

**CITY OF CALHOUN
REGULAR CITY COUNCIL MEETING
DEPOT COMMUNITY ROOM
109 SOUTH KING ST
JULY 13, 2015 7:00 P.M.**

MINUTES

**PRESENT: James F. Palmer, Mayor
Al Edwards, Mayor Pro Tem
George Crowley, Councilman**

**ABSENT: David Hammond, Councilman
Matt Barton, Councilman**

**ALSO: Eddie Peterson, City Administrator; Paul Worley, City Clerk; George Govignon, City Attorney;
Garry Moss, Police Chief; Jeff Defoor, Director of Electric Utilities; Lenny Nesbitt, Fire Chief**

- 1. Mayor Palmer called the meeting to order and welcomed everyone in attendance.
A. Mayor Pro Tem Edwards gave the invocation.**
- 2. Mayor Palmer led the group in the Pledge of Allegiance to the United States Flag.**
- 3. Councilman Edwards made a motion to approve the agenda, Councilman Crowley seconded the motion. All voted aye, motion approved.**
- 4. Councilman Crowley made a motion to approve the minutes of the June 15, 2015 City Council meeting. Councilman Edwards gave a second with all voting aye, motion approved.**
- 5. Mayor's Comments:**
 - A. The Mayor and Council of the City of Calhoun officially adopted the operating and capital expense budget for the City of Calhoun on June 15, 2015, for the fiscal year July 1, 2015 through June 30, 2016. The official budget is available for review by the public at City Hall, 226 South Wall Street during regular business hours, or at the Calhoun-Gordon County Library at 100 N. Park Avenue during regular business hours, or online at www.cityofcalhoun-ga.com.**
 - B. The City of Calhoun has been awarded the Certificate of Achievement for Excellence in Financial Reporting for its comprehensive annual financial report for the fiscal year ending June 30, 2014. The certificate of achievement is the highest form of recognition in the area of governmental accounting and financial reporting. Individual award of Financial Reporting Achievement has been awarded to Andrea Bramlett, Director of Finance. This is the seventh year in a row the Calhoun Finance Department has received the award.**

6. Council Comments:

A. Mayor Pro Tem Edwards gave the June report as follows:

1) Electric Department

- The Bad Pole Replacement program continues on South Hwy 41 and behind the New Aldi Market.
- Construction continues on lighting Interstate I-75 and Hwy 53 at Exit 312. All ramps are completed and we are waiting on delivery of the high mast poles for the bridge lighting. The project will continue through July.
- Substation number 5 will begin construction in mid-August and is scheduled for completion in December. This will allow us needed capacity for growth and improved customer reliability.
- The City of Calhoun's Electrical load for June was 43,119,005 kWh. This was a new June record beating 2014 by almost 10%. Increases were seen in commercial and large industrial loads. This makes five consecutive record months, indicating positive signs for the economy and our community.

Work orders in process or completed

- Newly created- 78
- Completed and closed- 92
- Consisting of:
 - Capital construction- 9
 - Street and security lighting-17
 - Distribution Maintenance-17
 - Meter maintenance/replacement- 5
 - New customer meter sets- 6
 - Electric locate tickets processed- 236

2) Telecommunications Departments:

- Completed three new internet connections.
- Completed two customer moves to new locations.
- Disconnected two internet circuits.
- Repaired broken drop fiber from fallen tree.
- Participated in inaugural meeting of Northwest Georgia Regional Commission's formation of Digital Region 1. Digital Region 1's mission is to promote the expansion and marketing of digital technology in Northwest Georgia.
- Coordinated upgrade of financials test database to new version for user testing and training.
- Coordinated installation of new bill form for Finance department.
- Performed yearend inventory.
- Opened and closed 25 work orders.

3) Geographic Information Systems:

- Continued field mapping for storm water features.

- Updated water meter data.
- Updated pre fire plans for Fire Department
- Implemented and trained users on new tracing program for electric outage management.
- Updated fiber mapping.
- Updated addresses from changes in billing account data.
- Updated City and GIS websites.

4) Downtown Development Authority

- The DDA director attended a regional manager's meeting in Rome; a Calhoun DDA Committee meeting; a CVB/Tourism Committee meeting; a Small Business Development/Marketing Committee meeting; and the Chamber of Commerce Booster Breakfast where she spoke about the DDA and promoted the upcoming Summer Santa event.
- The event will be Friday, July 24TH at BB&T Park from 6:30-9:00pm. The band is the Dexter Thomas Band featuring Calhoun's India Galyan. Santa will be visiting kids and there will be prizes given away from local merchants to help promote downtown.
- The Farmers Market is being held every Monday at the Depot from 10-2 through September. There have been multiple vendors from Calhoun/Gordon County selling various fresh fruits and vegetables.

B. Councilman Barton was at the MEAG annual meeting representing the City of Calhoun and unable to attend the Council meeting. Therefore, Mayor Palmer gave the June report as follows:

1) Water, Sewer, and Engineering

- The Brittany Drive Expansion Project- We should have the new permit to operate by July 15th.
- Clarifier Mechanism Replacement Project- Nearing completion, but we are waiting on a part from AMWELL.
- 2" Galvanized Line Replacement Project- Construction is nearing completion on the first project area off Newtown Road and the second project area in the Hunts Subdivision is scheduled to begin soon.
- Flocculation and Sedimentation Control Project at the Mauldin Road Water Treatment Plant- The work on basin No. 4 is complete and work on basin No. 1 and 2 has begun and is progressing well.
- Coosawattee Intake Pump Replacement has been completed.
- Water system Modeling- We have the new hydraulic model and will receive software training in August.
- Peters Street Water and Sewer Relocation- Final design is nearing completion.
- Wilco Lane Sanitary Sewer Lift Station Replacement has been completed.

2) Water Treatment Plant Facility

- Total gallons withdrawn: 337,210,000

- Daily average: 11,248,033
- Wells: 143,130,00
- Big Springs: 350,000
- Percent produced by Brittany Drive: 42.5
- Rainfall- 2.57"

3) Waste Water Treatment Plant Facility

- Treated a daily average of 4.021 MGD, with an average BOD effluent of 6, average suspended effluent of 11, and an average COD of 85.

4) Water Distribution

- 10 Water connections, 39 water service leaks repaired, 17 water main leaks repaired, 86 water meters changed out/maintenance, 3 fire hydrants repaired, 12 yards or roadway edges repaired due to previous work, 4,240 feet of 8" ductile iron pipe installed, 27 utility locates called in for work orders, 341 utility locates responded to, and 81 misc. calls
- Performed pre-audit inventory of water construction department inventory.
- Installed 980' of 8" ductile iron pipe along Wellco Lane to replace 8" PVC line with four major line breaks in last two years.
- Closed out work order for installation of 3,260 feet of 8" ductile iron along Newtown Road from Food Lion North. Project to resume in August.

5) Waste Water Collection

- 1,400' Sanitary Sewer Services TV inspected, 265 utility locates completed, 2 lift station repairs completed, 3,900' sanitary sewer lines cleaned, 68 manholes opened and inspected, 5 new sanitary sewer connections, 4 sanitary sewer services repaired, 4,000' of sewer line right-of-way mowed
- Performed pre-audit inventory of sewer construction shop.

6) Building Inspection Department

- Issued 44 permits for an estimated cost of \$1,889,700, collected \$9,752 in permit fees. This included 1 new residential, 5 residential remodeling, 1 new commercial, 3 commercial remodel, 1 industrial remodel, 6 residential plumbing, 4 new residential and 2 commercial HVAC, 6 residential electrical, 1 commercial electric, 6 sign permits, 1 grading permits, and 44 total inspections.

7) Recreation Department

- **Youth Baseball and Softball** – All-Star teams participated in the district tournaments June 19 – 27, 2015. Eight teams represented Calhoun in GRPA District and Georgia Dizzy Dean tournaments. 8 Year Old Team – 2nd in Dizzy Dean District – participating in Dizzy Dean State July 10-12, 2015 7-8 Girls – 1st place GRPA 7-8 Coach Pitch
- **SWIM** – There were boys and girls registered for Blue Barracudas this summer. Home meets were June 1, 15, and 22. The Barracudas

participated in the GRPA District meet June 27 and 43 swimmers advanced to the GRPA State meet which will be held July 17-18.

- **TOURNAMENTS** – GRPA District – 7-8 Girls Coach Pitch; 5-6 Girls Coach Pitch – There were 15 teams from the 5th district that participated in this 4 day tournament. The economic impact for the community is estimated at \$73,125.00
- Registration for Football, Cheerleading and Fall Soccer are going on now through August 14. Hosted the ASA 10U and 18U Girls Fast Pitch State Tournament July 10 – 12, 2015.
- Website Usage – total visits 1,338

C. Councilman Crowley gave the June report as follows:

1) Police Department

- Made 507 cases with 4 DUI's
- Fines collected by Municipal Court - \$54,758
- Issued 582 warnings
- Investigated 49 highway accidents, 48 private property accidents
- Provided 75 escorts
- 1,444 incident reports
- Responded to 276 alarms
- Miles patrolled: 37,152
- Responded to 4,325 calls for service by E-911

2) Municipal Court and Probation

- Total Court cases- 257
- Court cases dropped- 61
- Number of Bond forfeitures- 149
- Number of Probation cases- 13
- Probation Payments- \$11,801
- Probation Revocations- 1
- Failure to appear- 44
- Prisoner transports- 13

3) Fire Department- Suppression

- Responded to 158 calls for service for the suppression division, 6 fire incidents for damages. (\$118,000 in estimated fire damage)
- Responded to 110 medical service calls
- Responded to 7 hazardous conditions incidents
- Responded to 14 false alarms or false calls, 18 good intent
- Completed testing fire hydrants in the City and testing of department fire hose.
- Assisted inspections with fire prevention class at Catoosa Sr. Village phase 1.
- Assisted inspections with fire extinguisher class at Liberty Tire Recycling.

Training Division

- Department completed 841 hours of training.
- Training consisted of apparatus driver, operator training, pre-incident planning class, computer logging and sketching, and state required core skills.

4) Fire Inspection Department

- 121 total reported activities/inspections which included 25 annual inspections, 5 new business inspections, 28 requested inspections, 30 follow-up or re-inspections, and 29 consultations
- Lt. Duvall worked with the Fuel Depot update.
- Lt. Fox attended the LEPC meeting.
- Inspections attended the NWGA Code Officials meeting.
- Tagged and updated hydrants list.
- Conducted fire extinguisher class at Gordon Central for 30 students.

D. Councilman Hammond was at the MEAG annual meeting representing the City of Calhoun and unable to attend the Council meeting. Therefore, Mayor Palmer gave the June report as follows:

1) Street Department

- Completed 21 shop and 13 street department work orders.
- Installed 12 new street signs.
- Inspected and maintained 103 miles of streets and storm drainage.
- Replaced 40 feet of sidewalk at the Library.
- Cleaned out a 30' section of ditch line on Victory Drive.
- Repaired pot holes and utility cuts using 64 tons of asphalt.
- Completed work on the animal control building expansion.

2) Cemetery Department

- Performed routine maintenance on Fain and Chandler Cemetery.
- Supervised the opening and closing of 12 grave sites.
- Sold 13 new grave spaces.

3) Animal Control

- Housed 24 dogs, and 24 cats
- Number of dogs adopted: 3
- Number of cats adopted: 3
- Number of dogs reclaimed by owner: 2
- Number of dogs euthanized: 2
- Number of cats euthanized: 5
- Number of warnings given: 16
- Number of bite cases: 4
- Citations issues: 0
- Number of inquiries: 61

4) Parks Department

- The Parks Department grounds crew picked up litter, hauled garbage to the dump, 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- Working in hot conditions
- Safety Inspection- Water/sewer construction
- Vehicle Accidents: 0
- Workers Compensation: 0

7. Public Hearings and Comments:

- A. Mayor Palmer opened a public hearing for an annexation and zoning of R-1B for 0.55 acres at a location of 205 Pineapple Drive for Shane Bagley.
- Mr. Peterson stated that all advertising requirements have been met.
 - Mayor Pro Tem Edwards stated that the Zoning Advisory Board did not have a quorum on July 9th, but the Zoning Review Committee did meet to discuss the annexation and the only potential problem is that the residence is over 1,000 feet away from the nearest fire hydrant, which could potentially delay adequate fire protection to the property. The home owners need to be aware and acknowledge the potential delay in getting an adequate water supply to the property.
 - 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 205 Pineapple Drive. Councilman Crowley gave a second with all voting aye, motion approved.
 - Councilman Edwards made a motion to approve the zoning of R-1B for 205 Pineapple Drive. Councilman Crowley gave a second with all voting aye, motion approved.
- B. Mayor Palmer opened a public hearing on an annexation and zoning of R-1B for 0.9 acres at a location of 337 and 355 Spring Valley Drive for Ron Carter Construction.
- Mr. Peterson stated that all signs and advertising requirements have been met.
 - Mayor Pro Tem Edwards stated that the Zoning Review Committee did not report any potential problems with the annexations. Administrator Peterson stated that this did help to fill in an island, which is a goal of the City's annexation plan.
 - 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 337 Spring Valley Drive. Councilman Crowley gave a second with all voting aye, motion approved.

- Councilman Edwards made a motion to approve the zoning of R-1B for 337 Spring Valley Drive. Councilman Crowley gave a second with all voting aye, motion approved.
 - Councilman Edwards made a motion to approve the annexation of 355 Spring Valley Drive. Councilman Crowley gave a second with all voting aye, motion approved.
 - Councilman Edwards made a motion to approve the zoning of R-1B for 355 Spring Valley Drive. Councilman Crowley gave a second with all voting aye, motion approved.
- C. Mayor Palmer opened a public hearing for an ordinance update to Chapter 86, Article II. Hotel/Motel Occupancy Tax.
- Mr. Peterson stated that all advertising requirements have been met.
 - Mayor Palmer asked for public comments after stating that this was mainly an update on wording changes and will not affect the current taxation rate.
 - Attorney Govignon stated that this was a model ordinance update with new provisions regarding the use of certain terms, tax collection, enforcement, and other issues.
 - There were no further comments and the public hearing was closed.
 - Councilman Crowley made a motion to approve the ordinance update. Councilman Edwards gave a second with all voting aye, motion approved.
- D. Mayor Palmer opened a public hearing for a beer pouring license request for L. J. Foods Inc. DBA: That Place at a location of 120 Cornerstone Way, Suite 2.
- Mr. Peterson stated that all 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 beer pouring license request. Councilman Edwards gave a second with all voting aye, motion approved.

8. Old Business:

- A. Mayor Palmer conducted the second reading of a resolution to amend the September 11, 1995 ordinance so as to increase the monthly salary compensation for the elective members of the municipal governing authority. The public hearing will be on July 27th. Mayor Palmer stated that this resolution increases the City Council's pay from \$400 per month to \$700 per month and will get the City more in line with the Gordon County Commissioners and other Cities in the State of Georgia with similar population sizes. As stated, this has not been addressed since 1995.

9. New Business:

- A. Judy Peterson addressed the Mayor and Council concerning new concepts for recycling in Calhoun. Mrs. Peterson presented her ideas to help improve the Calhoun Recycling Center by creating new partnerships, increase recycling awareness, and hopefully have more people participate in recycling. Mrs. Peterson

worked with special needs students at Calhoun City Schools for six years and would like to see the City explore partnerships to involve special needs students and young adults in the recycling program. There are a lot of special needs young adults who need an opportunity to offer their talents in a work setting. The young adults could work part time and for safety reasons each worker would have a volunteer adult sponsor and mentor to supervise them as they worked. Right now only a small percentage of residents recycle and this working structure could help encourage more people to recycle through increased participation and awareness. Increasing the volume of recyclables could help the operation become self-sustaining. Mrs. Peterson volunteered her services to help identify workers and adult mentors and coordinate work schedules. Mrs. Peterson answered several questions from the Mayor and Council and Mayor Palmer suggested that Mrs. Peterson put together a proposed plan and present to the Council at a future meeting.

- B. Mayor Palmer asked for a motion to allow the Mayor to sign a resolution for the City of Calhoun Flexible Benefits Plan. The updated document is adding optional vision insurance for covered employees. Councilman Edwards made a motion to approve the request. Councilman Crowley gave a second with all voting aye, motion approved.
- C. Mayor Palmer read a special event and road closure request by United Way of Gordon County for Unity Run XXII to be held on Tuesday, September 29, 2015 at 6:30pm. The Unity Run begins on Warrior Path at Gordon Central High School, crosses Red Bud Road onto Curtis Parkway, right onto Dews Pond Road, right onto Barrett Road, left onto Meadow Lane, left onto Buena Vista continuing on Boulevard Heights, right onto East Line Street, left onto Piedmont Street, right onto North Court Street crosses Hwy 41 and ends at the corner of Court Street and Park Avenue in downtown Calhoun. Councilman Crowley made a motion to approve the road closure request. Councilman Edwards gave a second with all voting aye, motion approved.
- D. Councilman Crowley gave a Revolving Loan Advisory Committee report from June 25th concerning Owen Security Solutions' loan application. Owen Security Solutions (OSS) is outgrowing their current location at 330 South Wall Street and are looking to expand. They are purchasing the former Fox Ford building at 209 South Wall Street. This new office space will allow the business to add staff and improve their office facilities, as well as have demonstrations with clients concerning their security systems. OSS is anticipating large growth as they expand into new markets and will require extra staff to accommodate their customer base. OSS is requesting \$100,000 with the plan to create/retain a minimum of 7 jobs. According to the loan application, the loan proceeds would help to purchase office furniture, equipment, computers, fixtures, and security equipment for the 13,000 square foot building. The loan would need to be tied to the real estate to structure the loan over a ten year period, and the loan could possibly be in a different name than Owen Security Solutions if the real estate is in a different name. Also, personal guarantees from Justin Owen and Owen Security Solutions would be required. The Revolving Loan Committee voted to recommend approval of the loan under the stated requirements. Councilman Crowley made a motion to approve the \$100,000 loan application subject to the agreement of the real estate collateral and personal guarantees. Councilman Edwards seconded the motion with all voting aye, motion approved.

- E. Mayor Palmer read a request to declare scrap metals and pieces of old equipment located at the Water Treatment Plant, Coosawattee Intake, and at the Wastewater Treatment Plant, as scrap and sold to the highest bidder. Councilman Edwards made a motion to approve the request. Councilman Crowley gave a second with all voting aye, motion approved.
- F. Mayor Palmer read a request from the Fire Department to declare items surplus. Surplus items include a 2001 Ford Crown Victoria with 148,136 miles, VIN# 2FAFP71231X197725, 1993 Chevrolet 1500 Pickup with 134,523 miles, VIN# 1GCDC14HXPZ225997, and four red warning light bars for the top of the vehicles. Councilman Crowley made a motion to declare the items as surplus. Councilman Edwards gave a second with all voting aye, motion approved.
- G. Mayor Palmer read a request from the Cemetery Department to declare items surplus. Surplus items include a 1995 Ford F-150 with 107,000 miles, VIN# 1FTEF14Y9RNB36976, 1995 Ford F-150 with 86,000 miles, VIN# 1FTDF15Y35NB51683, and a 1996 Ford Explorer with 155,300 miles, VIN# 1FMEU32P5DUA26395. Councilman Edwards made a motion to declare the items as surplus. Councilman Crowley gave a second with all voting aye, motion approved.
- H. Mayor Palmer announced a parade request on the traditional route by Bud Owens for the Annual Northwest Georgia Regional Fair Parade on September 12th at 11:00am. Councilman Crowley made a motion to approve the parade request. Councilman Edwards gave a second with all voting aye, motion approved.
- I. Mayor Palmer read a parade request on an extended route by the Gordon County Chamber of Commerce for the annual Calhoun Christmas Parade on December 10th at 7:00pm. Councilman Edwards made a motion to approve the parade request. Councilman Crowley gave a second with all voting aye, motion approved.
- J. Mayor Palmer conducted the first reading of variance requests by Calhoun First Baptist Church at a location of 411 College Street. The first variance request is a 20 foot variance from the required 30 foot buffer on tract A and B. The second variance request is for a 20 foot variance from the required 30' buffer on tract C and reducing down to a 6.5 foot buffer on one corner. The Zoning Advisory Board will meet on August 6th and the public hearing on August 10th.
- K. Mayor Palmer conducted the first reading of a variance request by Brad Fitch at a location of 203 Sequoyah Terrace. The variance request is an 8 foot variance from the required 10 foot side yard setback to construct a carport building. The Zoning Advisory Board will meet on August 6th and the public hearing on August 10th.
- L. Attorney Govignon stated that there was a need to extend a moratorium of scrap yards and recycling centers due to a lack of regulations and restrictions in the City's current ordinance for another 60 days. Before future facilities have the opportunity to open a new business, the City needs time to implement a new ordinance that clearly establishes the proper regulations. The ordinance will include some zoning changes and also changes to the business license regulations. Attorney Govignon asked for a 60 day moratorium extension to allow for development of the ordinance and proper time for the zoning changes to go through the Zoning Advisory Board. Councilman Crowley made a motion to approve the 60 day moratorium extension on scrap yards and recycling centers. Councilman Edwards gave a second with all voting aye, motion approved.

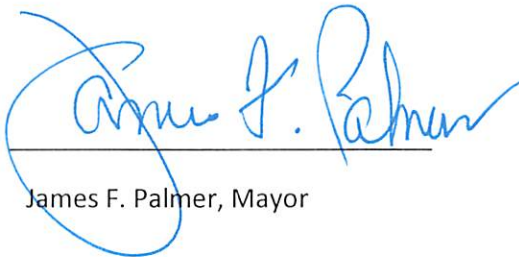
10. Other written items not on the agenda: None

11. Work Reports:

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

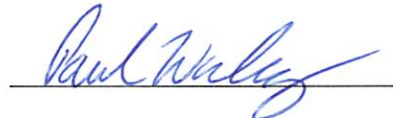
12. Councilman Crowley made a motion to adjourn the regular session. The motion was seconded by Councilman Edwards with all voting aye, motion approved.

Approved:



James F. Palmer, Mayor

Submitted:



Paul Worley, City Clerk