



**CITY COUNCIL MEETING
SEPTEMBER 18, 2017- 7:00 PM
109 SOUTH KING STREET
DEPOT COMMUNITY ROOM**

MINUTES

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

ALSO: Eddie Peterson, City Administrator; Paul Worley, Assistant City Administrator; Sharon Nelson, City Clerk; George Govignon, City Attorney; Jeff Defoor, Director of Electric Utilities; Garry Moss, Police Chief; Lenny Nesbitt, Fire Chief; Jerry Crawford, Director of Water & Wastewater, and Larry Vickery, City Planner.

1. Council Meeting Called to Order

Welcome

Mayor Palmer called the meeting to order and welcomed those in attendance. He also noted that long-time city employee Mr. Ray Kirby had passed away and asked everyone to keep the family in their thoughts and prayers.

Invocation

Mayor Palmer 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 Pro Tem Barton made a motion to approve the August 28, 2017, agenda as presented. Jackie Palazzolo gave a second with all voting aye. Motion approved.

4. Amendment or Approval of Minutes

Councilman Hammond made a motion to approve the regular minutes of the August 28, 2017, City Council meeting. Councilman Edwards gave a second with all voting aye. Motion approved.

5. **Amendment or Approval of Executive Session Minutes**

Councilwoman Palazzolo made a motion to approve the executive session minutes of the August 28, 2017, City Council meeting. Councilman Edwards gave a second with all voting aye. Motion approved.

6. **Mayor's Comments**

- a. Mayor Palmer signed a proclamation designating November 13-20, 2017 as National Education Week. Mayor Palmer thanked the American Legion Auxiliary and Dr. Joann Meadows for their participation in National Education Week. Mayor Palmer stated he appreciated all opportunities to recognize our teachers and our schools.
- b. Mayor Palmer reminded those present of important dates to remember for the upcoming November 7th general election:
 - October 10th is the last day to register to be eligible to vote in the November General/Special Election.
 - October 16th is the first day to mail or issue absentee ballots. Early voting also begins on this date.
 - November 3rd is the last day to mail or issue absentee ballots.
- c. Mayor Palmer announced that voters will have the opportunity to continue the 1% Special Local Option Sales Tax by voting on the 2018 SPLOST, to be used for the purpose of funding capital outlay projects within the City including the continuation of the Peters Street project, numerous recreation projects, and other projects which will be listed on the ballot.
- d. Mayor Palmer notified those present that a Referendum to gain the input of the Electorate of City of Calhoun pertaining to Charter amendments will be on the November 7th ballot for consideration. This will be a non-binding vote pertaining to term limitations of two (2) terms for Mayor and three (3) terms for Council members, as well as changing the number of Council members from four (4) to six (6).
- e. Mayor Palmer notified those present that the City of Calhoun had responded to the hurricane with the Fire and Electric Departments. The Fire Department was dispatched to Camden County and the Electric Department was dispatched to Crisp County. Fire Chief Lenny Nesbit and Electric Department Director Jeff Defoor each gave a brief synopsis of what they were able to see and do in the designated counties.

7. **Council Comments**

- a. Councilman Edwards submitted August reports as follows:

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

Water and Sewer Systems Active Projects

- The 2" Galvanized Line Replacement Project -The project as a whole is approximately 95% complete. Lewis Dr., Cindy Ln., Kirk Dr. off Peters Street are completed. The last scheduled areas are Beamer Cir., Overland Dr., and Emory Ln. off Beamer Road to begin in the next couple of weeks.
- The new NPDES permit for the Wastewater Treatment Plant went into effect March 1, 2016. The chemical feed lines are 97% complete. As part of the new NPDES requirements, steps are underway to meet the storm water segment of the Watershed Protection Plan. We are currently

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

investigating possibilities for a Section 319 grant for storm water improvements.

- The Nutrient Trading Monitoring Pilot Program – Year Two of the program is has begun with the first sampling event completed on August 15th.
- Wastewater Treatment Plant Motor Control Center Upgrades Phase II – MCC's are on site and installation is in progress and going very well.
- South Calhoun By-Pass Utility relocations- The section of water main along Union Grove Road is nearing completion. Crews have completed the area at Hwy 53 East. Work is underway on the only remaining area along US 41.
- Pisgah Drainage Area Sewer Replacement – Bid opening was January 4, 2017. IPR Southeast is the contractor. The contractor is making good progress and has begun CCTV work on Phase II.

Water & Sewer Projects in Development

- Airport Sanitary Sewer Relocation- Relocating approximately 4500 feet of sewer main to accommodate the airport expansion.
- S.R. 156 Water Main Relocation (GDOT/ RR Bridge Replacement @ Ranger) – Plans have been submitted to GDOT.
- North Wall Street and Redbud Road Intersection improvements- GDOT asked for and was given an estimate to relocate any utilities in conflict with the proposed project.
- Hwy 41 South at Lynn Creek (GDOT Widening Project) – Plans have been submitted to GDOT.
- Resuming Unidirectional Flushing Program in March 2018.

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
- Curtis Parkway Water Main
- Reeves Station Water Main (replacing existing 6" C. I. with an 8")
- Second Interconnect with Pickens County

2) Water Treatment Plant Facility

- Total gallons withdrawn: 344,700,000
- Daily average: 11,119,354

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

- Wells: 133,390,000
- Big Springs: 0
- % produced by Brittany Drive: 38.7%
- Brittany Dr. daily production to capacity: 36.46%
- Mauldin Rd. daily production to capacity: 42.60%
- Rainfall for May – 5.67”

3)Waste Water Treatment Plant Facility

- Treated a daily average of 4.548 MGD, with an average BOD effluent of 3, average suspended effluent of 10, and an average COD of 44.

4)Water Distribution

- 432 work orders completed, 18 new water connections, 50 water service leaks repaired, 29 water main leaks repaired, 12 meter cut off valves replaced, 62 utility locates called in for work orders, 534 utility locates responses.

5)Waste Water Collection

- 3,650 feet of Sanitary Sewer Services TV inspected, 371 utility locates completed, 5,600 feet sanitary sewer lines cleaned, 4 new sewer connections installed, 3 sanitary sewer services repaired.

6)Police Department

- Made 429 cases with 11 DUI's
- Fines collected by Municipal Court - \$40,833
- Issued 436 warnings
- Investigated 60 highway accidents, 39 private property accidents
- Escorts - 37
- Incident reports – 1,483
- Alarm responses - 274
- Miles patrolled: 51,386

7)Municipal Court & Probation

- Total Court cases- 441
- Court cases dropped- 93
- Number of Bond forfeitures- 236
- Number of Probation cases- 41
- Failure to appear- 48
- Subpoenas served- 7

8)Fire Department

Fire Suppression Division

210 Total reported calls for service for the Suppression Division

Responses to Calls

15	Fire Incidents (\$12,900.00 in estimated Fire damage)
0	Overpressure Rupture, Explosion, Overheat (NO FIRE)
108	Emergency Medical Services / Rescue (Injuries, Medical, or Fatality)
7	Hazardous Conditions Incidents (NO FIRE ; Leaks, Spills, Electrical Hazards; All Other Hazardous Conditions without injuries)
13	Service Calls (Water Leak; Assist Other Agencies with Non Emergency Calls)
38	Good Intent Calls (Smoke / Odor check; Investigation of Unknown Problem)
18	False Alarms or False Calls
0	Severe Weather & Natural Disaster
1	Special Incident Type (Citizen Complaint; Other)

Additional Fire Department Activities

- Completed all routine vehicle and station maintenance.

Training Division

CFD completed 776 Total Man Hours of training during the month.

Training consisted of:

- Training topics this month consisted of:
 - Apparatus Operations
 - Pump Operations
 - Rope Training with GSP Swat at our tower
 - Landing classes with each shift conducted by Life Force crews

Fire Inspections - Public Safety Education -Code Enforcement Division

92 Total Reported Activities / Inspections completed during the month.

Inspections

37	Annual Inspection
3	New Business Inspections
16	Requested Inspections
7	Follow Up, Re-Inspections
2	Burn Site Inspections
2	Plan Reviews
0	Pre-Construction Meetings
1	Sprinkler Permits Issued (\$536.00)
2	Tank Permit (Install or Remove & System Service) (\$414.00)
21	Consultations
1	Illegal Burning Citations

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

Additional Inspection - Public Safety & Codes Division Activities

- Lt. Duvall attended the City Safety meeting and site inspection.
- Conducted a Fire Drill at Ashworth Middle School.
- Conducted Fire Drills at Calhoun Elementary and Primary Schools.

9) Building Inspections Department

- Issued 48 permits for an estimated cost of \$2,789,410, collected \$18,094 in permit fees. This included 8 new residential, 4 residential remodel, 10 residential electrical, 6 residential HVAC, 0 new commercial, 4 commercial remodel, 1 commercial electrical, and 3 commercial HVAC. 144 total inspections.

B. Mayor Pro Tem Barton submitted August reports as follows:

1) Electric Department

- Construction continues on the new Holiday Inn Express.
- Construction continues New Aspen Dental Building.
- Pole replacement continues on New Town Road, Curtis Parkway and Dews Pond Road.
- Construction has begun on 10 new units at J.W. Plaza.

WORK ORDERS IN PROCESS OR COMPLETED FOR AUGUST:

• NEWLY CREATED	102
• COMPLETED AND CLOSED	91
• CONSISTING OF:	
• CAPITAL CONSTRUCTION	16
• STREET AND SECURITY LIGHTING-	21
• DISTRIBUTION MAINTENANCE	7
• OUTAGES / TROUBLE CALLS	12
• WORK FOR OTHER DEPARTMENTS	36
• NEW METER SETS	8
• METER MAINTENANCE/REPLACEMENT	16
• Electric Locate Tickets Processed-	251

Streamed Live: https://www.youtube.com/watch?v=16IGRv3T_-A

The City of Calhoun's Electrical load for August is projected to be 43,000,000 kilowatt-hours. This is about the same as last year and about 1 million more than last month. Actual numbers will be released later this week.

Mutual Aid has been requested for the Florida restoration from Hurricane Irma. On Saturday September 9th, Calhoun sent Brett Sane, Dennis Henry, Neal Dockery, D.K. Nicholson, Barry Walraven and Jesse Shook to join other Electric Cities of Georgia volunteers headed to Orlando. These six Electrical line workers are being staged in Orlando for quick response to what could be a major restoration event.

Mutual Aid Update:

Due to the uncertainty of the impact Hurricane Irma will have on Georgia, ECG has postponed sending Mutual Aid to Florida. Local conditions will determine when we can release restoration personnel to assist restoring the power in neighboring Cities and States.

2)Telecommunications Department

Telecommunications

- Added three new internet connections and disconnected one point-to-point circuit.
- Plan to start pulling fiber to Brittany Water Plant in late September. Outside plant crew has been surveying vaults for missing pull strings identifying several locations for replacing missing strings.
- Visited Recreation Department and reviewed security camera requirements for the gymnasium and pool areas, the pavilion and playground on McDaniel station, and the concession stand next to the new ball fields. Ordered a recorder and seven cameras to cover gymnasium and pool areas.
- Converted four customers to new access system. Access replacement project is now 71% complete.
- Opened 16 and closed 15 work orders.

Geographic Information Systems

- Updated GIS system with new updates to resolve mobile application errors.
- Integrated new Gordon County fire hydrant installation into GIS.
- Uploaded City Fire Department coverage maps to Active 911 application.
- Assisted with Water GIS Modeling Sessions
- Updated the following GIS layers
 - City zoning map
 - Water system meter data
 - Changes to fiber maps
 - Fire Department fire pre-plans for industrial and commercial buildings
 - Physical addressing for building and billing information
- Updated City and GIS web sites
-

3)Downtown Development Authority

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

- The DDA director attended a Business Engagement Committee meeting; a Young Professionals meeting; a Chamber of Commerce Booster Breakfast & Georgia Downtown Conference. The HPC held their regularly scheduled meeting. There were two COA approvals.
- The DDA created a website for the community and tourists to enjoy. The website is <http://www.downtowncalhoun.com>. The Farmer's Market is currently being held every Monday from 10-2 and Thursday from 2-7 until September 28th. The market has been successful and the DDA hopes to continue this partnership with the local farmers next year. The Food Trucks & Friends event was held August 18th with a crowd of over 900 people. The DDA hopes to do the event again in the near future. Harvest Fest is scheduled for October 28th from 10-4 in Downtown Calhoun. It is free to the community and the DDA hopes to see everyone there for the food, arts and crafts & free tractor rides.

4) Safety Committee

- The safety committee met on August 8th and the topic was safe driving.
- A safety inspection was completed on August 15th at the Sewer Plant.
- Vehicle accidents:1
- Workers compensation:1

C. Councilwoman Palazzolo submitted August reports as follows:

1) Street Department

- Completed 32 shop and 31 street dept. work orders.
- Installed 8 new street signs.
- Repaired potholes and utility cuts using approximately 31 tons of asphalt.
- Shawn Chastain attended G.D.O.T. Title 6 Training classes.
- Cleaned out ditches on Powell Street and Mack Avenue.

2) Cemetery Department

- Performed routine maintenance on Fain and Chandler cemetery.
- Supervised the opening and closing of 6 grave sites.
- Sold 5 new grave spaces.

3) Parks Department

- The grounds crew picked up litter, hauled garbage to the dump, and maintained records at records room while mowing and weed eating downtown areas.
- The maintenance crew maintained designated buildings downtown.
- Repaired broken sprinkler heads and water lines at the down town parks.
- Replaced faucet and repaired bathroom door at the depot.

4) Animal Control

- Housed 30 dogs and 9 cats
- Number of dogs adopted: 7

Streamed Live: https://www.youtube.com/watch?v=16IGRv3T_-A

- Number of cats adopted: 2
- Number of dogs rescued: 8
- Number of cats rescued: 7
- Number of dogs reclaimed by owner: 6
- Number of cats reclaimed by owner: 0
- Number of dogs euthanized: 1
- Number of cats euthanized: 0
- Number of warnings given: 28
- Number of bite cases: 0
- Citations issues: 0

5) **Recycling**

• OCC	24 tons	\$4,446
• Loose OCC	2.4 tons	\$ 336
• Plastics	0.0 tons	\$ 0
• Paperboard	0.0 tons	\$ 0
• Mixed Plastic	0.0 tons	\$ 0
• Glass	4.22 tons	\$ 63
• Aluminum	651 lbs	\$ 326
• Steel Cans	787 lbs	\$ 22

Councilwoman Palazzolo noted that the Recycling Department along with Calhoun City Schools would be attending the September 25th meeting for their Green Initiative. She noted that the schools and the 60 plus local participating business will be spotlighted for all the work they do with recycling.

6) **Recreation Department**

1. **FALL SPORTS REGISTRATION** – Registration for fall sports concluded in August for Football, Cheerleading and Soccer and Coed Adult Softball. Registration

Numbers:

- Football – 284 participants
- Cheerleading- 61 participants
- Soccer – 395 participants
- Coed Adult Softball League – 5 teams
- Youth Soccer Opening Day – September 16
- Youth Football Opening Day – September 9

STARS PROGRAM –

- August 12 – Soccer
- August 26 – Arts and Crafts

2. **RENTALS** – The following facilities were reserved throughout the month for special events:

- Playground Pavilion – 9 events
- Recreation Center
- Meeting Room – 4 events
- Ratner Pavilion – 4 events

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

Community Room – 3 events
Swimming Pool – 10 events

3. WEBSITE USAGE:

CalhounRec.com	Facebook
4,174 – Views	2,160 - Likes
9 – posts	5 - posts
1,890 - Users	2,295 - reached

SEPTEMBER EVENTS:

JR Tennis Tournament – September 9

D. Prior to presenting his reports Councilman Hammond stated that he appreciated the opportunity to speak to such a large group. He noted that he would be leaving the Council at the end of the year and wanted to take the time remaining to discuss two issues: (1) expanding the Council from four to six members; and, (2) term limits. He then reviewed a slide of cities and their current council members. He noted that 73% of the cities have more than four members as their elected body to make complex, complicated decisions. He also discussed MEAG noting that 79.1% of member cities have more than four members as well.

1) Northwest Georgia Regional Commission

- **Revolving Loan Fund:** In 1983 a \$300,000 UDAG (Urban Development Action Grant) loan was made to Carriage Carpet. This was the beginning of the Revolving Loan program. The program has resulted in 692 jobs created. The program currently has a 2% interest rate with a 50% match from another source required from the loan applicant. The Revolving Loan Fund currently provides loans at \$15,000 per job created/retained. Councilman Hammond noted the following applications are currently in process:
 - i. Bee Kids Academy-\$350,000-Approved
 - ii. Jones & Erwin P.C.-\$100,000-Tonight's Agenda
 - iii. King Street Market-\$100,000-September 25th Agenda

Councilman Hammond stated that the City would be in discussions with the Department of Community Affairs to see if the per job amounts can be expanded as our community goes to downtown living, downtown dining, and other options.

- **Workforce:** The Workforce Innovation and Opportunity Act provides education, training and employment opportunities for individuals in Northwest Georgia. The RDC works in a fifteen-county area that includes Bartow, Catoosa, Chattooga, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, and Whitfield counties. The Northwest Georgia Regional Commission administers the federally-funded program for the chief elected officials in our fifteen counties. Councilman Hammond presented a slide showing business that have closed in the last two years, as well as the number

Streamed Live: https://www.youtube.com/watch?v=16IGRv3T_-A

of employees affected. He provided information to those present pertaining to unemployment numbers within Gordon county as well as surrounding counties.

- **Area on Aging:** The Georgia Department of Human Resources has designated the Northwest Georgia Regional Commission as the Area Agency on Aging (AAA) and in this capacity, the RDC plans, coordinates and administers programs for older Georgians throughout the planning and service area. An Area Agency on Aging Advisory Council, which includes consumers, advises on senior programs. The provision of services is administered by the AAA through contracts with service-provider agencies. This program provides services such as meals on wheels, homebound clients, individuals suffering with memory loss, and care provider respite. These services are all available to citizens in Gordon County who need assistance.
- **Planning:** The Northwest Georgia Regional Commission assists member local governments with implementing the Georgia Planning Act of 1989. Local comprehensive plans address community needs and objectives for economic development, community facilities, natural and historic resources, housing, and land use. Plans must be updated every ten years.
- The NWGRC encourages counties and municipalities to work together to identify common problems and opportunities and to seek countywide solutions through joint plans. Local plans were used to develop a joint regional plan that identifies opportunities for counties and municipalities to work together on a multi-county basis. The Northwest Georgia Regional Commission has prepared a regional plan for the 15-county State Service Delivery Region 1. The NWGRC also assists local governments with preparing solid waste management plans as required by the Georgia Comprehensive Solid Waste Management Act. These services are implemented in partnership with the Georgia Department of Community Affairs. Further information on planning in Georgia can be found on-line at [Georgia Planning.com](http://GeorgiaPlanning.com).

2) Library

- The Calhoun-Gordon County Library is jointly funded by the Calhoun City Council and Gordon County Commissioners. It is an Authority made up of volunteer servants that are appointed by the governing bodies. The City currently owns the building, which was updated last year with SPLOST funds.
- For the month of August there were 11,286 library card holders, 7,258 library visitors, and 7,133 total circulation. There were 235 story time attendance, 2 adult program attendance, 186 digital new users, 249 e-books, 20 audio books, 1,159 computer logins.
- Free Basic English classes are offered every Saturday from 10:00 AM to 12:00 Noon. Free child care is offered for those that are attending the Basic English classes.

3) Tom B. David Airport

- The Airport will be celebrating 50 years in operation on October 3rd. at 5:30 pm. The public is welcome. The event will be like a Chamber after hours. He

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

encouraged those present to come by the airport and see what is happening with that economic engine. The Airport is an authority supported by both Gordon County and the City of Calhoun. The airport is the 7th largest permanent based aircraft airport in the state of Georgia. There are currently 118 airplanes based at the airport. The six counties that have more aircraft have populations of 150,000 or greater, where Gordon County only has 56,000. The airport has a 6,000 foot runway, where most others only have 5,000. Therefore, our airport can handle larger corporate jets for local industry. Also, the airport will receive 90% in Federal funding to build a parallel taxiway that will enable the airport to handle more traffic in and out. Future expansions will allow the airport to grow even more and grow the positive local economic impact. Finally, the Airport Authority is looking at expansions of corporate hanger space and long term plans for the airport. More than \$15M will be spent at the airport in the next five years, of which \$10M will come from federal tax dollars. Future expansions will allow the airport to grow even more and create a positive local economic impact. Councilman Hammond stated take off and landings of Life Force will become permanent due to the upgrades continuing at the airport. He noted that Life Flight will be in attendance for the 50th Anniversary celebration for anyone who would like more information about their services.

- Mayor Palmer stated that he appreciated Councilman Hammond for sharing his information pertaining to changing the council members from four to six. He stated that while he knows Councilman Hammond's numbers are accurate there are different ways to look at them as well. Of the member cities with the same population, 14 out of 25 cities have less than six members; this would include cities with either four or five members, with one city having two members. When you have five you would assume to have five voting members. In the City of Calhoun the Mayor only votes if council member votes are at a tie; therefore, when necessary there are five voting members. The same thing would apply to the MEAG cities. Of the 48 MEAG cities 26 have less than six members. Sometimes when you are looking at the numbers they will say different things depending on how you want to look at them.
- Councilwoman Palazzolo announced that on September 30th Tractor Supply will be having their first annual "Love A Dog" dog washing fundraiser. Prices will be \$20 for a large dog, \$15 for medium, and \$10 for a small dog. They will trim the nails for \$2.

8. Public Hearing and Comments

Announce at this time, public hearings will be held. The public will have the opportunity to make pro and con comments with a ten minute maximum time limit for each side of the matter, with each person speaking having filed a financial disclosure statement five days prior to the hearing if required, with each person giving their name and address. An inquiry should be made to determine if any elected official has filed a disclosure statement regarding ownership or special interest in any of the agenda items. Zoning

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

Land Use Maps on display in Council Chambers for Zoning Advisory Board and Council hearings.

Prior to beginning the public hearings Mayor Palmer notified those present that the tabled public hearing of a variance request by LIDL US Operations, LLC had been withdrawn.

A. **Annexation & Zoning Request-Judy Curtis**

Public hearing of an annexation and zoning request of R1-B for .17 acres at a location of 108 Yarbrough Street, by Judy Curtis. The Zoning Advisory Board met September 7, 2017.

- Mayor Palmer opened the public hearing.
- City Administrator Peterson stated that all legal requirements had been met.
- Councilwoman Palazzolo gave the report on notices and Zoning Advisory Board stating that they were in favor of annexation and zoning per the request.
- Mayor Palmer opened the floor for comments from those in attendance. There were none.
- Mayor Palmer closed the public hearing and called for a motion concerning the Annexation request.

Councilwoman Palazzolo made a motion to approve the annexation request. Councilman Edwards gave a second with all voting aye. Motion approved.

- Mayor Palmer called for a motion concerning the Zoning request.

Councilwoman Palazzolo made a motion to approve the zoning change request. Councilman Edwards gave a second with all voting aye. Motion approved.

B. **Annexation & Zoning Request – Israel Vazquez**

Public hearing of an annexation and zoning request of R1-B for 1.04 areas, at a location of 117 Peters Street, by Israel Vazquez. The Zoning Advisory Board met September 7, 2017.

- Mayor Palmer opened the public hearing.
- City Administrator Peterson stated that all legal requirements had been met.
- Councilwoman Palazzolo gave the report on notices and Zoning Advisory Board stating that they were in favor of annexation and zoning per the request.
- Mayor Palmer opened the floor for comments from those in attendance. There were none.

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

- Mayor Palmer closed the public hearing and called for a motion concerning the Annexation request.

Councilwoman Palazzolo made a motion to approve the annexation request. Mayor Pro Tem Barton gave a second with all voting aye. Motion approved.

- Mayor Palmer called for a motion concerning the Zoning request.

Councilwoman Palazzolo made a motion to approve the zoning change request. Councilman Hammond gave a second with all voting aye. Motion approved.

C. **Annexation & Zoning Request – Maria Fitz Solis**

Public hearing of an annexation and zoning request of R1-B for .83 acres, at a location of 113 Peters Street, by Maria Fitz Solis. The Zoning Advisory Board met September 7, 2017.

- Mayor Palmer opened the public hearing.
- City Administrator Peterson stated that all legal requirements had been met.
- Councilwoman Palazzolo gave the report on notices and Zoning Advisory Board stating that they were in favor of annexation and zoning per the request.
- Mayor Palmer opened the floor for comments from those in attendance.
- Mayor Palmer closed the public hearing and called for a motion concerning the Annexation request.

Councilwoman Palazzolo made a motion to approve the annexation request. Councilman Edwards gave a second with all voting aye. Motion approved.

- Mayor Palmer called for a motion concerning the Zoning request.

Councilwoman Palazzolo made a motion to approve the zoning change request. Councilman Hammond gave a second with all voting aye. Motion approved.

D. **Zoning Change Request – Haley Stephens**

Public hearing of a zoning request of R-2 for 1.95 acres, at a location of 203 Edmond Street, by Haley Stephens. The Zoning Advisory Board met September 7, 2017.

Mr. Haley Stephens requested that the variance request be considered first as the owner of the property was not in favor of changing the zoning per the request unless the variance request was approved as well.

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

City Attorney Govignon addressed the Council stating that until the zoning request is made on the matter the variance cannot be considered. This is due to the property being zoned Ind-G. Unless it is changed to R-2, the variance request is not applicable to Ind-G zoning. He stated this was similar to having to approve annexations prior to changing their zoning. You cannot grant a variance for building use until you have actually zoned it the particular zoning.

Mayor Pro Tem Barton made a motion to table the variance request of Mr. Stephens for 90 days in order to allow for more discussion on the matter. He also addressed Mr. Stephens stating that everyone here was trying to help people in need and told him they could table both the zoning request and the variance request if it would be better for Mr. Stephens.

Mr. Stephens stated that he was not opposed to tabling both, but would like to get it resolved. He also stated that when they started with their project they thought it was important to sound the alarm pertaining to affordable housing. He said they had asked the City to consider a Tiny Home Ordinance or come up with an alternate plan of their own. He stated that there is some need for affordable housing and if the Council feels there is a need as well his group had no issue with Council members taking time to look at options.

Mayor Pro Tem Barton addressed City Attorney Govignon and asked if he could make the motion to table all items pertaining to Mr. Stephens's project, stating he would still like to have discussions tonight to allow those present for both sides to give their opinions on the matter. He asked Mr. Worley to set up a public forum at the Depot in order to come to a resolution on the matter, if possible. He stated he felt everyone's heart was in the right place, it is just not mentally working together yet.

City Attorney Govignon stated that the Mayor and Council had requested him to start looking into tiny houses; however, the problem right now is that our building code is governed by the International Building Codes and the principal legal issue is that as of 2018 there is no standardization for tiny housing. He did state that these agencies have been considering standardizing building codes pertaining to tiny housing for a few years now and he felt that 2018 might be the year for adopting the codes.

Councilman Hammond stated that he felt 60 days was quicker, as we had passionate people on both sides that really want to work something out on the matter. He asked Mr. Worley to find out when the Depot is available and advertise publically so that every party that has concerns can come and discuss both sides of this issue, and then we can move forward with government taking action. He stated that government should be limited in its actions but it needs to serve the people. The public forum will allow more input from both the pro and

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

con sides of the matter, and the Council can make a decision in 60 days. That way we won't waste a lot of time.

Mayor Pro Tem Barton amended his motion to table the variance request of Mr. Stephens for 90 days to tabling both the zoning request and the variance request for 60 days in order to allow additional public input. Councilman Hammond gave a second with all voting aye. Motion approved.

Mayor Palmer stated there were several other people in the audience that were prepared to speak concerning this particular item and asked if they should be allowed to speak since Mr. Stephens had spoken. City Attorney Govignon stated that the matter had been tabled, however it was at the discretion of the Council as to whether or not they wanted to allow others to speak. The consensus of the Council was to allow others to speak. Mayor Palmer asked if there was anyone else present wishing to speak regarding the variance request.

Ms. Robert Charbonneau of Family Connection of Gordon County, located at 323 South Wall Street, addressed those in attendance stating that she wanted to point out that Mr. Stephens is using one piece of data that shows Calhoun being 93rd in the state. Her question was 93rd at what? She stated the document he was getting his information was a document that she had published about 1 ½ years ago. She clarified that the document states that we are 93rd in the state in our poverty rate, or the number of people who are living in poverty at 150% of the federal guideline. She noted that when you look at children and families that drops to 42%. She gave Council members copies of current data pertaining county health ranking by the CDC. According to the data the general health and well being of families in the county ranks 50 out of 159 counties. She stated that we have to put the 93 in a perspective and that was all she was trying to point out. For the length of our life we are at 65 out of 159 counties; for quality of life we rank 54th. She noted we do have higher numbers such as for violent crime in our community, ranking 132 out of 159 counties. She stated her concern was just to clarify what that 93 represented. She also stated that she does have a copy of the original published document if anyone would like to see it. She stated once again that the document was published by her in April of 2016.

Mayor Palmer asked if there was anyone else wishing to address the Council. There were none. Mayor Palmer stated a public forum discussing the issue had been addressed at the work session this afternoon in order to allow everyone to gain more information in order to have a better understanding of all of it, and perhaps an opportunity for Mr. Stephens to work together with some of the agencies, and to allow for a better understanding of the HUD issues and all of those type things as well.

Mr. Stephens stated there was no doubt that we need regulations and zoning laws but it does need to be tempered with some common sense. He went on to speak about some property he has in the county and issues with variances. He

Streamed Live: https://www.youtube.com/watch?v=16IGRv3T_-A

stated again the he had no objections to voting regulations and protecting the public, but it does need to be tempered with common sense.

E. **Square Footage Reduction Variance – Haley Stephens**

Public hearing of a variance request to reduce minimum square footage 500 feet, from 800 square feet to 300 square feet, at a location of 203 Edmond Street, by Haley Stephens. The Zoning Advisory Board met September 11, 2017.

***See amended motion in Section D pertaining to the motion and vote on this item.**

F. **Set Back Variance – Stephen Smith**

Public hearing of a variance request of 10 feet, to reduce the minimum distance from 20 feet to 10 feet, at a location of 127 Oakhurst Terrace, NE, by Stephen J. Smith. The Zoning Advisory Board met September 7, 2017.

- Mayor Palmer opened the public hearing.
- City Administrator Peterson stated that all legal requirements had been met.
- Councilwoman Palazzolo gave the report on notices and Zoning Advisory Board stating that they were in favor of the variance request.
- Mayor Palmer opened the floor for comments from those in attendance. There were none.
- Mayor Palmer closed the public hearing and called for a motion concerning the variance request.

Councilwoman Palazzolo made a motion to approve the variance request. Councilman Edwards gave a second with all voting aye. Motion approved.

G. **Beer Pouring License – World of Wings**

Mayor Palmer requested the public hearing of a beer pouring license request by Suhel Merchant D/B/A World of Wings, at a location of 171 West Belmont Drive, Suite 7, be tabled due to no proposed store manager being named.

Ms. Brittany O'Shields addressed Council members stating that she was the general manager for the business and was scheduled to have her criminal history tomorrow. She asked if the public hearing could continue as she was told she could not get fingerprinted until after the public hearing. Mayor Palmer deferred to the City Attorney concerning an opinion on continuing the public hearing.

City Attorney Govignon stated that Ms. O'Shields is not on the application and the public hearing would need to be tabled. He advised Ms. O'Shields to contact City Hall tomorrow for advisement.

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

Councilman Hammond made a motion to table the item until all legal requirements are met. Mayor Pro Tem Barton gave a second with all voting aye. Motion approved.

8. **Old Business**

A. **Ordinance – Donation Collection Containers**

Mayor Palmer gave the second reading of an ordinance to amend, strike or change portions of Part II-Code of Ordinances, Chapter 22: Businesses, Article III: Regulatory Licenses and Business Regulations, Division 5: Recycling Processing Centers to add section 22-322 prohibiting Donation Collection Containers throughout the City. The public hearing is scheduled for September 25, 2017.

B. **Ordinance – Building Heights**

Second reading of an ordinance to amend, strike or change portions of part II – Code of Ordinances; Appendix A: Zoning; to clarify certain language or definitions, and to increase maximum building heights for districts C-2 general business district, and Ind-G general industrial district from 50 feet to 75 feet, or four stories, whichever is greater. The public hearing is scheduled for September 25, 2017.

C. **Beer Package License – KS Food Mart**

Second reading of a beer package license request by Muhammad Khawar A. Ansari D/B/A K S Food Mart, at a location of 461 Harris Beamer Road. Mr. Ansari will be the store manager. The public hearing is scheduled for September 25, 2017.

9. **New Business**

A. **Ordinance for Charter Amendment – Municipal Court**

Mayor Palmer gave the first reading of an ordinance to amend the Charter of the City of Calhoun relating to Municipal Court, to include certain fines and confinement time periods; to provide for the appointment and duties of ministerial officers; and, for other relative matters. The public hearing will be held on October 9, 2017.

B. **Revolving Loan – Jones & Erwin P.C.**

Mayor Palmer stated the second item under new business was a Revolving Loan Advisory Committee report concerning a loan application by Giles and Stephanie Jones. D/B/A: Jones & Erwin P.C. at a location of 109 North Wall Street. He turned the floor over to City Administrator Peterson. Mr. Peterson stated this was a late request, but was addressed at the Revolving Loan Advisory Committee meeting. Later in the week proxy was received by everyone in favor of the request by Jiles and Stephanie Jones for upgrades to their property in downtown Calhoun. The application is for \$100K over a period of 15 years at 2% interest.

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

Mayor Pro Tem Barton made a motion to approve the Revolving Loan Fund request. Councilman Hammond gave a second with all voting aye. Motion approved.

C. **Alcohol Manager Change – Circle K**

Mayor Palmer read an Alcohol Manager Change request by 188 Highway 53, LLC d/b/a Circle K, at a location of 943 Highway 53, SE. The prior manager was Zachary Mason and the proposed manager is Valerie Rodriguez.

Councilman Hammond made a motion to approve the request. Mayor Pro Tem Barton gave a second with all voting aye. Motion approved.

D. **Surplus Property Request – Utility Plant Maintenance Department**

Mayor Palmer read a request from the Utility Plant Maintenance Department to declare a 1996 Ford F-150 pickup truck, mileage 175,770 as surplus. VIN# 1FTDF17W2VLA68967

Councilman Edwards made a motion to approve the request. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.

E. **Change Order Request 003 – Pisgah Area Sewer Line Replacement Project**

Mayor Palmer read Change Order request number 003 for the Pisgah Area Sewer Line Replacement Project. The change order is in the amount of \$12,413.44. The change order is necessary to cover unforeseen conditions of sewer elevation issues, buried storm drainage structures, and other similar items. Mayor Palmer gave Assistant City Administrator Worley the floor.

Mr. Worley stated this was for unforeseen storm drain structures and other items of that nature we had to engineer some of the work around, and for some additional costs involved.

Councilman Hammond made a motion to approve the change order request. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.

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

Mayor Palmer gave the floor to City Administrator Peterson. Mr. Peterson stated that everyone had been given a copy of the original Ethics Ordinance prepared by Attorney Govignon. He requested that if Council members would provide any changes, additions, or deletions to this project it would be helpful. He asked Council members if they could return their edited ordinances to Ms. Nelson, Mr. Worley, or himself, by Friday morning. This would allow us to get the changes to Attorney Govignon for codification and we could then discuss the ordinance at the September 25th meeting.

Mayor Palmer stated he knew the ordinance had been brought up before and appeared in the Minutes and was barely discussed before it was tabled. He asked

Streamed Live: https://www.youtube.com/watch?v=16lGRv3T_-A

Attorney Govignon if this was the same ordinance that was presented the first time and appeared in the Minutes.

City Attorney Govignon stated that was correct. The current ordinance incorporates the research he has done from the Carl Vinson Institute as well as Gwinnett County's Ethics ordinance.

Mayor Palmer then asked if the item would be discussed at length at the next meeting. Attorney Govignon stated that was correct.

Mayor Palmer asked if any changes that might be suggested would be presented at the next meeting. Attorney Govignon stated that was correct.

Mayor Palmer asked if following that meeting the procedure would be to have two public hearings. Attorney Govignon stated that was correct.

G. Work reports

- a. Eddie Peterson, City Administrator

H. Motion to move to Executive Session, if needed

City Attorney Govignon stated there was no need to move to executive session.

I. Motion to return to General Session

J. Motion to adjourn

Mayor Pro Tem Barton made a motion to adjourn. Councilman Hammond gave a second with all voting aye. Motion approved.

Approved:

Submitted:



James F. Palmer, Mayor



Sharon Nelson, City Clerk



City of Calhoun, Georgia

Site of New Echota in the Land of the Cherokee

September 28, 2017

Mr. Brock Smith, Manager, CDBG
Georgia Department of Community Affairs
60 Executive Park South, NE
Atlanta, Georgia 30329-2231

Dear Brock:

I would like to bring you up to date on the City of Calhoun Revolving Loan Fund. At this time we have \$1,001,655 in cash with \$2,500,000 in total assets. Using the 30 percent cash to assets formula we are \$250,000 cash heavy. The Revolving Loan Advisory Committee has recently approved two \$100,000 loans which have been approved by the City Council. We also have one \$350,000 loan, approved by the Revolving Loan Committee, which may or may not work due to a cash match by the applicant. The two \$100,000 loans are in the closing process and should be complete within the next two weeks. This will place Calhoun at \$800,000 in cash to assets.

With this in mind the Revolving Loan Committee and City Council ask that you consider allowing us to increase the loan amount per job created from \$15,000 to \$20,000 for future applicants. This would allow certain start up businesses to take advantage of the Revolving Loan when they are working around three or four jobs.

Downtown Calhoun is seeing, for the first time in many years, buildings with second floors being purchased by individuals who now see a return on investment for downtown apartments on these first and second floors. If we could use Revolving Loan funds to assist in these type



City of Calhoun, Georgia

Site of New Echota in the Land of the Cherokee

endeavors it would certainly add to the revitalization of our downtown and indirectly create jobs.

As you know Calhoun's program has helped create over 600 jobs in the last 30 years and as yet we have never had a default. This can be credited to the Revolving Loan Committees expertise and stewardship. As always thank you for your consideration and support of Calhoun's Revolving Loan Program.

Sincerely,

A handwritten signature in blue ink that reads "James F. Palmer". The signature is stylized and cursive, with a large initial "J".

James F. Palmer, Mayor

cc: David Lance, Revolving Loan Chair
John D. Meadows, State Representative

CHANGE ORDER

Order No. 003

Date: 9/1/17

Agreement Date: _____

NAME OF PROJECT: Pisgah Area Sewer Line Replacement Project
OWNER: City of Calhoun
CONTRACTOR: IPR Southeast LLC

The following changes are hereby made to the Contract Documents:

Change to Contract Price

Original Contract Price \$1,029,191.00

Current Contract Price adjusted by previous Change Order \$1,484,976.00

The Contract Price due to this Change Order will be \$12,413.44

Increased / decreased by:

The new Contract Price including this Change Order will be \$1,497,389.44

Change to Contract Time

The Contract Time will be increased / decreased by 0 calendar days.

The date for completion of all work will be 12/12/2017 (date).

Justification

pMH-10 at N Wall: Unforeseen conditions prevented installation of proposed new MH-10 at N Wall St where elevation of sewer main from Fain St was lower than elevation of required new MH-10 invert elevation.

Uncompensated effort included excavation of N Wall St down to existing main, discovery of existing elevations, backfill and tamping of pit with crushed stone, and temporary paving with cold patch.

N Wall PB 367 to 412: Unforeseen conditions led to termination of pipe burst from MH-367 to MH-412 in N

Wall St where sewer main runs through buried storm drainage structure. Uncompensated effort included

partial demolition of buried structure and retrieval of bursting head, tying of new-burst sewer main line to

existing main that passes through buried structure, and reformation of buried structure by grouting, and

temporary paving with cold patch.

College St pMH-10A: Unforeseen conditions prevented installation of proposed new MH-10A at College St

where elevation of proposed sewer main was at elevation of existing buried storm drain structure.

Uncompensated effort included excavation of College St down to buried storm structure, discovery of existing

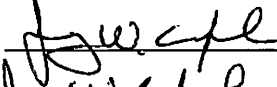
elevations, backfill and tamping of pit with crushed stone, and temporary paving with cold

patch.

Approvals Required:

To be effective this Order must be approved by the Federal agency if it changes the scope or objective of the Project, or as may otherwise be required by the Supplemental General Conditions.

Accepted by: Ben Shapiro  (Contractor)

Recommended by:  (City of Calhoun, Engineering Department)

Ordered by:  (Owner)

Federal Agency Approval {where applicable}: _____