



**CITY COUNCIL MEETING
DECEMBER 10, 2018- 7:00 PM
109 SOUTH KING STREET
DEPOT COMMUNITY ROOM**

MINUTES

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

ALSO: Eddie Peterson, City Administrator; Larry Vickery, Utilities Administrator; Paul Worley, Assistant City Administrator; Sharon Nelson, City Clerk; George Govignon, City Attorney; Jeff Defoor, Director of Electric Utilities; Terry Mills, Assistant Fire Chief; Jerry Crawford, Director of Water & Wastewater; and, Suzanne Roberts, DDA Director.

1. Council Meeting Called to Order

Welcome

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

Invocation

Mayor Pro Tem Crowley gave the invocation.

2. Pledge of Allegiance

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

3. Amendment or Approval of Proposed Agenda

Councilwoman Palazzolo made a motion to approve the December 10, 2018 agenda as presented. Councilman Edwards gave a second with all voting aye. Motion approved.

4. Amendment or Approval of Minutes

Mayor Pro Tem Crowley made a motion to approve the minutes of the City Council meeting of November 26, 2018. Councilman Denmon gave a second with all voting aye. Motion approved.

5. **Mayor's Comments**

- A. Mayor Palmer recognized the Gordon County Youth Leadership class with the following remarks: Tonight, we would like to welcome members of 2019 Youth Leadership Gordon County program to the city council meeting. This year's class includes 42 seniors selected from over 72 applicants who represent the four High School systems in Gordon County (Calhoun, Gordon Central, Sonoraville, and Georgia Cumberland-Academy). These students represent their school systems as prospective future community leaders. The class is sponsored by the Gordon County Chamber of Commerce Leadership program. It will meet for eight months outside of the school system during the FY 17/18 school year with the mission of introducing the students to Leadership opportunities within their community. Topics that the class will be introduced to will include team building, community health and public safety, community economic development, community industry that includes a county tour day of local manufacturing, service and agriculture businesses, and government that includes meetings with the Calhoun City Council, Gordon County Commissioners and a trip to the Capitol to meet with the state legislative delegation. The intent is to introduce class members to the community and how community activities take place through government, local business influence and service industries. The vision of the program is that once the students graduate they will volunteer and give back to their community. This is the 25th integration of this program conducted over the past 24 years. To date, approximately 1200 High School juniors and seniors have graduated from the program.
- B. Mayor Palmer announced the second meeting in December has been changed to December 17th due to the Christmas holiday.
- C. Mayor Palmer announced that Calhoun City offices will be closed on December 24th and December 25th for the Christmas holidays, and January 1st for New Year's Day.
- D. Mayor Palmer announced that qualifying in the race for the state House of Representatives for District 5 has ended. Those qualifying for the special election were Steve Cochran, Brian Rosser, Matt Barton, Larry Massey Jr., Scott Tidwell, and Jesse Vaughn. The special election is scheduled for January 8, 2019, and early voting will begin on Monday, December 17th and continue through Friday, January 4th. The runoff, if necessary, will be February 5, 2019.

6. **Council Comments**

- A. Councilwoman Palazzolo submitted November reports as follows:

1) **Public Works**

Street Department

1. Completed 25 shop and 28 street dept. work orders.
2. Installed 3 new street signs.
3. Kevin McEntire hosted the annual APWA luncheon bringing in guests from several other cities and counties.
4. Shawn Chastain, Shane Cox and Herman Shaffer got their certifications in erosion control.
5. Began the annual leaf cleanup all over the city limits.

Cemetery Department

1. Performed routine maintenance on Fain and Chandler cemetery.
2. Supervised the opening and closing of 10 grave sites.
3. Sold 2 new grave spaces.

Parks Department

1. The grounds crew picked up litter, mowed, trimmed bushes, hauled garbage to the dump, and maintained records at records room.
2. The maintenance crew maintained designated buildings downtown.
3. Put up the downtown Christmas decorations.

Animal Control

- Housed 20 dogs and 8 cats
- Number of dogs adopted: 2
- Number of cats adopted: 0
- Number of dogs rescued: 10
- Number of cats rescued: 6
- Number of dogs reclaimed by owner: 2
- Number of cats reclaimed by owner: 1
- Number of dogs euthanized: 0
- Number of cats euthanized: 0
- Number of warnings given: 29
- Number of bite cases: 0
- Citations issues: 2

Recycling

• OCC	21.43 tons	\$2,035.85
• Loose OCC	3.24 tons	\$ 0.00
• Plastics	3.33 tons	\$ 0.00
• Paper	0.0 tons	\$ 0.00
• Glass	0.00 tons	\$ 0.00
• Aluminum	0.00 lbs.	\$ 0.00
• Steel Cans	920 lbs.	\$ 36.80

2) **Recreation Department**

1 – PROGRAMS:

Youth Basketball – Registration for youth basketball concluded with 286 boys and girls registering to participate. Teams have been formed and practices began on November 17. Scheduled games will begin on Monday, December 10. Games will be played at Billy Bearden Recreation Center and Calhoun Middle school gyms.

Youth Football – The all-star football teams participated in the GRPA 5th District Football Championships November 10 and the Gordon Central Football Boosters Turkey Bowl November 17-18. The GRPA North Regionals were hosted by our agency December 1-2 with the 7-8 and 9-10 Calhoun

teams advancing to the GRPA Championships which will be hosted by our agency December 8.

Youth Soccer – The all-star teams participated in the GRPA District tournaments November 16-17 in Dalton. The u8, u10 and u12 Girls advanced to the GRPA State tournament held November 30 – December 1 in Dalton. The u12 Girls won the GRPA State Championship.

Tennis – The following leagues were played during the month - Fall Combo, Fall Quads and Tennis 101.

STARS – December 10 will be the Holiday Season celebration.

2- FACILITY USE:

Ratner Pavilion – 1 event
Playground Pavilion – 1 event
Recreation Center
Meeting Room – 5 events Community Room – 6 events
Gym – 14 events

3- WEBSITE/FACEBOOK:

FACEBOOK	WEBSITE
2,619 – Reached	900 - Sessions
7 – Posts	619 - Users
1,611 – Engagements	2,152 – Page Views
	16 – Posts

4 – STAFF CONTINUING EDUCATION:

David Mitchell and Amber Broome attended the Georgia Recreation and Parks Association Annual Conference during the week of November 6-8 at Jekyll Island. A total of 18 hours of continuing education were obtained by staff attending Educational sessions.

3) Library

- There are 11,793 library card holders, 5,001 library visitors, and 5,050 total circulation.
- There were 150 story time attendance, 112 adult program attendance, 58 new users, 359 e-books, 635 audio books, 988 computer logins, and 9,634 Facebook visits.

B. Councilman Edwards submitted November reports as follows:

1) Electric Department

- Construction continues on the new Rockbridge Community Church and the Old Mill Town Homes on Old Mill Drive.
- South River street lighting should be completed this week.
- Electrical engineering has begun on the new City of Calhoun Board of Education (BOE) / Administration building.
- Electrical engineering has begun on the Wal-Mart expansion.

WORK ORDERS IN PROCESS OR COMPLETED FOR NOVEMBER:

• NEWLY CREATED	63
• COMPLETED AND CLOSED	49
• CONSISTING OF:	
• CAPITAL CONSTRUCTION	9
• STREET AND SECURITY LIGHTING-	26
• DISTRIBUTION MAINTENANCE	3
• OUTAGES / TROUBLE CALLS	2
• WORK FOR OTHER DEPARTMENTS	23
• NEW METER SETS	7
• METER MAINTENANCE/REPLACEMENT	8
• ELECTRIC LOCATE TICKETS PROCESSED-	391
•	

The City of Calhoun's Electrical load for November is estimated to be about 30,000,000 kilowatt hours (kWh). This is about 2 million kWh's less than November of 2017. Actual numbers will be released around December 17th.

2) **Telecommunications**

Telecommunications

- Connected two new internet customers and disconnected one service.
- Added 75 megabits of internet to existing customers.
- Installed fiber enclosure and spliced fiber inside Brittany Well office.
- Attended Cyber Security Workshop presented by America Public Power Association. For most attendees this was an introductory meeting to assess each company's cybersecurity readiness and present ideas on training and response to cyber-attacks to utility systems.
- Updated access equipment management server software.
- Started researching options for expanding virtual server system hard disk space.
- Refreshed billing software TEST database to prepare for installation of new version and testing.
- Opened 13 and closed 12 work orders.

Geographic Information Systems

- Received 2018 parcel data from Gordon County
- Installed updates for structure data layer
- Worked with Engineering Department on Water Modeling sessions.
- Updated the following GIS layers
 - Water system

- Water meter data
- Fire Department fire pre-plans and data folders for industrial and commercial buildings
- Physical addressing for building and billing information
- Fiber construction
- Cemetery
- Zoning
- Updated City and GIS web sites
- GIS login statistics for October
 - Total logins - 1,085
 - Mobile devices (cell phones and tablets) - 870
 - Other Computers - 215

3) **Building Inspections**

- Issued 53 permits for an estimated cost of \$3,817,007, collected \$12,305 in permit fees. This included 8 new residential, 1 residential remodel, 1 new commercial, 1 commercial remodel, 12 residential plumbing, 10 residential electrical, 1 commercial electrical, and 6 residential HVAC. 159 total inspections.

4) **Safety Committee**

- The safety committee met on November 6th and the topic of discussion was Arriving to and Leaving Work Safely.
- A safety inspection was completed on November 14th at the Mauldin Road Water Treatment Plant
 - Vehicle accidents: 1
 - Workers compensation: 1

C. Councilman Denmon submitted November reports as follows:

1) **Water and Sewer Operations**

Water Treatment Plant

- Total gallons withdrawn: 286,930,000
- Daily average: 9,564,333
- Wells: 86,460,000
- Big Springs: 40,870,000
- % produced by Brittany Drive: 44.3%
 - Brittany Dr. daily production to capacity: 35.96%
 - Mauldin Rd. daily production to capacity: 32.25 %
 - Rainfall for November – 7.77"

Waste Water Treatment Plant

- Treated a daily average of 7.698 MGD, with an average BOD effluent of 4, average suspended effluent of 11, and an average COD of 23.

Water Distribution & Wastewater Collection

- 203 work orders completed, 18 new water connections, 8 water service leaks repaired, 12 water main leaks repaired, 109 meter changes, 33 utility locates called in for work orders, 593 utility locates responses.
- 1,950 feet of Sanitary Sewer Services TV inspected, 483 utility locates completed, 4,800 feet sanitary sewer lines cleaned, 11 new sewer connections installed, 4 sewer services repaired.

2) Water and Sewer Construction

Water and Sewer Systems Active Projects

- As part of the new NPDES requirements, steps are underway to meet the storm water segment of the Watershed Protection Plan. EPD notified us on April 17th that our Section 319 Grant for Lynn Creek has been awarded. Contract should arrive in January 2019.
- A Section 319 grant has been applied for to do work on Blackwood Creek.
- Construction of the Love's Truck Stop Sanitary Sewer Lift Station is under construction and nearing completion.
- The North Henderson Bend Lift Station is under construction.
- The two inch galvanized line replacement continues utilizing city forces.
- S.R. 156 Water Main Relocation (GDOT/ RR Bridge Replacement @ Ranger) – We have coordinated with the bridge3 contractor to install the new main on the new bridge.
- Hwy 41 South at Lynn Creek (GDOT Widening Project) – This project is nearing completion.
- Ranger 12" Water Transmission Main – Materials are on site and permits have been acquired. Construction is scheduled to begin soon.
- New 2.0 Million Gallon Tank on Pittman Road – Foundation is under design.
- Peters Street Phase II Water and Sewer Relocations – Getting pricing for materials, construction should begin in January 2019.
- Debra Owens Sewer Extension – Phase I of the project is under construction.

Water & Sewer Projects in Development

- Airport Sanitary Sewer Relocation- Relocating approximately 4500 feet of sewer main to accommodate the airport expansion.
- North Wall Street and Redbud Road Intersection improvements- GDOT asked for, and were given an estimate to relocate any utilities in conflict with the proposed project.
- S.R. 136 Water Main Relocation for new Bridges at the Coosawattee River
- 4" water main relocation on South Wall Street to accommodate drainage for the new City Schools Central Office
- Hwy 41 South Sewer Extension

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

3) **Downtown Development Authority**

The DDA director attended a Business Engagement Committee meeting; a Young Professionals meeting & Booster Breakfast. The DDA & HPC held their regularly scheduled meeting. The HPC had two COA approvals. The Christmas Parade is scheduled for December 13th at 7 P.M. We hope to see the community at this last event of the year!

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

1) **Police Department**

- Made 386 cases with 5 DUI's
- Fines collected by Municipal Court - \$30,693
- Issued 482 warnings
- Investigated 58 highway accidents, 34 private property accidents
- Escorts - 97
- Incident reports -1,283
- Alarm responses - 250
- Miles patrolled: 44,432

2) **Municipal Court**

- Total Court cases- 467
- Court cases dropped- 121
- Number of Bond forfeitures- 261
- Number of Probation cases- 35
- Failure to appear- 40
- Subpoenas served- 9

3) **Fire Department**

186 Total reported calls for service for the Suppression Division

Dispatched Calls

- 0 Fire Incidents (\$0 in estimated Fire damage)
- 0 Overpressure Rupture, Explosion, Overheat (**NO FIRE**)
- 137 Emergency Medical Services / Rescue (Injuries, Medical, or Fatality)
- 9 Hazardous Conditions Incidents (**NO FIRE**; Leaks, Spills, Electrical Hazards; All Other Hazardous Conditions without injuries)
- 1 Service Calls (Water Leak; Assist Other Agencies with Non-Emergency Calls)
- 26 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

- Assisted with Fire Prevention programs for 2 days at Catoosa Senior Village, Phases 1 & 2.
- Completed all routine vehicle and station maintenance.

Training Division

CFD completed 357 Total Man Hours of training during the month.

Training consisted of:

- Firefighter Survival
- Communications
- Ladders
- Forcible entry
- Ropes and Knots

Fire Inspections - Public Safety Education –

Code Enforcement Division

95 Total Reported Activities / Inspections completed during the month.

Inspections / Enforcement

- 35 Annual Inspection
- 6 New Business Inspections
- 18 Requested Inspections
- 10 Follow Up, Re-Inspections
- 0 Burn Site Inspections
- 3 Plan Reviews
- 0 Pre-Construction Meetings
- 1 Sprinkler Permits Issued
- 0 Tank Permit
- 23 Consultations
- 0 Illegal Burning Citations

Additional Inspection - Public Safety & Codes Division Activities

- Lt Duvall participated in UST fuel tank / records inspection at CFD Station 1 and Electric Department with Ga Dept. of Natural Resources.
- Conducted a Fire Extinguisher class at Field Turf Corporation.

7. Public Hearing and Comments

None

8. **Old Business**

- A. Mayor Palmer gave the second reading of a beer, wine, and distilled spirits pouring license request for Track Side Pizza & Pub, at a location of 116 Park Avenue, by Derrick Williams. Mr. Williams will also be the restaurant manager. The public hearing will be held on December 17th.

9. **New Business**

- A. Mayor Pro Tem Crowley gave the Revolving Loan Advisory Committee report concerning a loan application by Lisa Holloman. The Revolving Loan Committee met on Friday, December 7th and made a recommendation to approve the loan request. Mayor Pro Tem Crowley made a motion to approve the current loan application for \$175,000 or up to \$240,000 with additional collateral. Councilman Denman gave a second with all voting aye, motion approved. Mayor Pro Tem Crowley noted that 766 jobs had been created since the inception of the Revolving Loan Fund. Mayor Palmer noted that \$220,000 will remain available in the fund for future loans.
- B. The Calhoun Recreation Authority met on Monday, December 10th to discuss and recommend replacements to the Authority. Mayor Pro Tem Crowley made a motion to approve the following recommended appointments to fill vacancies on the Calhoun Recreation Authority Board which include Sam Curtis, Claude Sisson, and Roger Rigney. Councilwoman Palazzolo gave a second with all voting aye. Motion approved. The appointments are for a six year term.
- C. Mayor Palmer read a Pawn Manager Change request by TitleMax of Calhoun #1 at a location of 333 Hwy 53E. The prior manager was Kris Reece and the proposed new manager is Amanda Jane Staib. Councilwoman Palazzolo made a motion to approve the request. Councilman Denmon gave a second with all voting aye.
- D. Mayor Palmer read a Pawn Manager Change request by Check into Cash of Georgia, LLC at a location of 136 W. Belmont Drive, Suite 13. The prior manager was Alejandra Solis and the proposed new manager is Karen Trujillo. Councilman Edwards made a motion to approve the request. Councilwoman Palazzolo gave a second with all voting aye.
- E. Mayor Palmer gave the annual Business License renewal readings, asking for a motion on each category.

1) Councilman Edwards made a motion to approve the following pawn license renewals. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.

- Check into Cash of Georgia, LLC

2) Mayor Pro Tem Crowley made a motion to approve the following beer package license renewals. Councilman Edwards gave a second with all voting aye. Motion approved.

- A Knight Hi Tech
- Food Mart & Tobacco

3) Councilman Edwards made a motion to approve the following beer and wine package license renewals. Councilman Denmon gave a second with all voting aye. Motion approved.

- A Knight #2

- Food Outlet, IGA

4) Mayor Pro Tem Crowley made a motion to approve the beer, wine, and liquor package license renewal for Warehouse Liquor. Councilman Denmon gave a second with all voting aye. Motion approved.

5) Councilman Edwards made a motion to approve the beer, wine, and liquor pouring license renewal for Duke's. Councilman Denmon gave a second with all voting aye. Motion approved.

6) Mayor Pro Tem Crowley made a motion to approve the following beer and wine pouring license renewals. Councilman Denmon gave a second with Mayor Pro Tem Crowley, Councilman Denmon, and Councilman Edwards voting aye, and Councilwoman Palazzolo abstaining. Motion approved.

- Wall Street Catering
- Classic Kitchen

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

11. **Work reports:**

- A. Eddie Peterson, City Administrator, had nothing to report.
- B. Larry Vickery, Utilities Administrator, stated the Electric Department was requesting to increase their budget for the already budgeted Ford F-250 by \$15,000 to purchase an F-350 flatbed instead to better fulfill the department's needs. Councilman Denmon made a motion to approve the request. Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.
- C. George Govignon, City Attorney, had nothing to report.

12. **Motion to move to Executive Session, if needed**

13. **Motion to return to General Session**

14. **Motion to Adjourn**

There being no other business to come before the Council Mayor Pro Tem Crowley made a motion to adjourn. Councilman Edwards gave a second with all voting aye. The motion was approved and the meeting adjourned at 7:30 p.m.

Approved:

Submitted:


James F. Palmer, Mayor


Sharon Nelson, City Clerk