

**CITY OF CALHOUN
REGULAR CITY COUNCIL MEETING
DEPOT COMMUNITY ROOM
109 SOUTH KING ST
JANUARY 17, 2011 7:00 P.M**

MINUTES

**PRESENT: James F. Palmer, Mayor
David Hammond, Councilman
Al Edwards, Councilman
Matt Barton, Councilman**

**ALSO: Eddie Peterson, City Administrator
William P. Bailey, City Attorney
Garry Moss, Police Chief
Kelly Cornwell, Director of Utilities
John Banks, Superintendent of Waste Water Treatment Plant
Mark Williams, Superintendent of Water Distribution and
Waste Water Collection
Chief Lenny Nesbitt, Fire Chief
Jerry Crawford, Director Water Treatment and Waste Water
Treatment
Kimberly Townsend, Recreation Director
Andrea Bramlett, Director of Finance/Utilities
Larry Vickery, Electric Department Superintendent
Alicia Stewart, Director of Finance/ General
Ray Dudkowski, Manager of Customer Service
Danny Stevens, Water Treatment Superintendent
Brad Carrick, Superintendent Telecommunications
Eric Stewart, Golf Professional Manager**

1. Mayor Palmer called the meeting to order and welcomed everyone in attendance.
 - A. Councilman Edwards gave the invocation.
2. Mayor Palmer led the group in the Pledge of Allegiance to the United States Flag.
3. Mayor Palmer asked that item c) on the agenda be the nomination of Mayor Pro Tem. Councilman Edwards made a motion to approve the agenda with the correction, Councilman Barton second the motion, all voted aye, motion approved.

4. Councilman Barton made a motion to approve the minutes of the December 20, 2011 and to approve the December 20, 2011 Executive minutes, Councilman Edwards second the motion, and all voted aye, motion carried.

5. **Mayor's Comments:**

- A. Mayor Palmer welcomed Kim Townsend as the Recreation Director. Kim has over nineteen years of experience working in the Recreation and Parks field. She was employed with the Cherokee Recreation and Parks Agency in Woodstock, Ga. since 1991.
- B. Mayor Palmer and Councilman Hammond thanked Kevin McEntire and Mark Williamson for the street cleanup during the snow on January 10, 2011.
- C. Mayor Palmer reminded council and the public of a the public hearing regarding an annexation and zoning request of R-1 by Andrea Holland, owner, for the location of 156 Little Pine Drive, Calhoun. The date for the Zoning Advisory Board meeting is 02-10-11, and the public hearing is set for Feb. 14, 2011.
- D. Mayor Palmer reminded council of Mayor's Day Training and GMA Conference January 22-24, 2011 in Atlanta.
- E. Councilman Hammond recommended that a yearly rotational basis for Mayor Pro Tem be established. Councilman Hammond made a motion to nominate Councilman Edwards as Mayor Pro Tem. Councilman Barton second the motion, all voted aye, motion approved.
- F. Mayor Palmer announced the 2011 appointments of City Council member's appointments, Per Sec. 2-33 of the Calhoun Code of Ordinances, for 2011.
 - 1) Mayor Pro Tem Edwards; Police, Fire, ZAB, Downtown Development, Main Street Partnership.
 - 2) Councilman Barton; Sanitation, Street, Cemetery, Animal Control, Safety Committee, Recreation and Parks
 - 3) Councilman Hammond; North West Georgia Regional Commission, Electric, Telecommunications and Airport.
 - 4) Councilman Crowley; Water and Sewer Operations, Water and Sewer Construction, Building Inspection, the Utility Board, Revolving Loan Committee and Schools.

6) Council Comments;

A. Councilman Edwards gave the December reports as follows:

1) Street Department

- o Ran brush truck, leaf vacuum and street sweeper routes.
- o Placed 10 new street signs
- o Completed 13 shop and 15 street department work orders
- o Ran storm water Maintenance plan on Dec. 10th checking all grates and pipes in the city.
- o Crews worked the annual Christmas Parade of Lights, setting out traffic cones, barricades, blocking and unblocking streets and picked up trash.
- o Stand-by crews were called out for snow and ice on two separate occasions. The first was Dec. 15th when a fine mist of rain quickly turned into black ice. The second was on Christmas Day and the after when approx. 3" of snow fell.
- o Performed maintenance on the mountain bike trail, cutting and removing trees that had fallen.
- o Cut and removed a tree that had fallen in the roadways on Curtis Parkway and East Fuller Drive.
- o Repaired a shoulder of the road at the intersection of Stewart Drive and Donna St.
- o Replenished supply of road salt to be prepared for any more winter weather conditions.

2) Cemetery Department

- o Performed routine maintenance on Fain and Chandler Cemetery
- o Supervised the opening and closing of 17 grave sites.
- o Sold 10 new grave spaces
- o Worked 0 grave sites

3) Rabies Control

- o Housed 13 dogs, and 14 cats.
- o Issued 4 warnings leash law violation.
- o Answered 38 customer calls

4) Parks Department

- o The Parks Department grounds crew picked up litter, hauled garbage to the dump, books from the library and maintained records at records room.
- o Kept up maintenance on all equipment.

- o Cleaned City Hall at weekly intervals.
- o Installed Christmas Decorations at the Depot, City Hall, BB&T Park and the downtown area.
- o Maintenance crew performed general maintenance on all designated areas.

5) Safety Committee

- o Safety topic- Benefits of safety and health programs
- o Safety Inspection- Brittany Drive site
- o Accidents- Workers Comp-0; Vehicle Accident- 0

B. Councilman Barton gave the December reports as follows:

1) Water Treatment Plant Facility

- o Pumped a total of 296,430,000 gallons of water for a daily average of 9,562,258 million gallons
- o The Brittany Drive Treatment Plant produced 43.0% of the City's potable water for the month.

2) Waste Water Treatment Plant Facility

- o Treated a daily average of 4.61 MGD, with an average BOD effluent of 7, average suspended effluent of 9, and an average COD of 51

3) Water System

- o The AMR Phase II is approx. 99.99 complete.
- o The Brittany Dr. Expansion Project –Construction has begun the installation of soil and erosion control devices.
- o Crews began replacing approx. 4' of old pipe on Reeves Station Rd. Work has been somewhat slow due to the amount of rocks encountered, but is expected to be completed by Jan. 2, 2011.

4) Water & Sewer

- o The College St. and Red Bud Rd. Utility relocation project is under construction, but has been delayed somewhat by the weather and the holidays.
- o I-75 & Red Bud Rd. Utility Relocation is in final design and GDOT plans to begin construction on 2011.
- o SR 53 & US 41 GDOT Intersection Improvements are in development.

- o So. River St. Gravity Replacement Sewer, Pisgah Drainage Sewer Replacement are in the deployment stage.
- o Ranger 8" Water Main replacement has been delayed in order to allow the City of Ranger to apply for a DOT grant.

5) Projects in Engineering Conceptual Design

Sewer: King St. & Pine St. Replacement Sewers

Blackwood Creek Trunk Sewer Replacements

Water: SR 136 & I-75 GDOT Water Main Relocation

Rehabilitation of the Coosawattee & Oostanaula Intakes

Shaw Rd. Water Transmission Main

SR 225 Water Main Relocation (GDOT Bridge @ New Echota)

6) Building Inspection Department

- o Issued 18 permits for an estimated cost of \$1,532.00 This included 3 grading permit, 0 new residential, 0 new commercial, 1 commercial remodeling, 0 residential plumbing, 1 commercial electrical, 2 industrial electrical, 3 sign permits, and 0 NOI.

C. Mayor Palmer gave the December reports as follows:

1) Electric Department

Long Term Projects under Construction

- o The utilities construction crews continue to be supported by electric maintenance personnel as needed to complete all remaining Water Dept. and Waste Treatment plant projects and controls.
- o Phase II of the System Loss Program for 2010-2011 is progressing. Our consultant, Power Engineering will update the system relay and protection plan as well.
- o The Padmount transformer Inspection Project by Electric Department personnel is continuing.
- o The electric AMR Project is virtually complete with 5270 residential and single phase demand electric meters and three phase meters set through October. Only 24 3-phase meters need rewiring remain to be set.

Projects and Maintenance under construction

- o Planning & design has been revised and completed for the Coosa Valley Tech Phase III. Relocation & installation of

multiple Electric facilities continue. The project is near completion.

- o Shaw Plant 7 restart project is complete.
- o The Electric Department has met with the contractor at several intersections to coordinate service facilities construction for the GDOT Intersection Improvements. The City of Calhoun has received 3 concrete poles & additional materials for the project. Calhoun will receive 100% reimbursement for its expenditures.
- o The Dot Intersection widening of Red Bud College Sts. Is under construction.
- o On-line Energy Audit Software is near completion and will be available to Calhoun's customers by summer 2011.

Work orders in process or completed for November

- o Street and security lighting-46
- o New business and maintenance-40
- o After hours trouble and callouts-15
- o City Electrical Maintenance-33
- o Meter maintenance/replacement-10
- o New Customer sets-6
- o Monthly Total System Locate Tickets – 179
- o The Electric system purchased 28,074,607 Kwh in Nov.

Note: This is the most KWH's Calhoun has sold in any Nov. since 2005.

2) Telecommunications Departments

- o Finished Internet Construction for one customer and started construction on two new Internet customers.
- o Converted 1 customer from a point-to-point service to Internet service
- o Attended the Disaster Mitigation meeting to review previously identified issues and learn how to submit new issues.
- o Started work on comprehensive year-to-date electric report.
- o Opened 34 and closed 18 work orders

3) Geographic Information Systems

- o Completed geo-coding billing addresses to physical addresses. Have mapped almost 20,000 building and 10,000 accounts.
- o Continue to help Engineering, Water and Electrical personnel for training and assist with data clean-up.
- o Started verifying electric phasing in GIS to field observations.

- o Installed Mobile GIS program on to Fire Department computer

D. Councilman Hammond gave the December report as follows:

1) Police Department

- o Made 663 cases with 3 DUI's
- o Fines collected by Municipal Court - \$49,806.00
- o Issued 655 warnings
- o Investigated 64 highway accidents, 30 private property accidents
- o Provided 45 escorts
- o Files 1,389 incident reports
- o Responded to 293 alarms
- o Patrolled 49,141 miles
- o Responded to 5,193 calls for service by E-911

2) Fire Department

- o Responded to 88 calls for service, 9 fire incidents for damages
- o Responded to 0 Overpressure rupture, explosion, overheat
- o Responded to 38 medical service calls with 31 patients and 3 deaths
- o Responded to 13 hazardous conditions incidents
- o Responded to 4 miscellaneous service calls, 19 false alarms, 5 good intent, 0 severe weather & natural disaster, and 0 special incident call
- o
- o Members worked on required state firefighter core competencies
- o Completed all routine duties and training

3) Fire Inspection Department

- o 180 total reported activities/inspections which included 39 annual inspections, 0 new business inspections, 41 requested inspections, 24 follow-up or re-inspections, 1 burn-site inspections, 1 plan review, 1 sprinkler permit issued, and 73 consultations
- o Inspectors & firefighters conducted a Fire Extinguisher class at Colormasters.
- o Both inspectors attended the LEPC meeting
- o Lt. Dooley attended the city safety meeting

7) Public Hearings

A) Mayor Palmer read a Beer License request from Patsy Colleps, manager, for Chevron Food Mart, at a location of 549 Hwy. 53, Calhoun, Ga.

- Mayor Palmer opened the public hearing
- Peterson stated signs on the property, notices to the adjoining property owners and notices to the local legal organ were completed.
- Mayor Palmer asked if there were any questions/comments
- There were no other comments and the public hearing was closed.
- Councilman Hammond made a motion to approve the request. The motion was second by Councilman Barton with all voting affirmatively, motion carried.

8) Old Business: None

9) New Business:

A) Mayor Palmer read the fees for qualifying for the 2011 elections:

Mayor - \$432.00
Council - \$144.00
School Board - \$1.00

Councilman Barton made the motion to set the fees as stated, Councilman Edwards second the motion, all voted aye, motion approved.

B) Mayor Palmer made a recommendation to appoint the following department heads for 2011.

General Government Division:

Eddie Peterson – City Administrator/City Clerk
Director of Finance – Alicia Stewart
Police Chief – Garry Moss
Fire Chief - Lenny Nesbitt
Director of Public Works - Kevin McEntire
Recreation Director – Kimberly Townsend
Golf Professional – Eric Stewart

Superintendent of Maintenance (Golf) - Harold Franklin
Mainstreet Director – Suzanne Roland

Utility Division:

Director of Utilities - Kelly Cornwell
Director of Finance/Utilities – Andrea Bramlett
Director of Electric - Larry Vickery
Director of Telecommunications – Brad Carrick
Director of Customer Service – Ray Dudkowski
Director of Water & Sewer - Jerry Crawford
Manager of Engineering Department – David Burnett
Superintendent of Water Treatment – Danny Stephens
Superintendent of Water & Sewer Construction – Mark Williamson
Superintendent of Sewer Treatment – John Banks
Superintendent of Water & Sewer Maintenance – Bobby Robertson
Customer Service Manager – Ray Dudkowski

Councilman Barton made the motion to approve the appointments, Councilman Edwards second the motion, all voted aye, motion approved.

- C) Councilman Barton made a motion to appoint the Bert Vaughn as City Chaplin for 2011. The motion was second by Councilman Edwards with all voting affirmatively, motion carried.
- D) Councilman Edwards made a motion to appoint William P. Bailey as City Attorney for 2011. The motion was second by Councilman Barton with all voting affirmatively, motion carried.
- E) Councilman Hammond made a motion to appoint Suzanne Hutchinson as Municipal Court Judge for 2011. The motion was second by Councilman Barton with all voting affirmatively, motion carried.
- F) Councilman Hammond made a motion to appoint Rebecca Paris as Indigent Defense Attorney for 2011. The motion was second by Councilman Barton with all voting affirmatively, motion carried.

G) Councilman Barton made a motion to appoint Randy Jackson as Town Marshal for 2011. The motion was second by Councilman Hammond with all voting affirmatively, motion carried.

H) Councilman Hammond made a motion to approve FY 2010 Audited Financial Statements. Councilman Barton second the motion, all voted aye, motion approve.

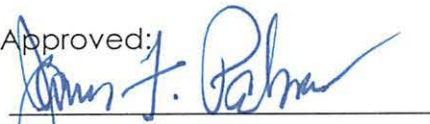
10) Other written items not on the agenda: None

11) Work Reports

- a) Kelly Cornwell, Director of Utilities
- b) Eddie Peterson, City Administrator

12) Councilman Barton made a motion to adjourn. The motion was second by Councilman Hammond, with all voting affirmatively, motion carried.

Approved:



James F. Palmer, Mayor

Submitted:



Eddie Peterson, City Administrator