Calhoun
 - First Vice President: Donna Whitener, Mayor, Blue Ridge
 - Second Vice President: Ken Suffridge, Mayor, Aragon
 - Third Vice President: Bill Collins, Commissioner, Rome

- D. Mayor Palmer discussed the King Street Replacement Sewer project. The project consist of replacing approximately 2500 feet of 12" concrete sewer main from Oothcalooga Street along King Street, Pine Street, Maple Street and ending at South Wall Street. The project is estimated to cost \$300,000 utilizing the current one year unit price contract for Water and Sewer Installation and would be funded under the current GEFA/SRF loan CWSRF 13-003. Councilman Barton made a motion to approve the loan proceeds of \$300,000 to fund the King Street Replacement Sewer project. Councilman Crowley gave a second with all voting aye, motion approved.
- E. Mayor Palmer stated that the Mauldin Road WTP Improvements project was the next item on the agenda, but this project depends on yet to be determined budget decisions and asked for the item to be tabled. Councilman Hammond made a motion to table the item. Councilman Barton gave a second with all voting aye, motion approved.

10. Other written items not on the agenda: None

11. Work Reports:

- A. City Administrator Peterson
- B. General Manager Vickery
- C. City Attorney Govignon


12. Councilman Barton made a motion to adjourn. The motion was seconded by Councilman Crowley with all voting aye, motion approved.

Approved:



James F. Palmer, Mayor

Submitted:



Paul Worley, City Clerk