

**CITY OF CALHOUN
REGULAR CITY COUNCIL MEETING
DEPOT COMMUNITY ROOM
109 SOUTH KING ST
DECEMBER 12, 2011 7:00 P.M.**

MINUTES

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

ABSENT: George Crowley, Councilman

**ALSO: Eddie Peterson, City Administrator
Bill Bailey, City Attorney
Larry Vickery, Utilities General Manager
Jeff DeFoor, Director of Electric Utilities
Paul Worley, Deputy Clerk
Jerry Crawford, Water and Sewer Director
Gary Moss, Chief of Police
Lenny Nesbitt, Fire Chief
Brad Carrick, Telecommunications Director
Danny Stephens, Water Plant Superintendent**

1. Mayor Palmer called the meeting to order and welcomed everyone in attendance.
 - A. Mayor Palmer gave the invocation.
2. Mayor Palmer led the group in the Pledge of Allegiance to the United States Flag.
3. Mayor Palmer stated that he wanted to add an item under Mayor's comments to recognize the Calhoun Yellow Jacket Football team for winning the State Championship. Councilman Hammond made a motion to approve the agenda as amended, Councilman Barton seconded the motion. All voted aye, motion approved.
4. Councilman Barton made a motion to approve the minutes of the November 28, 2011 City Council Meeting. Councilman Edwards gave a second with all voting aye, motion approved.
5. **Mayor's Comments:**
 - A. Mayor Palmer congratulated the Calhoun Yellow Jacket football team for defeating Buford in the State Championship game. Mayor Palmer stated that he was excited to see what good coaching, talent, and big hearts could accomplish on the football field. Mayor Palmer agreed with Head Football Coach Hal Lamb that this State Championship win was a win for the entire Calhoun Community.

- B. Mayor Palmer announced that there will be a parade to honor the Calhoun football team on December 15th at 7:30pm in downtown Calhoun. The parade request was approved by the Georgia Department of Transportation. Councilman Barton made a motion to approve the parade request. Councilman Edwards gave a second with all voting aye, motion approved.
- C. Mayor Palmer stated that the Mayor's Christmas Motorcade will deliver gifts to the Rome Civic Center on December 13th. The gifts will be distributed to mental health clients in the Northwest Georgia region. The Northwest Regional Hospital has been closed and the mental health clients were moved to community-based housing, but will still receive gifts through the GMA Mayor's Motorcade.
- D. Mayor Palmer reminded the public of an annexation and zoning of C-2 for 0.29 acres at a location of 1109 South Wall Street for Linda Walters. The ZAB will meet on January 5th 2012 and the Public Hearing will be on January 9th 2012.
- E. Mayor Palmer stated that the next City Council meeting will be on December 19th due to the Christmas holidays.
- F. Mayor Palmer announced that the City of Calhoun offices will be closed December 23th and 26th for Christmas and January 2nd for the New Year's holiday.

6. Council Comments:

- A. Councilman Edwards gave the November reports as follows:

1) Police Department

- Made 704 cases with 12 DUI's
- Fines collected by Municipal Court - \$64,761.80
- Issued 761 warnings
- Investigated 48 highway accidents, 25 private property accidents
- Provided 69 escorts
- 1,551 incident reports
- Responded to 304 alarms
- Patrolled 46,597 miles
- Responded to 4,941 calls for service by E-911

2) Fire Department

- Responded to 142 calls for service for the suppression division, 3 fire incidents for damages
- Responded to 99 medical service calls
- Responded to 4 hazardous conditions incidents
- Responded to 147 false alarms or false calls, 7 good intent, 0 severe weather & natural disaster
- Calhoun Fire participated in a food drive for the VAC with Gordon County Fire, City and County Schools. CFD and the City Schools collected over 24,000 items for the VAC. This does not include Gordon Fire and the County Schools total.
- All personnel completed a "hands on" Interior Structural Fire class at Gordon County Fire Dept.
- Assisted with an Evacuation Drill at Calhoun High School.
- Four members of the department attended a Rail Car Haz Mat class in Forsyth at GPSTC.

- Continued the second round of pressure testing of fire hydrants in the City of Calhoun.

3) Fire Inspection Department

- 121 total reported activities/inspections which included 19 annual inspections, 1 new business inspections, 15 requested inspections, 16 follow-up or re-inspections, 2 burn-site inspections, 1 illegal burning citation, and 56 consultations
- Attended City safety meeting
- Worked with City of Calhoun GIS department on hydrant locations.
- Both inspectors attended a fire prevention evaluation program in Forsyth at GPSTC.
- Inspectors attended NW Georgia Fire Investigators Association meeting.

4) Zoning Advisory Board

- The Zoning Advisory Board met on December 8th and discussed the rezoning request of a 176 acre Planned Residential Development to A-1 by Worth Enterprises. The ZAB recommended that the rezoning request be granted.

5) Downtown Development Authority and Main Street Program

- Construction bids for Streetscape Phase III will be received at The Calhoun Depot, 109 South King Street, P.O. Box 248, Calhoun, GA, 30703-0248, until 2:00 p.m., Wednesday January 18, 2012 and publicly opened and read. Bids should be sent to the attention of Suzanne Roland, Director, City of Calhoun DDA. An optional pre-bid meeting will be held at The Calhoun Depot on Wednesday, December 14, 2011 at 2:00 p.m. All bidders are encouraged to attend. Bid documents may be examined at the F.W. Dodge Rooms in Atlanta/Marietta or at the Project Manager's Office at The Calhoun Depot, 109 South King Street, Calhoun, GA, 30703-0248. This project is scheduled to begin in the first quarter of 2012.

B. Councilman Barton gave the November reports as follows:

1) Street Department

- Completed 16 shop and 16 street department work orders.
- Placed 6 new street signs.
- Cleaned out 891 feet of ditch line at various locations around the City.
- Continued installing 10,000 square feet of fescue sod on bare spots at Fain and Chandler cemeteries.
- Removed blown down trees and performed regular maintenance on the mountain bike trails.
- Hauled mulch to Fain and Chandler cemeteries to be used around trees.
- Filled in low spots at the old Harris Beamer Landfill.

- Street Department crews spent much of their time on the annual leaf clean up in the City.
- 2) **Cemetery Department**
- Performed routine maintenance on Fain and Chandler Cemetery.
 - Supervised the opening and closing of 11 grave sites.
 - Sold 7 new grave spaces.
 - Worked 3 grave sites.
- 3) **Rabies Control**
- Housed 54 dogs, and 21 cats
 - Issued 7 warnings
 - Answered 62 customer calls
- 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.
 - Kept up maintenance on all equipment.
 - Cleaned City Hall at weekly intervals.
 - The building and maintenance crew performed routine maintenance on designed city buildings and all fountains.
 - Put up Christmas decorations around town.
- 5) **Safety Committee**
- Safety topic- Reducing risk of heart attack
 - Safety Inspection- Water Plant
 - Accidents: Vehicle Accident-0
 - Workers Comp: 0
- 6) **Recreation Department**
- Youth basketball registration numbers
 - Total registered- 275 ages 7-18 boys and girls
 - Total City residents- 171
 - Total County residents- 104
 - Total receiving United Way funding- 39
 - Youth Football- Calhoun Recreation Department hosted the GRPA 5th District Football Championships for Class B November 15 - 19, 2011. The 9-10 Calhoun All-Star team won the GRPA 5th District Football Championship advancing to the GRPA State Championships in Thomson-McDuffie County December 10-11, 2011.
 - Youth Soccer- Calhoun Recreation Department hosted the GRPA 5th District Soccer tournament November 14 – 19, 2011 for the U10 and U12 Coed divisions. 13 teams participated in this event. The Calhoun U10 finished runner-up in their division and advanced to the GRPA State tournament in Columbia County December 2 – 3. The Calhoun All-Stars finished runner-up in the State tournament.

- Facility rentals for October: Ratner Pavilion- 1, Playground Pavilion- 4, Recreation Center- 4
- Upcoming events- 2nd Annual Christmas Basketball Tournament- December 19-30, 2011, Spring soccer registration begins January 16th
- **2012 TOURNAMENTS AND EVENTS: SCHEDULED TO DATE -**
 - GRPA 5TH DISTRICT SWIM MEET CLASS B/C – JULY 7, 2012
 - GRPA STATE MIDGET (11-12) BOYS BASEBALL TOURNAMENT – JULY 10 – 14, 2012
 - GRPA STATE MITE (9-10) GIRLS LIVE FAST PITCH TOURNAMENT – JULY 11 – 14, 2012
 - GRPA 5TH DISTRICT SWIM MEET CLASS B/C – JULY 7, 2012

C. Mayor Palmer gave the November report as follows:

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

- Maintenance crews are going forward with minor upgrades to the Coosawattee Intake. The project consist of replacing check valves and switch gear for three of the four raw water pumps. The project is scheduled to be back on track by January 2012.
- Engineering Department is numbering each valve in the water system by attaching ID tags to the inside of each valve box. This is going very well and will provide better control when opening and closing key valves.
- Water System Flushing Program continues and is on schedule with Zone 1 completed and Zone 2 underway. Proposed schedules are listed on the City of Calhoun web site at www.cityofcalhoun-ga.com.
- Regarding the phosphorus removal at the wastewater treatment plant; we are considering a large scale pilot study using sodium aluminate. This chemical could help reduce the amount of sludge produced by chemical precipitation of the phosphorus and also reduce the effects of chemical addition on the total alkalinity of the waste stream.

2) **Water Treatment Plant Facility**

- Pumped a total of 273,120,000 gallons of water for a daily average of 9,104,000 gallons.
- The Brittany Drive Treatment Plant produced 40.8% of the City's potable water for the month, and Big Springs – 0
- Rainfall 6.12"

3) **Waste Water Treatment Plant Facility**

- Treated a daily average of 5.929 MGD, with an average BOD effluent of 5, average suspended effluent of 9, and an average COD of 40.

4) **Water Distribution**

- 2 Water connections, 30 water service leaks repaired, 21 water main leaks repaired, 2 fire hydrant repaired, 4 change out of meters, 137

work orders completed, 65 utility locates called in for work orders, 360 utility locates responded to, and 74 misc. calls

- Continued installing new 8" line on Hwy. 156 in the area of Reeves Station Road
- Continued work with Engineering on main flushing project
- Began installing insulation in all large meter pits for upcoming low temperatures.

5) Waste Water Collection

- 1,450' Sanitary Sewer Services TV inspected, 292 utility locates completed, 1 lift station repairs completed, 8,400' sanitary sewer lines cleaned, 62 manholes opened and inspected
- Continued work on Brittany Drive Well expansion site
- Assisted engineering on water line flushing project

6) Building Inspection Department

- Issued 24 permits for an estimated cost of \$204,300.00. This included 0 new residential, 1 new commercial, 3 commercial remodeling, 1 commercial HVAC, 6 commercial electrical, 0 industrial electrical, 2 residential electrical, and 1 grading permit

D. Councilman Hammond gave the November report as follows:

1) Electric Department

Long Term Projects under Construction

- The utilities construction crews continue to be supported by electric maintenance personnel as needed to maintain all Water Department and Treatment plants and controls.
- Phase II of the System Loss and the System Protection Programs for 2011-2012 continues with our GIS mapping updates. Our consultant, Power Engineering, is updating the system relay and protection coordination data as it becomes available.
- The new water treatment project is underway with the engineering of controls and instrumentation needed for plant operation.

Projects and Maintenance under construction

- The Electric department continues to communicate with Calhoun Schools Construction Team for the new school. Engineering is complete for Electrical Utility construction and work should begin soon.
- The Electric Department continues to work with GDOT on the intersection improvements. New intersection lighting will begin as soon as traffic signal construction is complete.
- Electric utility pole integrity check is complete with 442 poles being checked out of the 5,000 City owned poles. Seventy poles were designated to be replaced. This phase of pole replacement is more than fifty percent complete.
- Christmas light and decorations are being installed.

Work orders in process or completed

- Newly created- 118
- Completed and closed- 118
- Consisting of:
 - Street and security lighting-70
 - New business and maintenance-14
 - After hours trouble and callouts-6
 - City electrical maintenance-22
 - Meter maintenance/replacement- 9
 - New customer meter sets- 5
 - Monthly total system locate tickets processed- 234

Electric system supplied- 28,949,928 Kwh in November. This is an increase of 3% over 2010, and 25% over 2009. Large industrial usage was up 6% from 2010 and 52% above 2009. This was the best November since 2005.

EECBG Report - The Energy Efficiency and Conservation Block Grant Program

Work has begun on the relighting project at 7 City of Calhoun department buildings (Electric, Fiber, Street, Water Construction, City Hall, Police and Probation). The Energy Audit program has been advertised and the Appliance Rebate program has delivered its first rebate check. Both programs are being well received by our customers.

2) Telecommunications Departments:

- Added one 1 Meg point-to-point circuit and 2 new internet circuits.
- Started construction on two new point-to-point circuits.
- Implemented outage message to play prior to customers selecting options when calling customer service. Setting up training for personnel responsible for recording message.
- Finished pole attachment inventory with North Georgia EMC.
- Retrieved detailed customer water and waste water data for fiscal year 2011 for rate study.
- Settled another long distance billing dispute with carrier saving \$3600.
- Opened 48 and closed 43 work orders.

3) Geographic Information Systems:

- Hosted sub-region meeting of the GIS professional group, *Urban and Regional Information Systems Association*, URISA. Meeting was attended by 20 people representing many county and municipal GIS departments in our area.
- Keeping online schedule up-to-date for water line flushing project.
- Continue to geo-code billing addresses to physical addresses, verify electric and water meter mapping for industrial and downtown commercial meters.
- Assisted Engineering with waste water infiltration project.
- Updated all water tank and sewer pump station attribute data.
- Continue to map fire hydrant and hydrant valve locations in the county.
- Created easement layer and started mapping water and sewer easements.

- Updated city and GIS websites.

4) Northwest Georgia Regional Commission

- Councilman Hammond stated that the projects listed on the Transportation SPLOST for Calhoun-Gordon County did make the final cut and will be included in the T-SPLOST if it passes in 2012.
- Councilman Hammond stated that one of the goals of the T-SPLOST was to increase walk ability, ride ability, and connectivity in communities around the State of Georgia. Councilman Hammond also commented that he had meet with City personnel to discuss the possibility of building bike trails along City utility easements as a possible project if the T-SPLOST passes.

7. Public Hearings and Comments:

- A. Mayor Palmer opened the public hearing for a zoning change request from PRD to A-1 for Worth Enterprises, Inc. The land is located on Dews Pond Road parcel number CG55-127 which contains 176 acres.
- Mr. Peterson stated that all signs and advertising requirements have been met.
 - Mayor Palmer asked if there were any comments from the applicant or the public. Mr. Zane Hollingsworth representing Worth Enterprises discussed the reason for the rezoning request. The tract was annexed into the City in August 2002 with plans to develop it with a mixture of single family and multi-family homes. The property never was developed due to the slow housing market. Mr. Hollingsworth stated that by having it zoned A-1 it would be more marketable to sell the land in 10 to 20 acre tracts when the housing market recovers.
 - Councilman Edwards stated that the Zoning Advisory Board met on December 8th and recommended that the rezoning request be granted.
 - Mayor Palmer closed the public hearing.
 - Councilman Edwards made a motion to approve the zoning change request. Councilman Hammond gave a second with all voting aye, motion approved.
- B. Mayor Palmer opened a public hearing for a taxicab regulatory license request by Manuel Reyes Salguero D/B/A: Reyes Taxi, at a location of 820 North Wall Street.
- Mayor Palmer asked if there were any comments from the applicant or the public. There were no comments.
 - Mayor Palmer closed the public hearing.
 - Councilman Barton made a motion to approve the taxicab license request. Councilman Hammond gave a second with all voting aye, motion approved.

8. Old Business:

- A. Mayor Palmer conducted the second reading to amend the Calhoun Code of Ordinances Chapter 14-Animals- prohibiting farm animals within the City limits except on land zoned A-1. The public hearing will be on December 19th.
- B. Mayor Palmer conducted the second and final reading of Pawn License renewal requests.
 - Frank McDonald for National Title Pawn of Calhoun
 - Clifford Cochran for Pete's Music & Pawn
 - Councilman Barton made a motion to approve the pawn license renewal requests. Councilman Hammond gave a second with all voting aye, motion approved.
- C. Mayor Palmer conducted the second and final reading of Taxi renewal requests.
 - Andres Hernandez for Oasis Taxi Service
 - Jose Manual Lima Alveno for Emanuel's Taxi
 - Councilman Edwards made a motion to approve the taxi renewal requests. Councilman Barton gave a second with all voting aye, motion approved.
- D. Mayor Palmer conducted the second and final reading of Beer Package renewal request.
 - Barbara Bishop for Dixie Beverage Shop
 - Phil Beamer for Phil Beamer Distributor- Red Bud Rd
 - Phil Beamer for Phil Beamer Distributor- Hwy 53
 - Councilman Edwards made a motion to approve the beer package renewal requests. Councilman Barton gave a second with all voting aye, motion approved.

9. New Business:

- A. Mayor Palmer conducted the first reading of a sign variance request by Greater Community Bank at a location of 305 West Belmont Drive. The variance request is to reduce the sign minimum setback from 10 feet to 4 feet. The Zoning Advisory Board will meet on February 9th and the public hearing will be on February 13th.
 - Mayor Palmer asked for a motion to approve the public hearing date of February 13th. Councilman Hammond made a motion to approve the public hearing date. Councilman Barton gave a second with all voting aye, motion approved.
- B. Mayor Palmer conducted the first reading of an ordinance to impose a 9-1-1 charge on prepaid wireless service at the retail point of sale. The revenue received would be placed into the Emergency Assistance Fund maintained by Gordon County. The public hearing will be on January 9th.
- C. Mayor Palmer asked Utilities General Manager Larry Vickery to explain a request to approve equipment bids for the Brittany Drive expansion project. Mr. Vickery reviewed the recommendations of Peoples & Quigley, Inc. who is the consulting engineering firm working on the Brittany Drive expansion project. (copy attached) The equipment included a vertical turbine transfer pump, backwash pump, blower equipment, and flocculator mechanisms. Councilman Barton made a motion to approve the equipment bid recommendations. Councilman Edwards gave a second with all voting aye, motion approved.

- D. Mayor Palmer reviewed a request by the Public Works Department to declare a list of equipment and lumber be declared surplus so it can be sold on Gov Deals. (copy attached) Councilman Edwards made a motion to approve the equipment and lumber be declared as surplus. Councilman Hammond gave a second with all voting aye, motion approved.
- E. Mayor Palmer explained a need for approval of Georgia Municipal Employee Benefits System (GMEBS) Restated Master Defined Benefit Retirement Plan. In order to ensure continued tax-favored treatment for GMEBS member plans, the IRS requires that all GMEBS member employers adopt the restated plan documents. Mayor Palmer stated that there were several documents to review and wished for the item to be tabled at this time. Councilman Hammond made a motion to table the restated master defined benefit retirement plan so the Council would have more time to review the documentation. Councilman Barton gave a second with all voting aye, motion approved.
- F. Mayor Palmer conducted the first reading of a zoning change request for Jackie Purgason with Morgan Taylor, LLC at a location of 107 Kent Drive. The request is for a two acre tract to be rezoned from R-1 to C-2. The ZAB will meet on February 9th and the public hearing will be on February 13th.
 - Mayor Palmer asked for a motion to approve the public hearing date of February 13th. Councilman Hammond made a motion to approve the public hearing date. Councilman Barton gave a second with all voting aye, motion approved.
- G. Mayor Palmer conducted the first reading of a taxicab renewal request by Lilian J. Barrera De Valladares for Taxi Los Buenos Amigos.
- H. Mayor Palmer conducted the first reading of a beer and liquor pouring renewal request by Marin Carranza for Los Gallos De Mexico
- I. Mayor Palmer conducted the first reading of a beer package renewal request by Jose L. Estrada for El Sol Hispanic Grocery.

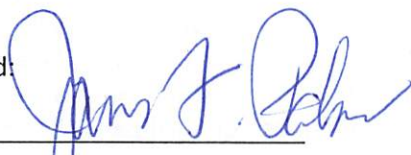
10. Other written items not on the agenda: None

11. Work Reports:

- A. Eddie Peterson, City Administrator
- B. Larry Vickery, Utilities General Manager

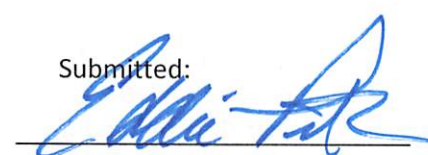
12. Councilman Hammond made a motion to adjourn. The motion was seconded by Councilman Barton with all voting aye, motion approved.

Approved:



James F. Palmer, Mayor

Submitted:



Eddie Peterson, City Administrator



PEOPLES & QUIGLEY, INC.
CONSULTING ENGINEERS
6059 BOYLSTON DRIVE, NE
SANDY SPRINGS, GEORGIA 30328
TELEPHONE (404) 255-2650 • FACSIMILE (404) 255-2852

December 6, 2011

Mr. Jerry W. Crawford
Water & Sewer Director
City of Calhoun, Utilities
700 West Line Street
Calhoun, GA 30701

Re: Equipment Bids for Expansion of the
Brittany Drive Water Treatment Plant

Our File No.: 321-05BX4

Dear Mr. Crawford:

We have tabulated and reviewed the seven bids received on October 27, 2011 for the referenced project. We are enclosing the original bids, a copy of the Bid Tabulation and one Cashier's Check from Invent Environmental Technologies, Inc. which was submitted as a Bid Bond. Three other Cashiers' Checks were submitted but the City retained them at the Bid Opening. The Invent check was not found until after the documents were brought to our office.

Based on our review, we recommend award of the contracts as follows:

- I. Vertical Turbine Transfer Pump – GPM Environmental, Inc., the low bidder, in the amount of \$73,720.00.
- II. Backwash Pump - GPM Environmental, Inc., the low bidder, in the amount of \$55,497.00.
- III. Blower Equipment – Pye Barker, the low bidder, for Gardener Denver equipment in the amount of \$22,354.00. Neither of the Bidders for this item provided a Bid Bond; however, we recommend waiving this requirement. We have discussed it with a GEFA representative and it will be acceptable to them.
- IV. Flocculator Mechanisms - Invent Environmental Technologies, Inc., the second low bidder, in the amount of \$53,490.00; this recommendation is discussed in the paragraphs below.

The low bid on the flocculators was from Kesco, Inc. who offered an Acumix unit. Because we were not familiar with the equipment, we had extensive discussions with the representatives of Kesco and Acumix in an effort to satisfy ourselves that the Acumix equipment

would be acceptable. As far as we were able to determine, there are no similar Acumix units in operation in water treatment plants. Several references were offered but they either did not have the equipment or they could not be reached. We were not able to confirm any such equipment in operation. The physical aspects of the equipment (mechanically) appear to be adequate based on the bid documentation. However, the hydraulic design of the impellor and the actual process performance (floc formation) is critical and this has not been demonstrated.

The second low bidder, Invent Technologies, offers a somewhat different technology but it has been installed and is operating in many locations. An extensive list was provided. We had reviewed this equipment during the bidding phase and concluded that it would meet the project requirements.

The new Brittany Drive plant will be completely automated with remote monitoring much of the time. Therefore, reliability, both mechanical and process performance, is critical. It would not be in the city's interest to install prototype equipment. Therefore, we have recommended that the city select the second low bidder.

If you concur with our recommendations, please sign all four copies of the enclosed "Notices of Award" and forward them to the vendors for acceptance. Three Notices are enclosed: GPM for the two pumps; Pye Barker for theblower; and Invent for the flocculators. We will then prepare the construction Contracts and send them contractors for signature.

If you have any questions, please call me at your convenience.

Sincerely,

PEOPLES & QUIGLEY, INC.



Robert F. Peoples, P.E.

Enclosures

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Public Works Department

We need to have the following used equipment and lumber declared surplus by the Council so we can put it on Gov. Deals.

PARKS DEPARTMENT

- 1- Gravely Zero – Turn mower 60 in. cut w/bagger
- 2- Simplicity riding mowers 38 in. cut
- 3- Stihl straight shaft weed eaters
- 1- Craftsman wood shaper
- 159 - 2x6x12 White pine tongue and groove boards

CEMETERY DEPARTMENT

- 8- Tanaka weed eaters
- 1- Redmax weed eater
- 2- Husquavarna weed eaters
- 3- Simplicity riding mowers 38 in. cut
- 1- Craftsman blower
- 2- 24000 window unit air conditioners