CITY COUNCIL MEETING
FEBRUARY 11, 2019- 7:00 PM
109 SOUTH KING STREET
DEPOT COMMUNITY ROOM

MINUTES

PRESENT: **James F. Palmer, Mayor**
George R. Crowley, Mayor Pro Tem
Ray Mitchell Denmon, Councilman
Al Edwards, Councilman
Jackie Palazzolo, Councilwoman

ALSO: Eddie Peterson, City Administrator; Larry Vickery, Utilities Administrator; Paul Worley, Assistant City Administrator; Sharon Nelson, City Clerk; George Govignon, City Attorney; Jeff Defoor, Director of Electric Utilities; Terry Mills, Assistant Fire Chief; Jerry Crawford, Director of Water & Wastewater; Brad Carrick, Director of Telecommunications; and, Don Colburn, Special Operations.

1. **Council Meeting Called to Order**
   Welcome
   Mayor Palmer called the meeting to order and welcomed everyone in attendance.
   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**
   Councilwoman Palazzolo made a motion to approve the February 11, 2019 agenda as presented. Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.

4. **Amendment or Approval of Minutes**
   Councilman Denmon made a motion to approve the minutes of the City Council meeting of January 28, 2019. Councilman Edwards gave a second with all voting aye. Motion approved.

5. **Mayor's Comments**
   None

6. **Council Comments**
   A. Councilwoman Palazzolo submitted January reports as follows:
      1) **Public Works**

Street Department

1. Completed 28 shop and 24 street dept. work orders.
2. Installed 3 new street signs.
3. Repaired a storm drain on Park Avenue.
4. Herman Shaffer attended erosion control class.
5. Continued the annual leaf cleanup all over the city limits.

Cemetery Department

1. Performed routine maintenance on Fain and Chandler cemetery.
2. Supervised the opening and closing of 15 grave sites.
3. Sold 11 new grave spaces.

Parks Department

1. The grounds crew picked up litter, mowed, trimmed bushes, hauled garbage to the dump, and maintained records at records room.
2. The maintenance crew maintained designated buildings downtown.
3. Repaired broken water line at parks shop.
4. Built shelves for purchasing department.

Animal Control

- Housed 15 dogs and 1 cat
- Number of dogs adopted: 1
- Number of cats adopted: 0
- Number of dogs rescued: 10
- Number of cats rescued: 1
- Number of dogs reclaimed by owner: 4
- Number of cats reclaimed by owner: 0
- Number of dogs euthanized: 0
- Number of cats euthanized: 0
- Number of warnings given: 40
- Number of bite cases: 0
- Citations issues: 3

Recycling

OCC	22.38 tons	$2014.20
Loose OCC	3.1 tons	$0.00
Plastics	4.35 tons	$0.00
Glass	4.38 tons	$65.70
Steel Cans	1082 lbs.	$43.28

2) **Recreation Department**

1. **YOUTH SPORTS:**

Youth Basketball: The youth basketball league concluded on January 26, 2019. Games were played 5 days per week using Calhoun Recreation gym and Calhoun Middle School gym. A total of 288 boys and girls participated in the 2018-2019 season from ages 7 through 14. Basketball all-star selection meetings were held January 15 and January 16. There will be 6 teams representing Calhoun Recreation Department in the GRPA 5th District Basketball tournaments beginning February 15. Calhoun Recreation Department will host the 9-10 Boys and Girls district tournament February 15 -19.

Youth Baseball and Softball – Registration began January 14 and will go through February 21. Baseball and Softball Assessments will be held February 23-24.

Youth Spring Soccer – Registration was held January 14 through February 7, 2019. Soccer assessments were held February 10. Spring Soccer will start practices February 16.

2. **PROGRAMS:**

STARS – Bingo Night was held January 21 with 7 participants.
Tennis:
Adult Leagues in January – Winter Combo 18 & over
CHS/CMS held tryouts and began practices – Monday through Friday 4:00pm – 6:00pm

3. **PARKS/FACILITIES:**

Soccer Fields were laid out and painted for Calhoun High School at CHS field and Field 3 and 4 at Soccer complex.
Soccer Complex was cleaned up from flooding.
Maintenance on equipment was started for spring season
All parks were inspected – repairs needed scheduled
Playgrounds inspected – mulch and repairs scheduled
Field Maintenance on baseball and softball fields continued

Facility Rentals

Billy Bearden Recreation Center	Ratner Pavilion - 1
Meeting Room –6	
Community Room – 6	
Gym – 1	
Open Gym –Participants - 384	

4. **WEBSITE USAGE:**

CalhounRec.com		FACEBOOK	
Sessions – 2,198	Page Views – 4,207	Post Engagement – 2,512	Posts - 6
Users – 1,207	Posts – 5	Reached – 6,653	

UPCOMING EVENTS:
February 7-9 – 5th Annual United Way – Warm-Up Basketball Tournament

February 15 – 19 – GRPA District Basketball Tournament – 9-10 Boys and 9-10 Girls

3) **Library**
   - There are 11,874 library card holders, 6,251 library visitors, and 5,991 total circulation.
   - There were 164 story time attendance, 6 adult program attendance, 74 new users, 434 e-books, 720 audio books, 1,062 computer logins, and 14,266 Facebook visits.

B. Councilman Edwards submitted January reports as follows:

1) **Electric Department**

   - Construction continues on the new Rockbridge Community Church, the Old Mill Town Homes, and the new City of Calhoun Board of Education (BOE) / Administration building.
   - Construction has begun on Downtown Renovation 4 unit business development facilities on Park Avenue and the Overhead to Underground conversion on West Belmont Drive
   - Pole line re-design continues on South Wall from Hicks Street to South Piedmont.
   - Electric Engineering has begun on the new Hwy 53 Cookout restaurant, the expansion at Foam Products on Beamer Road and Gettysburg Holdings on Executive Drive.

WORK ORDERS IN PROCESS OR COMPLETED FOR JANUARY:

• NEWLY CREATED	109
• COMPLETED AND CLOSED	102
• CONSISTING OF:	
• CAPITAL CONSTRUCTION	15
• STREET AND SECURITY LIGHTING-	39
• DISTRIBUTION MAINTENANCE	21
• OUTAGES / TROUBLE CALLS	5
• WORK FOR OTHER DEPARTMENTS	25
• NEW METER SETS	12
• METER MAINTENANCE/REPLACEMENT	83
• ELECTRIC LOCATE TICKETS PROCESSED-	337
•	

The City of Calhoun's Electrical load for January is estimated to be about 33,000,000 kilowatt hours (kWh). This is about 4 million kWh less than January of 2018. Reduction is primarily due to warmer temperatures and large manufacturing. Actual numbers will be released around February 17th.

2) **Telecommunications**

Telecommunications

- Finished pulling fiber optic cable to Brittany Well. Have two splices to complete to finish the circuit. Configured and successfully tested network switches at node site.
- Finished configuring and migrated all users' files to the new file server for the Police Department.
- Successfully upgraded software for the access equipment at the central office and all active customer end points.
- Repurposed two retired computers and installed them at the Electric Department to drive large screens for SCADA and Electric Outage Management systems.
- Started preparing for major phone system upgrade tentatively scheduled for July.
- Fujitsu support replaced a failed memory card in server and upgraded firmware while system was offline. No users were affected.
- Opened 7 and closed 10 work orders.

Geographic Information Systems

- Submitted annual data to Census Department with up-to-date Boundary and Annexation data.
- Worked with Engineering Department with Water Modeling program
- Worked with Engineering and Fire Departments with fire hydrant water flow modeling.
- Updated the following GIS layers
  - Department of Community Affairs
  - Water system and water meter data
  - Fire Department fire pre-plans and data folders for industrial and commercial buildings
  - Physical addressing for building and billing information
  - Fiber construction
  - Zoning
- Updated City and GIS web sites
- City employee GIS login statistics for January
  - Total logins – 1526
  - Top four layers accessed
    - Water – 869
    - Electric – 188
    - Metering – 211
    - Fire Department - 107

3) **Building Inspections**

- Issued 82 permits for an estimated cost of $2,021,366, collected $20,462 in permit fees. This included 4 new residential, 2 residential remodel, 1

new commercial, 3 commercial remodel, 1 new industrial, 2 industrial remodel, 9 residential plumbing, 28 residential electrical, 3 commercial plumbing, and 2 industrial electrical. 246 total inspections.

4) **Safety Committee**
   - The safety committee met on January 9th and the topic of discussion was Safety Awareness.
   - A safety inspection was completed on January 15th at the City hall and Municipal Court.
     - Vehicle accidents: 1
     - Workers compensation: 1

C. Councilman Denmon submitted January reports as follows:

1) **Water and Sewer Operations**

Water Treatment Plant

- Total gallons withdrawn: 314,520,000
- Daily average: 10,145,806
- Wells: 127,840,000
- Big Springs: 4,820,000
- % produced by Brittany Drive: 42.2%
  - Brittany Dr. daily production to capacity: 36.26%
  - Mauldin Rd. daily production to capacity: 36.66%
  - Rainfall for November – 7.12"

Waste Water Treatment Plant

- Treated a daily average of 9.056 MGD, with an average BOD effluent of 4, average suspended effluent of 10, and an average COD of 37.

Water Distribution & Wastewater Collection

- 400 work orders completed, 13 new water connections, 16 water service leaks repaired, 18 water main leaks repaired, 138 meter changes, 34 utility locates called in for work orders, 575 utility locates responses.
- 2,300 feet of Sanitary Sewer Services TV inspected, 439 utility locates completed, 4,100 feet sanitary sewer lines cleaned, 9 new sewer connections installed, 6 sanitary sewer services repaired.

2) **Water and Sewer Construction**

Water and Sewer Systems Active Projects

- As part of the new NPDES requirements, steps are underway to meet the storm water segment of the Watershed Protection Plan. EPD notified us on April 17th that our Section 319 Grant for Lynn Creek has been awarded. Contract should arrive soon.
- A Section 319 grant has been applied for to do work on Blackwood reek.
- Construction of the Love's Truck Stop Sanitary Sewer Lift Station is under construction and nearing completion.
- The North Henderson Bend Lift Station is under construction.
- The two inch galvanized line replacement continues utilizing city forces.

- S.R. 156 Water Main Relocation (GDOT/ RR Bridge Replacement @ Ranger) – We have coordinated with the bridge contractor to install the new main on the new bridge.
- Ranger 12" Water Transmission Main – Materials are on site and permits have been acquired. This project is under construction.
- New 2.0 Million Gallon Tank on Pittman Road – Foundation is under design.
- Peters Street Phase II Water and Sewer Relocations – Materials are here and construction should begin once other utilities have been relocated.
- Debra Owens Sewer Extension – Phase I & II of the project have been completed.

Water & Sewer Projects in Development

- North Wall Street and Redbud Road Intersection improvements- GDOT asked for, and were given an estimate to relocate any utilities in conflict with the proposed project.
- S.R. 136 Water Main Relocation for new Bridges at the Coosawattee River
- 4" water main relocation on South Wall Street to accommodate drainage for the new City Schools Central Office
- Hwy 41 South Sewer Extension
- Shaw Industries Union Grove Sewer Connection

Projects in Engineering Conceptual Design

Sewer

- Blackwood Creek Trunk Sewer Replacement
- Yarborough Street Replacement Sewer
- Louise Ave., Cherry St., and Florence Ave. Sewer Replacement
- Sewer Main relocation for the airport project.
- Old Fairmount Hwy Sewer Extension

Water

- Bellwood Road Water Transmission Main
- Reeves Station Water Main (replacing existing 6" C. I. with an 8")
- Second Interconnect with Pickens County
- GDOT SR 156/Salacoa Creek Bridges. Scheduled for 2020
- SR 225 8" water main river crossing

3) **Downtown Development Authority**

The HPC held their regularly scheduled meeting with two COA approvals. Planning is underway for the 8th annual BBQ, Boogie & Blues event. It is scheduled for April 26th & 27th. The United Way Young Leaders & the Downtown Development Authority are also planning for another Food Trucks & Friends for April 12th in the Depot Parking lot. The event will be from 5:30 pm-9:30 pm. Each of these events attracts people to downtown and we hope to have more events similar to these in the future.

D. Mayor Pro Tem Crowley submitted January reports as follows:

1) **Police Department**
   - Made 505 cases with 14 DUI's
   - Fines collected by Municipal Court - $44,870
   - Issued 800 warnings
   - Investigated 48 highway accidents, 33 private property accidents
   - Escorts - 38
   - Incident reports -1,323
   - Alarm responses - 192
   - Miles patrolled: 49,999

2) **Municipal Court**
   - Total Court cases- 503
   - Court cases dropped- 110
   - Number of Bond forfeitures- 199
   - Number of Probation cases- 23
   - Failure to appear- 36
   - Subpoenas served- 8

3) **Fire Department**

Fire Suppression Division

165 Total reported calls for service for the Suppression Division

Dispatched Calls

5	Fire Incidents ($240,700.00 in estimated Fire damage)
0	Overpressure Rupture, Explosion, Overheat (NO FIRE)
96	Emergency Medical Services / Rescue (Injuries, Medical, or Fatality)
5	Hazardous Conditions Incidents (NO FIRE; Leaks, Spills, Electrical Hazards; All Other Hazardous Conditions without injuries)
7	Service Calls (Water Leak; Assist Other Agencies with Non-Emergency Calls)
32	Good Intent Calls (Smoke / Odor check; Investigation of Unknown Problem)
19	False Alarms or False Calls
0	Severe Weather & Natural Disaster
1	Special Incident Type (Citizen Complaint; Other)

Additional Fire Department Activities

- The Fire Department began working on the Information package for an ISO Audit on March 5th. The audit requires a significant amount of man hours to gather all of the requested information in which most members of the department will be involved.
- The department began work on the 2019 /2020 budget.
- Completed all routine vehicle and station maintenance.

Training Division
CFD completed 500 Total Man Hours of training during the month.

Training consisted of:

- The Driver Operator class that started in December was completed with 3 Firefighters completing the course and passing the NPQ test.
- Calhoun Fire started a joint Rookie School with Calhoun Fire having 3 new Firefighters as well as Gordon County Fire having 3 firefighters. All 3 of Calhoun Fire's recruits completed their Hazmat awareness and operations class and are now 2 weeks into Firefighter Training. Several members of Calhoun Fire are assisting with the Physical Training as well as teaching some portions of the classes.

Fire Inspections - Public Safety Education -
Code Enforcement Division

107 Total Reported Activities / Inspections completed during the month.

Inspections / Enforcement

31	Annual Inspection
5	New Business Inspections
30	Requested Inspections
14	Follow Up, Re-Inspections
2	Burn Site Inspections
3	Plan Reviews
0	Pre-Construction Meetings
1	Sprinkler Permits Issued
0	Tank Permit
21	Consultations
0	Illegal Burning Citations

Additional Inspection - Public Safety & Codes Division Activities

- Lt Duvall attended City Safety Inspection on Jan 9
- Lt Fox attended George Chambers Center board meeting.

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

A. Public hearing of an annexation and zoning request of R-1, for 0.23 acres, at a location of 124 Dogwood Drive, by Charles and Nancy Claxton. The Zoning Advisory Board meeting was held on February 7th at 4:30 p.m.
   - Mayor Palmer opened the public hearing.
   - City Administrator Peterson stated that all legal requirements and notices had been met.
   - Councilwoman Palazzolo gave the report on Zoning Advisory Board stating that the Board was in favor of the annexation and zoning request.
   - Mayor Palmer opened the floor for public comments. There were none.
   - Mayor Palmer closed the public hearing and called for a motion regarding the annexation request.
   - Councilwoman Palazzolo made a motion to approve the annexation request of 0.23 acres. Councilman Edwards gave a second with all voting aye. Motion approved.
   - Mayor Palmer called for a motion regarding the Zoning Request.
   - Councilwoman Palazzolo made a motion to approve the zoning request of R-1. Councilman Edwards gave a second with all voting aye. Motion approved.

B. Public hearing of a wine pouring license request by Taco House, at a location of 803 South Wall Street. The store manager is Steve Bayzid.
   - Mayor Palmer opened public hearing.
   - City Administrator Peterson stated that all legal requirements and notices had been met.
   - Mayor Palmer opened the floor for public comments. There were none.
   - Mayor Palmer closed the public hearing and called for a motion regarding the alcohol request.
   - Mayor Pro Tem Crowley made a motion to approve the wine pouring license request. Councilman Denmon gave a second with all voting aye. Motion approved.

C. Public hearing of a beer and wine package license request by Pilot Travel Center #4558, at a location of 2111 US Hwy. 41 NE. The store manager is Kimberly Hayes.
   - Mayor Palmer opened public hearing.
   - City Administrator Peterson stated that all legal requirements and notices had been met.
   - Mayor Palmer opened the floor for public comments. There were none.
   - Mayor Palmer closed the public hearing and called for a motion regarding the alcohol request.
   - Councilwoman Palazzolo made a motion to approve the beer and wine package license request. Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.

8. **New Business**

A. Mayor Palmer gave the first reading of an annexation and zoning request of R-1B, for 0.43 acres, at a location of 112 Cherry Street, SW, by Jose Lopez. The Zoning Advisory Board meeting is scheduled for March 7th at 4:30 p.m. and the public hearing is scheduled for March 11th at 7:00 p.m.

B. Mayor Palmer gave the annual business license renewal for The Good Friends Taxi Service. Councilman Denmon made a motion to approve the renewal. Councilwoman Palazzolo gave a second with all voting aye. Motion approved.

9. **Other Written Items Not on the Agenda**

10. **Work reports:**

A. Eddie Peterson, City Administrator had nothing to report.

B. Larry Vickery, Utilities Administrator had nothing to report.

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

11. **Motion to move to Executive Session, if needed**
City Attorney Govignon stated there was a need to move to executive, the grounds being ongoing litigation. Mayor Pro Tem Crowley made a motion to move to executive session. Councilman Denmon gave a second with all voting aye. The motion was approved and Council moved to executive session at 7:22 p.m.

12. **Motion to return to General Session**
Councilman Edwards made a motion to return to general session. Councilman Denmon gave a second with all voting aye. The motion was approved and Council returned to general session at 7:50 p.m.

Councilman Edwards made a motion authorizing City Attorney Govignon to incur expenditures on behalf of the City not exceeding $15,000. These monies are to be used for the filing of a Brief in Opposition with the Georgia Supreme Court in response to the plaintiff's writ of certiorari in the Walker case. Councilman Denmon gave a second with Councilman Edwards, Councilman Denmon, and Mayor Pro Tem Crowley voting aye, and Councilwoman Palazzolo voting nay. Motion approved.

13. **Motion to Adjourn**
There being no further business before the Council Mayor Pro Tem Crowley made a motion to adjourn. Councilman Denmon gave a second with all voting aye. The motion was approved and the meeting was adjourned at 7:52 p.m.

Approved:

James F. Palmer, Mayor

Submitted:

Sharon Nelson, City Clerk

CITY OF CALHOUN

City Council Meeting
109 South King Street
February 11, 2019 – 7:00 PM

EXECUTIVE SESSION MINUTES

Present: James F. Palmer, Mayor
George Crowley, Mayor Pro Tem
Ray Denmon, Councilman
Jackie Palazzolo, Councilwoman
Al Edwards, Councilman

Also: Eddie Peterson, City Administrator
Paul Worley, Assistant Administrator
George Govignon, City Attorney
Sharon Nelson, City Clerk

A. Mayor Pro Tem Crowley made a motion to move to executive session to discuss ongoing litigation (O.C.G.A. 50-14-2(1)). Councilman Denmon gave a second with all voting aye. The motion was approved and Council moved to executive session at 7:22 p.m.

B. Options were discussed pertaining to the writ of certiorari filed by the plaintiff's counsel with the United States Supreme Court.

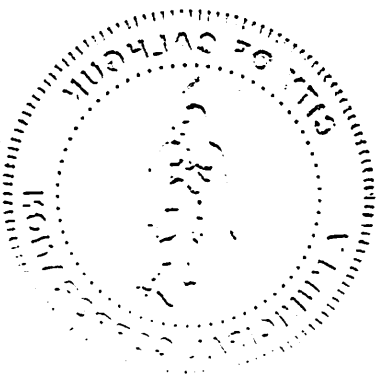
C. There being no other discussion, and on motion duly made by Councilman Edwards and seconded by Councilman Denmon, the executive session was adjourned and Council members returned to general session at 7:50 p.m.

Approved:

James F. Palmer, Mayor

Submitted:

Sharon Nelson, City Clerk



STATE OF GEORGIA
COUNTY OF GORDON
CITY OF CALHOUN

CLOSED MEETING AFFIDAVIT

James F. Palmer, Chair of the City of Calhoun, City Council Meeting, being duly sworn, states under oath that the following is true and accurate to the best of his/her knowledge and belief:

1.

The City Council of Calhoun, Georgia, met in a duly advertised meeting on February 11, 2019.

2.

During such meeting, the council voted to go into executive session.

3.

The executive session was called to order at 7:22 p.m.

4.

The subject matter of the closed portion of the meeting was devoted to the following matter(s) within the exceptions provided in the open meetings law:

_XX_ Consultation with the city attorney or other legal counsel to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the county or any officer or employee or in which the county or any officer or employee may be directly involved as provided in O.C.G.A. § 50-14-2(1)

_____ Discussion of tax matters made confidential by state law as provided by O.C.G.A. § 50-14-2(2) and (*insert the citation to the legal authority making the tax matter confidential*) _____

_____ Discussion or voting on

_____ Authorizing a settlement as provided in O.C.G.A. § 50-14-3(b)(1)(A)

_____ Authorizing negotiations to purchase, dispose of, or lease property as provided in O.C.G.A. § 50-14-3(b)(1)(B)

_____ Authorizing an appraisal as provided in O.C.G.A. § 50-14-3(b)(1)(C)

_____ Entering a contract for the purchase, disposal of, or lease of property as provided in O.C.G.A. § 50-14-3(b)(1)(D)

_____ Entering into an option to purchase, dispose of, or lease property as provided in O.C.G.A. § 50-14-3(b)(1)(E)

_____ Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a city officer or employee as provided in O.C.G.A. § 50-14-3(b)(2)

_____ Interviewing candidates for executive positions as provided in O.C.G.A. § 50-14-3(b)(2)

_____Other (*describe the exemption to the open meetings law*):_____

_____ as provided in (insert the citation to the legal authority exempting the topic): _____

_____

5.

_____ During the course of the closed session devoted to exempt topics, an incidental remark regarding a non-exempt topic or an attempt to discuss a non-exempt topic was made.

____ The attempt was immediately ruled out of order and attempts to discuss the same ceased immediately.

_____ The attempt was immediately ruled out of order. However, the comments did not cease, so the closed/executive session was immediately adjourned without discussion or action being taken regarding any non- exempt topic.

6.

Minutes were taken of this meeting in accordance with O.C.G.A. § 50-14-1(e)(2)(C) and will be filed and held for inspection by an appropriate court only.

This 11th day of February, 2019.

James F. Palmer, Mayor

Sworn to and subscribed before me this 11th day of February, 2019.

Notary Public

My commission expires:

SHARON NELSON NOTARY PUBLIC GEORGIA GORDON COUNTY EXPIRES FEB. 16, 2022