



**CITY COUNCIL MEETING  
MARCH 27, 2023- 7:00 PM  
109 SOUTH KING STREET  
DEPOT COMMUNITY ROOM**

**MINUTES**

PRESENT: James F. Palmer, Mayor  
Ray Mitchell Denmon, Councilman  
Al Edwards, Mayor Pro Tem  
Ed Moyer, Councilman  
Jackie Palazzolo, Councilwoman

ALSO: Paul Worley, City Administrator; Kyle Ellis, Utilities Administrator; Sharon Nelson, City Clerk; George Govignon, City Attorney; Tony Pyle, Police Chief; and Lenny Nesbitt, Fire Chief.

1. **Council Meeting Called to Order**

**Welcome**

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

**Invocation**

Mayor Pro Tem Edwards 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**

Mayor Palmer stated that a motion was needed to amend the agenda to include Item H under New Business for a request by Echota Baptist Church for a road closure request for their annual Easter Egg Hunt. Mayor Pro Tem Edwards made a motion to approve the March 27, 2023 agenda with the amendment. Councilmember Palazzolo gave a Mayor Palmer gave the second with all voting aye. Motion approved.

4. **Amendment or Approval of Minutes**

Councilmember Moyer made a motion to approve the minutes of the City Council meeting of March 13, 2023. Councilmember Denmon gave a Mayor Palmer gave the second with all voting aye. Motion approved.

5. **Mayor's Comments**

A. **Office Closure – Good Friday**

Mayor Palmer announced that Calhoun city offices will be closed Friday, April 7<sup>th</sup> for Good Friday.

B. **2023 Leadership Calhoun-Gordon County**

Mayor Palmer stated that the Adult Leadership group was in attendance at the meeting stating that there were 24 participants, with this being the 35<sup>th</sup> year. There have been over 750 graduates. Mayor Palmer asked each person give their name and profession.

6. **Public Hearing and Comments**

None

7. **Old Business**

A. **Annexation – Artisan Built Communities 057A-147**

Mayor Palmer gave the second reading of an annexation and zoning request from County Agricultural to PRD for 69.34 acres, at a location of Boone Ford Road and Dogwood Lake Road (057A-147), by Artisan Built Communities. The Zoning Advisory Board meeting will be held April 6<sup>th</sup> and the public hearing on April 10<sup>th</sup>.

B. **Annexation – Artisan Built Communities 057A-147A**

Mayor Palmer gave the second reading of an annexation and zoning request from County Agricultural to PRD for 3.89 acres, at a location of 264 Boone Ford Road (057A-147A), by Artisan Built Communities. The Zoning Advisory Board meeting will be held April 6<sup>th</sup> and the public hearing on April 10<sup>th</sup>.

C. **Annexation – Artisan Built Communities 057A-147C**

Mayor Palmer gave the second reading of an annexation and zoning request from County Agricultural to PRD for 2.71 acres, at a location of 342 JoAnn Drive(057A-147C), by Artisan Built Communities. The Zoning Advisory Board meeting will be held April 6<sup>th</sup> and the public hearing on April 10<sup>th</sup>.

D. **Annexation – Artisan Built Communities 057A-087**

Mayor Palmer gave the second reading of an annexation and zoning request from County Agricultural to PRD for .50 acre, located next to 342 JoAnn Drive(057A-087), by Artisan Built Communities. The Zoning Advisory Board meeting will be held April 6<sup>th</sup> and the public hearing on April 10<sup>th</sup>.

E. **Zoning – Cody bailey C46-076**

Mayor Palmer gave the second reading of a zoning request from R-1B to C-2 for 1.385 acres at a location of 1229 McDaniel Station Road (C46-076,) by Cody R. Bailey. The Zoning Advisory Board meeting will be held April 6<sup>th</sup> and the public hearing on April 10<sup>th</sup>.

F. **Sign Variance – Brock Air Products C57B-091A**

Mayor Palmer gave the second reading of a sign variance request of 620 square feet, varying from 180 square feet to 800 square feet for a wall sign to match building proportions, for .60 acre located at 237 Belwood Road (C57B-091A), by Brock Air Products. The Zoning Advisory Board meeting will be held April 6<sup>th</sup> and the public hearing on April 10<sup>th</sup>.

G. **Annexation – Filemon Perez Lopez 050-035**

Mayor Palmer gave the second reading of an annexation and zoning request from County to R-1B for 1.64 acres at a location of 126 Newtown Road (050-035), by Filemon Perez Lopez. The Zoning Advisory Board meeting will be held April 6<sup>th</sup> and the public hearing on April 10<sup>th</sup>.

H. **Sign Variance – Michael’s Carpet C58-061**

Mayor Palmer gave the second reading of two variance requests at a location of 880 Union Grove Road (C58-061), by Michael’s Carpet, Inc. The first variance request is to allow for a 40 square foot variance to the sign area, from 180 square feet to 220 square feet. The variance is for an electronic sign to be allowed to be used as the primary sign for the facade. The Zoning Advisory Board meeting will be held April 6<sup>th</sup> and the public hearing on April 10<sup>th</sup>.

I. **Beer, Wine, Liquor Package – Warehouse Liquor**

Mayor Palmer gave the second reading of a beer, wine, and liquor package license request at a location of 255 West Line Street, by Calhoun GA LLC dba Warehouse Liquor. Eligible for a public hearing on April 10<sup>th</sup>.

8. **New Business**

A. **Alcohol Ordinance Amendment**

Mayor Palmer gave the first reading of an ordinance to amend the existing provisions regarding alcohol sales at licensed facilities when served to the table, sales and pouring at lodging establishments and uniform provisions for even sales of malt beverages and wine by approved vendors. Mayor Pro Tem Edwards made a motion to set the public hearing for May 24<sup>th</sup>. Councilmember Denmon gave a second with all voting aye. Motion approved.

B. **Parade Request – Calhoun Homecoming Parade**

Mayor Palmer read a parade request on the traditional route by Calhoun High School for the CHS Homecoming Parade on Thursday September 14<sup>th</sup> @ 6:30 pm, with a rain date of Friday, September 15<sup>th</sup> at 3:30 p.m. Recommended for approval by the Downtown Development Authority at their March 16<sup>th</sup> meeting. JP made a motion to approve the request pending GDOT approval. Mayor Pro Tem Edwards gave a second with all voting aye. Motion approved.

C. **Surplus Request - Fire**

Mayor Palmer read a request from the Fire Department to surplus a 1998 Chevrolet Silverado truck on GovDeals. This is an old vehicle no longer in service. Vin# 1GCEK14V4XE120411. Mileage is unknown. Mayor Pro Tem Edwards made a motion

to approve the request. Councilmember Denmon gave a second with all voting aye. Motion approved.

**D. Surplus Request - Fire**

Mayor Palmer read a request from the Fire Department to surplus a 2005 Crown Victoria on GovDeals. This is an old vehicle no longer in service. Vin# 2FAFP71W15X169525. Mileage is 217,541. Councilmember Moyer made a motion to approve the request. Mayor Pro Tem Edwards gave a second with all voting aye. Motion approved.

**E. Bid Award Recommendation – Recreation Pickleball Courts & Pavillion**

Mayor Palmer gave the floor to City Administrator Worley for review of a recommendation from the Recreation Department to accept the bid from Barge Design Solutions for engineering and construction of eight pickleball courts and a pre-fab covered pavilion at Calhoun Park. Final cost will range between \$600,000 and \$800,000. City Administrator Worley stated that ARPA fund monies have been allocated for different projects within the city and this project has been allocated for the Recreation Department. Councilmember Palazzolo made a motion to approve the request. Councilmember Denmon gave a second with all voting aye. Motion approved.

**F. Resolution of Authority – Jacob Fox**

Mayor Palmer gave the floor to City Administrator Worley for discussion of a resolution empowering Jacob Fox, Finance Director, to sign all documents, to take such steps and to do such other acts on behalf of the City, as in his sound professional judgement may be necessary, appropriate or desirable in connection with the investing of funds for the City of Calhoun in legally permissible government securities and obligations. Mr. Worley stated that Jacob Fox is the new Finance Director and the resolution is to allow him to continue investing on the city's behalf. Councilmember Moyer made a motion to approve the request. Councilmember Denmon gave a second with all voting aye. Motion approved.

**G. FY22 4<sup>th</sup> Quarter Budget Amendments**

Mayor Palmer gave the floor City Administrator Worley for submission of FY22 proposed fourth quarter budget amendments. Mr. Worley reviewed the amendments stating that they were mostly end of year true ups along with the cost of the new records retention building, furniture and fixtures for the new police department, and the purchase of the property next door to fire station 1 to be used for expansion of administrative offices. Mayor Pro Tem Edwards made a motion to approve the budget amendments as presented. Councilmember Palazzolo gave a second with all voting aye. Motion approved. (Copy attached)

**H. Road Closure Request – Echota Baptist Church**


Mayor Palmer read a request by Echota Baptist Church to block the road beginning at the mailbox by the front steps of the church, College Circle, to the stop sign behind the church at Short North Wall Street from 10:00AM to 12:00PM on Saturday, April 1st for the Community Easter Egg Hunt. In case of rain the roadblock will be needed

for April 8th. Councilmember Denmon made a motion to approve the request. Mayor Pro Tem Edwards gave a second with all voting aye.

9. **Other written items not on the agenda**

10. **Work Reports**

A. **General Cash Report - February**



Paul Worley, City Administrator, gave the February general fund cash report noting that the general fund checking ended the month with a balance of \$7,197,828.22. The recreation hotel/motel account had a balance of \$132,730.63, and the revolving loan account had a balance of \$586,277.98. Mr. Worley stated that application documentation pertaining to a possible new loan was submitted to the DCA today. Also, the hotel/motel revenues collected in December and paid in February were \$67,271.75. This was a 12% decline from the \$76,000 collected for the same month last year.

B. **Utilities Cash Report - February**

Kyle Ellis, Utilities Administrator, gave the February utilities cash report noting that the operating account ended the month with a balance of \$9,583,231.34 and total savings and reserves were \$15,816,517.84, for a grand total of \$25,399,749.18.

**Appointment – Director of Water & Sewer**

Utilities Administrator Ellis stated that he would like to recommend Eric Henson as the new Director of Water and Wastewater. Erik began working for the city in the Sanitary Sewer Collections Department in 2006. He transferred to water treatment in 2011 where he became licensed to operate the water treatment plants. From 2011 to 2020 he operated both Mauldin Road water treatment plant and the Brittany Drive water treatment plant. Also, during this time he earned a Class 1 Water Treatment Plant Operator License, which is the highest license in this division, as well as an Associate's Degree in Environmental Science specializing in water and wastewater. In early 2021 he was promoted to plant superintendent over our Mauldin Road surface water plant. He later obtained a Class 1 Wastewater Treatment Plant Operator license, which made him a Dual Class 1 Operator over water and wastewater. Along with his certifications he is trustworthy, diligent, and honest. I feel he would be a great asset for the city to fill this role. Mayor Pro Tem Edwards made the recommendation to appoint Erik Henson as the new Director of Water and Sewer. Councilmember Denmon gave a second with all voting aye. Motion approved.

C. George Govignon, City Attorney, had nothing to report.

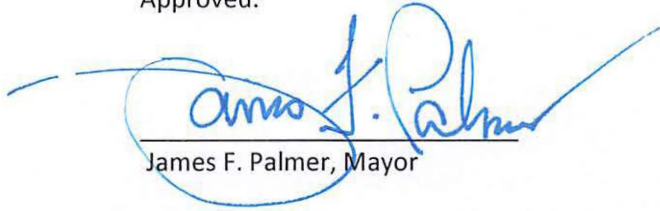
11. **Motion to move to Executive Session, if needed**

12. **Motion to return to General Session**

13. **Motion to Adjourn**

There being no further business to come before the Council, Councilmember Denmon made a motion to adjourn. Councilmember Moyer gave a second with all voting aye. The motion was approved and the meeting adjourned at 7:19 p.m.

Approved:

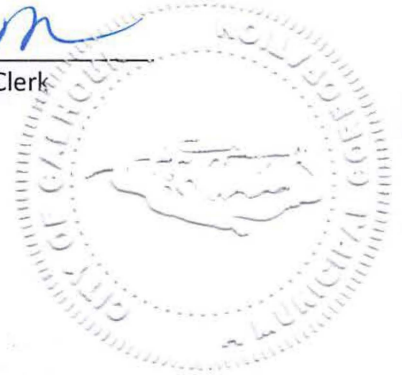


James F. Palmer, Mayor

Submitted:



Sharon Nelson, City Clerk



RESOLUTION OF  
AUTHORITY

Resolution of Corporate Authority

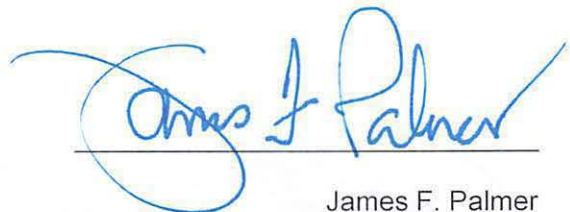
I, James F. Palmer, Mayor of the City of Calhoun, hereby certify that: the following is a true and accurate transcript of the City Council meeting minutes dated March 27, 2023. A quorum of the Council was present at the entire council meeting and all actions taken at the meeting complied with our charter. The actions taken during said meeting have not been amended or revoked on the date signed below and remains in full force and effect.

Whereas: The City of Calhoun currently deposits available funds in securities and obligations backed by the United States government.

Therefore, it is Resolved, that Jacob Fox, the Director of Finance for the City of Calhoun, is empowered to sign any and all documents, to take such steps and to do such other acts on behalf of the City of Calhoun as in his sound professional judgment may be necessary, appropriate or desirable in connection with the investing of funds for The City of Calhoun in legally permissible government securities and obligations. The funds so invested and interest earned will be reported regularly to the Mayor & Council and subject to audit as required by law.

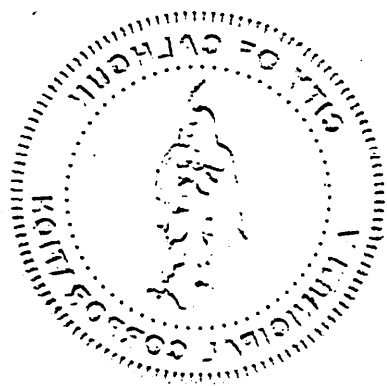
So resolved March 27<sup>th</sup>, 2023.

Seal



James F. Palmer  
Mayor





**City of Calhoun**  
**Budget Amendment- 4th Quarter**  
**Fiscal 2022**

				Original Budget	Revised Budget	Budget Amendment	Amended Budget
<b>Budget Amendment #1</b>							
<b>General Fund</b>							
Local Option Sales Tax	1000000	313100		(2,950,000)	(2,950,000)	(807,182)	(3,757,182)
BBQ Boogie & Blues Vend Regist	1000000	347903		-	-	(45,375)	(45,375)
Airport Auth Reimbursement	1000000	337002		120,573	120,573	(12,787)	107,786
CO-Buildings (Record Retention)	1101511	541300	317	-	-	256,610	256,610
CO-Furniture & Fixtures >\$5,000	1323223	542300	308	-	-	210,632	210,632
Buildings	1353570	541300		-	5,143	311,013	316,156
Diesel	1353520	531271		14,000	14,000	7,865	21,865
R & M Vehicle	1353520	522201		33,000	34,459	6,910	41,369
Gasoline	1353520	531270		10,500	10,500	4,434	14,934
Gasoline	1403910	531270		2,800	2,800	1,713	4,513
Grounds Maintenance	1404950	531145		100	5,258	140	5,398
Property Insurance	1106180	523102		113	113	45	158
Water/Sewer Services	1106181	531210		4,300	4,300	4,005	8,305
Repair & Maint - Buildings	1106182	522203		1,000	1,000	989	1,989
SV-Rental of Equipment & Veh	1107550	522320	294	-	-	11,460	11,460
SV- Contract Labor	1107550	523850	294	-	-	13,800	13,800
Participant Services BB&B	1107550	523907	294	-	-	16,300	16,300
U-Gernal Supplies & Material	1107550	531100	294	-	-	2,810	2,810
OC-Industrial Dev Auth H/M Tax	1107550	571002	294	-	-	1,005	1,005
Regular Employee Wages	1107563	511100		205,277	205,277	15,426	220,703
Repair & Maint - Equipment	1107563	522202		-	-	187	187

*Budget Amendment #1 accounts for the changes in the General Fund. Unless otherwise noted, these items were funded by LOST collections in excess of budget. These expenditures include renovations to the Record's Retention and the new Police Complex. The Fire Department had an overage due to the purchase of the property located at 325 South Wall Street. Fire also had overages in fuel and vehicle repair & maintenance. Animal Control had overages in fuel. There was a small overage in Cemetery due to grounds maintenance fees. There was a water leak at the Depot in April, May, and June of 2022. These overages are to be reimbursed in FY23. Overages at McConnell Community Center were due to building maintenance. Expenses for BBQ, Boogie and Blues were covered with revenues from vendor registration. Wages for Airport employees increased and were covered with Airport Authority Reimbursements.*

**Budget Amendment #2**

**School Bond Debt Service**

Reimb. - Board of Education	4300000	337003		(3,000,000)	(3,000,000)	(2,245,039)	(5,245,039)
Transfer to Fund Balance	4300000	619900		2,489,819	2,489,819	(1,235,282)	1,254,537
Transfer to Sch SPLOST Cap Proj	4300000	611030		-	-	3,480,321	3,480,321

Budget Amendment #2 records the transfer of funds to the School SPLOST fund for the purchase of capital improvements.

**Budget Amendment #3**

**Confiscated Assets**

Appropriation - Fund Balance	2103200	399000	-	-	(16,800)	(16,800)
Vehicles	2103200	542200	-	-	16,800	16,800

Amendment #3 records the purchase of a vehicle with the insurance proceeds from a damaged vehicle obtained through confiscated assets. Insurance check was received in FY 2021 and vehicle purchased in 2022.

**Budget Amendment #4**

**Hotel/Motel Tax Fund**

H/M Revenue	2750000	314100	(675,000)	(675,000)	(169,008)	(844,008)
H/M Chamber of Commerce	2757540	572020	295,313	295,313	169,008	464,321

Amendment #4 is to account for an increase in revenue collected and paid out of the Hotel/Motel Tax Fund.

**Budget Amendment #5**

**Recreation Commission**

Donations	2760000	389002	(1,500)	(1,500)	(298)	(1,798)
Food for Meetings	2766120	531300	800	800	298	1,098
				(700)	-	

Budget Amendment #5 accounts for the banquet held for recreation department coaches. These expenses were covered with donations made during the year.

**Budget Amendment #6**

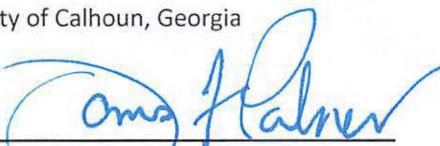
**SPLOST 2018**

Appropriation - Fund Balance	3250000	399000	(4,219,759)	(4,219,759)	(60,528)	(4,280,287)
Transfer Out - Solid Waste	3250000	611006	-	-	60,528	60,528

Amendment #6 accounts for the current year's expenditures for 2019 Elgin Crosswind Sweeper.

City of Calhoun, Georgia

Attest:

  
 \_\_\_\_\_  
 James F. Palmer, Mayor

  
 \_\_\_\_\_  
 Paul Worley, City Administrator