

**CITY OF CALHOUN  
REGULAR CITY COUNCIL MEETING  
DEPOT COMMUNITY ROOM  
109 SOUTH KING ST  
DECEMBER 9, 2013 7:00 P.M.**

**MINUTES**

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

**ALSO:** Eddie Peterson, City Administrator; Larry Vickery, Utilities General Manager; Paul Worley, City Clerk; George Govignon, City Attorney; Garry Moss, Police Chief; Jeff Defoor, Director of Electric Utilities; Jerry Crawford, Water and Sewer Director; School Board of Education Members Amy Atkinson, Tony Swink, Eddie Reeves, David Scoggins, Rhoda Washington, and Alvin Long; Calhoun Schools Superintendent Michelle Taylor

1. Mayor Palmer called the meeting to order and welcomed everyone in attendance.
  - A. Councilman Crowley gave the invocation.
2. Mayor Palmer led the group in the Pledge of Allegiance to the United States Flag.
3. Councilman Barton made a motion to approve the agenda, Councilman Hammond seconded the motion. All voted aye, motion approved.
4. Councilman Crowley made a motion to approve the minutes of the November 25, 2013 City Council Meeting. Councilman Edwards gave a second with all voting aye, motion approved.
5. **Mayor's Comments:**
  - A. Mayor Palmer and the City Council congratulated Dr. Michelle Taylor, Calhoun Schools Superintendent, for being named the 2014 State of Georgia Superintendent of the year.
  - B. Mayor Palmer conducted the oaths of office for City Councilman Post 3 Matt Barton, City Councilman Post 4 David Hammond, Calhoun Board of Education Post 1 Alvin Long, Calhoun Board of Education Post 2 Rhoda Washington, and Calhoun Board of Education Post 3 David Scoggins. (exhibit attached) Mayor Palmer also gave a special thanks to outgoing School Board of Education Member Amy Atkinson who is retiring from the Board after 16 years of service.
  - C. The Mayor's Christmas Motorcade for Northwest Georgia will be tomorrow, December 10<sup>th</sup>. With the advent of the Northwest Regional Hospital being closed, the mental health clients were moved to community-based housing. GMA is continuing to work with the cities in the Northwest region and the state coordinators to ensure that the clients continue to receive Christmas gifts through the Motorcade.
  - D. Mayor Palmer stated that the next City Council meeting would be on December 16<sup>th</sup>.

**6. Council Comments:**

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

**1) Police Department**

- Made 717 cases with 8 DUI's
- Fines collected by Municipal Court - \$66,741.38
- Issued 905 warnings
- Investigated 49 highway accidents, 24 private property accidents
- Provided 98 escorts
- 1,530 incident reports
- Responded to 685 alarms
- Miles patrolled: 48,717
- Responded to 4,945 calls for service by E-911

**2) Municipal Court and Probation**

- Total Court cases- 117
- Court cases dropped- 148
- Number of Bond forfeitures- 295
- Number of Probation cases- 68
- Probation Payments- \$21,872.00
- Probation Revocations- 24
- Failure to appear- 61
- Prisoner transports- 49

**3) Fire Department- Suppression**

- Responded to 154 calls for service for the suppression division, 6 fire incidents for damages (\$3,506 in estimated fire damage)
- Responded to 104 medical service calls
- Responded to 3 hazardous conditions incidents
- Responded to 13 false alarms or false calls, 18 good intent
- Continued annual fire hydrant maintenance/painting
- Calhoun Fire, Calhoun Police, and Marine Corps hosted Toys for Tots drive and a car safety seat check at Wal-Mart.

**Training Division**

- Department completed 877 man hours of in house training.
- Training consisted of experienced driver training, incident command, and required core skills.

**4) Fire Inspection Department**

- 73 total reported activities/inspections which included 21 annual inspections, 18 requested inspections, 4 follow-up or re-inspections, 1 illegal burn citation, 4 burn site inspections, and 19 consultations
- Lt. Fox and Tower 1 did fire prevention for 40 kids at Beekids Daycare.
- Carried all shifts to tour the new Fairfield Inn for fire protection systems review.

**5) Downtown Development Authority**

- The DDA director was on site at the Cherokee Mill Lofts and reports that much progress is being made and that the project is on schedule.
- Coming up in December is the Christmas Parade on Thursday, December 12<sup>th</sup> at 7:00 pm. The parade theme this year is Candy Canes and Christmas Carols, hosted by the Chamber of Commerce, NW Regional Fair Association and Downtown Calhoun. Five choruses from area schools will be performing the hour prior to the parade. Come early and stroll around for live entertainment and refreshments, select downtown restaurants will also be open for dinner.

**B. Councilman Barton gave the November report as follows:**

**1) Street Department**

- Completed 19 shop and 6 street department work orders.
- Placed 3 new street signs.
- Began the annual leaf cleanup of all City streets.
- Finished installing storm drainage on East May Street, setting 12 manholes, 630 feet of 18" concrete pipe and 100 feet of 24" concrete pipe. Curbs, gutters, and sidewalks will be next, followed by repaving the road.

**2) Cemetery Department**

- Performed routine maintenance on Fain and Chandler Cemetery.
- Supervised the opening and closing of 8 grave sites.
- Sold 7 new grave spaces.
- Worked 8 grave sites.

**3) Animal Control**

- Housed 10 dogs, and 0 cats
- Answered 37 customer calls

**4) Parks Department**

- The Parks Department grounds crew picked up litter, hauled garbage to the dump, books from the library and maintained records at records room.
- 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.
- Put up decorations and Christmas trees downtown.

**5) Safety Committee**

- Safety topic- preventing lyme disease
- Safety Inspection- Water Treatment Plant
- Accidents: Vehicle Accident-1- Meter Reader

- Workers Comp: 1- Meter Reader

**6) Recreation Department**

- **Youth Basketball** – Registration numbers for youth basketball were:  
Total Registered – 303 – ages 7 – 14 – boys and girls  
Total City Residents – 171  
Total County Residents – 132  
Total Receiving United Way Funding – 47  
Youth Basketball registration increased by 18 participants for 2013.  
Scheduled games will begin Monday, December 16, 2013 and games will be played at the Billy Bearden Recreation Center, Calhoun Primary and Calhoun Elementary gyms.
- **Youth Football** - Calhoun Recreation Department all-star teams participated in the GRPA 5<sup>th</sup> District Football Championships November 16-23, 2013. Our agency hosted games on Thursday, November 21. Calhoun All-Star teams advanced to the GRPA State Championships in the 7-8 and 11-12 tackle divisions. The 9-10 All-star team will be the host team for the GRPA 9-10 State tournament that our agency will be hosting. Games will be played Saturday, December 7 and Saturday, December 14.
- **Youth Soccer** - Calhoun Recreation Department all-star teams participated in the GRPA 5<sup>th</sup> District Soccer tournaments November 16- 23, 2013.

**C. Councilman Crowley gave the November report as follows:**

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

- The Brittany Drive Expansion Project- The project is approximately 73% complete.
- Clarifier Mechanism Replacement Project- Expect to have the new mechanisms on site by late January.
- I-75 & Red Bud Road utility relocate- Notice to proceed from GDOT was issued on May 30, 2013. Construction began on November 18<sup>th</sup>.
- The first phase of the Gordon County Fire Hydrant project is nearing completion.
- Design is complete for the King Street and Pine Street replacement sewers.
- The design is complete for the flocculation and sedimentation control project at the Mauldin Road Water Treatment Plant.
- Coosawattee Intake Screen Replacement- Received bids on October 22, 2013 and Atlas Manufacturing was awarded the bid at \$199,750, which is just within our proposed budget of \$200,000. These are replacing screens that are now 29 years old.
- The 2013 flushing program is complete.

**2) Water Treatment Plant Facility**

- Total gallons withdrawn: 275,210,000
- Daily average: 9,173,666
- Wells: 130,460,000
- Big Springs: 0

- Percent produced by Brittany Drive: 47.4
- Rainfall- 1.12"

**3) Waste Water Treatment Plant Facility**

- Treated a daily average of 4.103 MGD, with an average BOD effluent of 5, average suspended effluent of 10, and an average COD of 79.

**4) Water Distribution**

- 6 Water connections, 12 water service leaks repaired, 20 water main leaks repaired, 7 water services changed from old water main to new main, 19 water meters changed for yearly testing, 3 yards or roadway edges repaired due to previous work, 44 utility locates called in for work orders, 323 utility locates responded to, and 103 misc. calls
- Continued replacing 2" galvanized line along Amacanata Road with 8" ductile iron pipe.
- Continued replacing 2" galvanized line along Baker Road with 6" ductile iron pipe.

**5) Waste Water Collection**

- 1,350' Sanitary Sewer Services TV inspected, 249 utility locates completed, 2 lift station repairs completed, 3,200' sanitary sewer lines cleaned, 65 manholes opened and inspected, 7 sanitary sewer services repaired

**6) Building Inspection Department**

- Issued 28 permits for an estimated cost of \$1,021,384, collected \$7,548.00 in permit fees. This included 2 new residential, 1 new commercial, 3 residential remodeling, 2 commercial remodeling, 2 residential plumbing, 4 new residential and 5 commercial HVAC, 2 residential electrical, 2 industrial electrical, 5 sign permits, and 78 total inspections.

**D. Councilman Hammond gave the November report as follows:**

**1) Electric Department**

- Work continues on the New High School / Middle School expansion.
- The relocation of the Power Lines necessary for the New Gordon County Career Academy along Hwy 53 Spur continues. Materials such as the New LED site lighting fixtures are on order.
- Electrical Engineering continues on the GDOT Red Bud Road project.
- Electrical Engineering continues on Power Line relocation and underground conversion necessary for Gordon Hospital Expansion.
- Electrical Engineering continues for StreetScape Phase # 4
- Electrical installation continues on the Library Expansion with a new underground service and L.E.D. parking lot lighting.
- Electrical installation of new underground power is scheduled to be installed in January for the Cherokee Mills Loft Apartment Complex.

- New Electric Record for November: the City Electrical load was 35,422,918 kWh, beating the old November record of 33,046,956 that was set in 2012 by 2,375,962 kWh. This is more than a 6% increase in Electrical usage for our community.

Work orders in process or completed

- Newly created- 65
- Completed and closed- 49
- Consisting of:
  - Capital construction- 4
  - Street and security lighting-16
  - Distribution Maintenance-5
  - Meter maintenance/replacement- 6
  - New customer meter sets- 6
  - Monthly total system locate tickets processed- 191

**2) Telecommunications Departments:**

- Completed two new Internet connections.
- Upgraded customer point-to-point circuit from 200 Meg to 400 Meg.
- Switched production Internet backbone to new service provider. Monitoring and making adjustments as necessary.
- Completed core team training for billing software upgrade and started validation testing.
- Started cable installation for new police department communication system.
- Started looking at fiber relocation requirements for Red Bud Road interchange construction.
- Worked with Gordon County IT to provide emergency phone service between city fire departments directly and 911 offices.
- For the Union Grove Road and I-75 fiber relocation project: converted one customer to new fiber and removed 3200 feet of old fiber. Waiting on property easement to finish construction of fiber reroute.
- Continue to work with work flow committee to document work processes for various departments.
- Started testing new phone system connectivity at city school primary/elementary school complex.
- Started security camera installation for water department.
- Opened 25 and closed 22 work orders.

**3) Geographic Information Systems:**

- Working to resolve water system connectivity issues for modeling project.
- Added updates to fiber application and assisted with fiber mapping.
- Updated zoning maps.
- Updated pre-fire plans for Fire Department.
- Updated addresses from changes in billing account data.
- Participated in work flow documentation process.
- Updated City and GIS websites.

**4) Northwest Georgia Regional Commission**

- Councilman Hammond discussed that the Regional Commission oversees 15 counties in Northwest Georgia that helps to reallocate federal dollars to various programs that benefit the citizens such as meals on wheels, workforce training, and community planning. A meeting was held on November 21<sup>st</sup> in Calhoun to discuss bylaws and nominations for officers for leadership positions in the coming year. Nominations were: David Austin, Soul Commissioner for Paulding County, Chairman; Al Hoyle, Mayor of Ellijay, Vice-Chairman; Allen Poole, Commission Chair of Haralson County; Ted Rumley, Commission Chair of Dade County, Secretary/Treasurer.

**5) Tom B. David Airport**

- The engineering plans to build a parallel taxiway to increase frequency of landing and takeoffs is coming to completion. They should start moving dirt for the project in the spring.

**7. Public Hearings and Comments:**

A. Mayor Palmer opened the public hearing for a beer package request by Priyanidhi, Inc. DBA: Calhoun Food and Tobacco at a location of 901 North Wall Street. The proposed manager is Romesh Patel.

- Mr. Peterson stated that all signs and advertising requirements have been met.
- Mayor Palmer asked for public comments.
- There were no more comments and the public hearing was closed.
- Councilman Edwards made a motion to approve the beer package request. Councilman Crowley gave a second with all voting aye, motion approved.

B. Mayor Palmer opened the public hearing for a pawn shop license request by Kent Popham DBA: Complete Cash Holdings, Inc. at a location of 901 North Wall Street, Suite C. The proposed manager is Patricia Stanley.

- Mr. Peterson stated that all signs and advertising requirements have been met.
- Mayor Palmer asked for public comments. There were no comments and the public hearing was closed.
- Councilman Hammond made a motion to approve the pawn license request. Councilman Crowley gave a second with all voting aye, motion approved.

C. Mayor Palmer opened the public hearing for a beer and wine package request by Balvir Kaur DBA: Quick Stop at a location of 461 Harris Beamer Road.

- Mr. Peterson stated that all signs and 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 and wine package request. Councilman Barton gave a second with all voting aye, motion approved.

**8. Old Business:**

- A. Mayor Palmer conducted the second reading of a beer, wine, liquor pouring request by Neighborhood Restaurant Partners, LLC. DBA: Applebee's at a location of 1008 Hwy 53 SE. The proposed manager is Steven James Smith. The public hearing will be on December 16<sup>th</sup>.
- B. Mayor Palmer conducted the second reading of an Ordinance Amendment regarding the Department of Community Affairs Georgia State Minimum Standards Building Codes and also including any applicable DCA amendments, which is subject to the City of Calhoun's Community Development enforcement. The public hearing will be on December 16<sup>th</sup>. The following code updates are mandatory:
  - International Building Code, 2012 Edition
  - International Residential Code, 2012 Edition
  - International Plumbing Code, 2012 Edition
  - International Mechanical Code, 2012 Edition
  - International Fuel Gas Code, 2012 Edition
  - International Energy Conservation Code, 2009 Edition
  - International Fire Code, 2012 Edition
  - National Electrical Code, 2011 Edition

Also, the following optional codes are recommended for adoption by the Community Development Department:

- International Property Maintenance Code, 2006 Edition
- International Existing Building Code, 2006 Edition
- International Swimming Pool and Spa Code, 2012 Edition
- National Green Building Standard, 2008 Edition

**9. New Business:**

- A. Mayor Palmer conducted the first reading of an annexation and zoning of C-2 for 0.57 and 0.29 acres at a location of 119 Thomas Street for CGA Global Realty, LLC. The ZAB meeting will be on January 9<sup>th</sup> and the public hearing will be on January 13<sup>th</sup>.
- B. Mayor Palmer read an Alcohol: Beer and Wine package manager change request for Rite Aid of Georgia, Inc. DBA: Rite Aid #4751 at a location of 910 South Wall Street. The prior manager was Debbie Bunch and the proposed manager is Stephanie Shipley. Councilman Hammond made a motion to approve the manager change request. Councilman Barton gave a second with all voting aye, motion approved.
- C. Mayor Palmer read the following Business License renewal requests:

**Beer & Wine Package**

- Stephanie Shipley for Rite Aid #4751 of Georgia at 910 S Wall St
- Councilman Barton made a motion to approve the beer and wine package renewal request. Councilman Hammond gave a second with all voting aye, motion approved.

**Wine Package**

- Will Ostuw for Calhoun Drug Company
- Councilman Barton made a motion to approve the wine package renewal request. Councilman Hammond gave a second with all voting aye, motion approved.

**10. Other written items not on the agenda:** None

**11. Work Reports:**

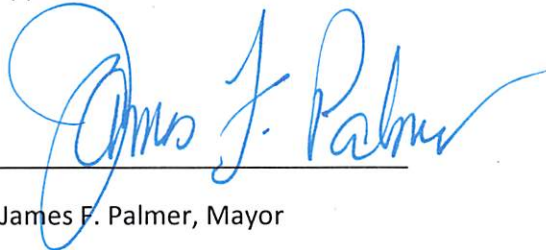
- A. City Administrator Peterson
- B. General Manager Vickery

- Mr. Vickery stated that there was a need for revisions to the Calhoun Utilities Policy Regarding Utility Adjustments, Procedures for Maintenance of Accounts, and Theft of Service policies. The policy had been updated to unify policies and procedures among all utility departments and approved by the Council on April 22, 2013. Mr. Vickery explained that this would need to be a living document that would need to be adjusted periodically. Mayor Palmer stated that any significant changes should come before the Council. Councilman Edwards made a motion to allow the stated policies to be a working document. Councilman Crowley gave a second with all voting aye, motion approved.

C. City Attorney Govignon

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

Approved:



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James F. Palmer, Mayor

Submitted:



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Paul Worley, City Clerk

CITY OF CALHOUN  
2014 OATHS OF OFFICE FOR  
CITY OFFICIALS

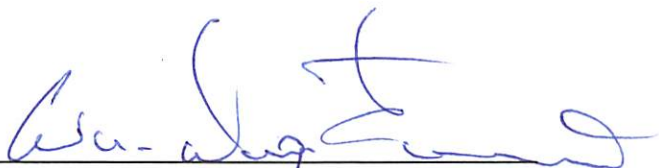
“I Madison (Matt) Barton, do solemnly swear (or affirm) that I will truly perform to the best of my abilities the duties of City Councilman, Post 3, by adopting and enforcing such measures as in my judgment shall be best calculated to promote the general welfare of the inhabitants of the City of Calhoun and the common interest thereof.”

THIS, the 9<sup>th</sup> day of December, 2013

  
\_\_\_\_\_  
Madison (Matt) Barton

“I Wm. David Hammond, do solemnly swear (or affirm) that I will truly perform to the best of my abilities the duties of City Councilman, Post 4, by adopting and enforcing such measures as in my judgment shall be best calculated to promote the general welfare of the inhabitants of the City of Calhoun and the common interest thereof.”

THIS, the 9<sup>th</sup> day of December, 2013

  
\_\_\_\_\_  
Wm. David Hammond

**2014 OATH OF OFFICE  
CITY SCHOOL BOARD**

**“I, Alvin Long, do solemnly swear (or affirm) that I will truly perform to the best of my abilities the duties of Calhoun Board of Education Member, Post 1, by adopting and enforcing such measures as in my judgment shall be best calculated to promote the educational needs of the inhabitants of the City of Calhoun and the common interest thereof.”**

**This, the 9<sup>th</sup> day of December, 2013.**

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**Alvin Long**

**“I, Rhoda Washington, do solemnly swear (or affirm) that I will truly perform to the best of my abilities the duties of Calhoun Board of Education Member, Post 2, by adopting and enforcing such measures as in my judgment shall be best calculated to promote the educational needs of the inhabitants of the City of Calhoun and the common interest thereof.”**

**This, the 9<sup>th</sup> day of December, 2013.**

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**Rhoda Washington**

**“I, David Scoggins, do solemnly swear (or affirm) that I will truly perform to the best of my abilities the duties of Calhoun Board of Education Member, Post 3, by adopting and enforcing such measures as in my judgment shall be best calculated to promote the educational needs of the inhabitants of the City of Calhoun and the common interest thereof.”**

**This, the 9<sup>th</sup> day of December, 2013.**

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**D. David Scoggins**