



**CITY COUNCIL MEETING  
APRIL 8, 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; Tony Pyle, Police Chief; Lenny Nesbitt, Fire Chief; Brad Carrick, Telecommunications Director, 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 Pro Tem Crowley 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 April 8, 2019 agenda as presented. Councilman Edwards gave a second with all voting aye. Motion approved.

**4. Amendment or Approval of Minutes**

Councilman Edwards made a motion to approve the minutes of the City Council meeting of March 25, 2019. Councilman Denmon gave a second with all voting aye. Motion approved.

5. **Mayor's Comments**

- A. Mayor Palmer announced that City offices would be closed on April 19<sup>th</sup> in observance of Good Friday.
- B. Mayor Palmer announced that a work session for the fiscal year July 1, 2019 through June 30, 2020 Annual Operating Budget and Capital Plan would be held on April 22<sup>nd</sup> immediately following the regular scheduled Council meeting. The first public hearing will be held on May 13<sup>th</sup>, at 7:00 p.m.
- C. Mayor Palmer read a proclamation presented by Debbie Vance, Gordon County E-9-1-1 Director, observing the week of April 14-20, 2019 as "National Telecommunicator's Week". An open house will be held on April 16<sup>th</sup> from 9:00 a.m. to 11:00 a.m. at the E-9-1-1 offices. Councilman Denmon made a motion to approve the proclamation observing April 14-20 as National Telecommunicator's Week. Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.
- D. Mayor Palmer notified those in attendance that the sidewalk connecting the Recreation Center and Calhoun City Schools was 90% complete and encouraged everyone to drive down River Street to view the project.

6. **Council Comments**

- A. Councilwoman Palazzolo submitted March reports as follows:

1) **Public Works**

**Animal Control**

- Housed 12 dogs and 2 cats
- Number of dogs adopted: 1
- Number of cats adopted: 0
- Number of dogs rescued: 5
- Number of cats rescued: 2
- Number of dogs reclaimed by owner: 3
- Number of cats reclaimed by owner: 0
- Number of dogs euthanized: 0
- Number of cats euthanized: 0
- Number of warnings given: 29
- Number of bite cases: 0
- Citations issues: 0

**Street Department**

- Completed 30 shop and 32 street dept. work orders.
- Installed 10 new street signs.
- Repaired pot-holes and utility cuts using approximately 28 tons of asphalt.
- Replaced sections of sidewalk on Short Court Street and Chandler Street.
- Cleaned out ditches on Woodridge Drive.

**Cemetery Department**

- Performed routine maintenance on Fain and Chandler cemetery.
- Supervised the opening and closing of 16 grave sites.

- Sold 7 new grave spaces.

**Parks Department**

- The grounds crew picked up litter, mowed, trimmed bushes, hauled garbage to the dump, and maintained records at records room.
- The maintenance crew maintained designated buildings downtown.
- Repaired 2 toilets at city hall.
- Supervised the shredding of old records at the records room.

**Recycling**

• OCC	21.7 tons	\$1,519.00
• Loose OCC	2.13 tons	\$ 0.00
• Plastics	3.99 tons	\$ 0.00
• Paper	0.00 tons	\$ 0.00
• Glass	4.63 tons	\$ 69.45
• Aluminum	0.00 lbs.	\$ 0.00
• Steel Cans	4,600 lbs.	\$ 276.00

2) **Recreation Department**

1. **YOUTH SPORTS:**

**Baseball and Softball** –Total registered for baseball and softball 390. League games will begin April 8. Practices have been taking place throughout the month.

**Third Annual Youth Classic** – The Youth Classic was held March 22 – 29 with teams from both Calhoun Recreation Dept. and Gordon Co. Recreation Dept. participating. There were a total of 39 teams that participated with 2,282 visitors to our facilities during this event.

**Youth Soccer** – 32 soccer games were played during the month. Games were played March 16 and 23. The season will resume after Spring break.

2. **PROGRAMS:**

**STARS** – Pancakes and Pajamas was held on March 11. Participants got to make their own pancakes with toppings. This helped with their fine motor skills.

**SENIORS** – The next senior event is on April 12 with Donuts, coffee, and bingo.

**TENNIS** – Tennis leagues – Spring Tennis 101; Winter Combo 18 & over; Tri Level League – 2.5, 3.0, 3.5, and 4.0

CHS Matches – March 4, 5, 7, 12, and 18

CMS Matches – March 6, 14, 19, and 21

CMS Region Tournament – March 27

SUMMER CAMP – Registration begins April 8 for Summer Camp and Adventure Teen Camp

3. **PARKS/FACILITIES:**

The following tasks were completed throughout the month:

- 1 – Cleaned up fences and roads from flood debris
- 2 – Cleaned up tennis courts
- 3- Field prep for Middle School baseball practices and games
- 4 – Repaint soccer field for high school
- 5 – Repaint soccer fields for Rec. soccer
- 6 – Field prep for Rec league practices

- 7 – Weed eat all parks
- 8 – Dirt on Buford and Ratner fields
- 9 – Repaint and replaced foul poles
- 10 – Check and repaired fences, poles and backstops on baseball fields
- 11 – clean-up and prepared pool bathrooms
- 12- Prepared fields for upcoming tournaments

**Facility Rentals:**

Billy Bearden Recreation Center:

Meeting Room – 8 events      Community Room – 4 events      Gym – 4 events

Black and Yellow Playground Pavilion – 4 events

Ratner Pavilion – 2 events

**4. WEBSITE USAGE:**

CalhounRec.com	Facebook
Page Views – 4,787	Reach – 3,757
Users – 1,275	Post Engagements – 3,564
Sessions – 2,335	Posts – 9

**5. COMMUNITY AND PROFESSIONAL INVOLVEMENT:**

- 2019 Leadership Calhoun-Gordon County – March 14 – 1 staff member participating
- 2019 Chamber Leadership Community Resource Day – March 14 – 2 staff members attended
- GRPA District Business and Athletic Meeting – March 27 – 1 staff member attended
- United Way Allocation Panel Meeting – March 26 – 1 staff member attended

3) Library

- There are 11,909 library card holders, 6,185 library visitors, and 5,887 total circulation.
- There were 134 story time attendance, 168 adult program attendance, 81 digital new users, and 1,048 computer logins.

B. Councilman Edwards submitted March reports as follows:

1) Electric Department

- Construction continues on the Old Mill Town Homes, the new City of Calhoun Board of Education (BOE) / Administration building, the Downtown Renovation of 4 unit business development facilities on Park Avenue, pole replacement on South Wall, the expansion at Foam Products and the Overhead to Underground conversion on Beamer Road.
- Began replacing old open wire secondary to improve safety and reliability at Short North Wall and Meadow Lane.
- Electrical engineering has begun for the new Hamilton Medical Center on Curtis Parkway, Apache expansion on River Street and the AT&T pole replacement on Pisgah Way.

**WORK ORDERS IN PROCESS OR COMPLETED FOR MARCH:**

• <u>NEWLY CREATED</u>	<u>75</u>
• <u>COMPLETED AND CLOSED</u>	<u>77</u>
• <u>CONSISTING OF:</u>	
• <u>CAPITAL CONSTRUCTION</u>	<u>17</u>
• <u>STREET AND SECURITY LIGHTING-</u>	<u>24</u>
• <u>DISTRIBUTION MAINTENANCE</u>	<u>5</u>
• <u>OUTAGES / TROUBLE CALLS</u>	<u>4</u>
• <u>WORK FOR OTHER DEPARTMENTS</u>	<u>27</u>
• <u>NEW METER SETS</u>	<u>10</u>
• <u>METER MAINTENANCE/REPLACEMENT</u>	<u>9</u>
• <u>Electric Locate Tickets Processed-</u>	<u>341</u>

The City of Calhoun's Electrical load for March is estimated to be about 31,000,000 kilowatt hours (kWh). This is about 3 million kWh less than March of 2018. Reduction is primarily in large manufacturing usage and milder temperatures. Actual numbers will be released around April 17<sup>th</sup>.

2) **Telecommunications**

**Telecommunications**

- Connected two new internet customers, reconnected two additional internet circuits and added a dark fiber connection.
- Disconnected two point-to-point circuits.
- Added 155 megabit of internet bandwidth to existing customers.
- Converted three customers to the new access equipment. Project is now 87% complete.
- Completed major upgrade project for billing software. City employees completed testing and vendor installed new software engine. Installed new client software onto all users' computers.
- Completed network switch replacement at Water Construction.
- MEAG requested city fiber and electronics be moved to outside cabinet at all MEAG substations. Materials for move have been purchased. Move to be completed in April.
- Started configuring three computers for use at each of the school system's three, new, police department precincts.
- Ordered new laptop and mounting equipment for Electric Department's Dodge 5500.

- Opened 20 and closed 12 work orders.

#### **Geographic Information Systems**

- Worked with Fire Department gathering ISO data.
- Made corrections to US Census Boundary and Annexation Data
- Worked with Engineering to gather data for Water Modeling re-calibration project
- Attended US202 Census Workshop and Training meeting.
- Started mapping City sidewalks for GDOT Sidewalk ADA compliance.
- Met with Northwest GA Regional Commission to verify City streets configurations.
- Worked with Engineering Department with Water Modeling program vendor to re-calibrate model.
- Worked with Engineering and Fire Departments with fire hydrant water flow modeling.
- Updated the following GIS layers
  - 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 – 1366 up 5% from last month
  - Top four layers accessed
    - Water – 637
    - Electric – 212
    - Metering – 225
    - Fire Department - 129

#### **3) Building Inspections**

- Issued 53 permits for an estimated cost of \$388,000, collected \$8,093 in permit fees. This included 1 new residential, 1 residential remodel, 1 commercial remodel, 23 residential electrical, 16 residential plumbing, and 5 residential HVAC. 159 total inspections.

#### **4) Safety Committee**

- The safety committee met on December 5<sup>th</sup> and the topic of discussion was Hand Tool Safety.
- A safety inspection was completed on December 12th at the Police Department.
  - Vehicle accidents: 0
  - Workers compensation: 1

C. Councilman Denmon submitted March reports as follows:

1) **Water and Sewer Operations**

**Water Treatment Plant**

- Total gallons withdrawn: 310,490,000
- Daily average: 10,015,806
- Wells: 130,350,000
- Big Springs: 0
- % produced by Brittany Drive: 42.0%
  - Brittany Dr. daily production to capacity: 35.63%
  - Mauldin Rd. daily production to capacity: 36.31 %
  - Rainfall for November – 4.43”

**Waste Water Treatment Plant**

- Treated a daily average of 8.864 MGD, with an average BOD effluent of 6, average suspended effluent of 12, and an average COD of 40.

**Water Distribution & Wastewater Collection**

- 367 work orders completed, 16 new water connections, 31 water service leaks repaired, 11 water main leaks repaired, 226 meter changes, 57 utility locates called in for work orders, 618 utility locates responses.
- 1,750 feet of Sanitary Sewer Services TV inspected, 413 utility locates completed, 3,800 feet sanitary sewer lines cleaned, 10 new sewer connections installed, 2 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 17<sup>th</sup> 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 Creek.
- 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 – The project is being advertised for bids. Bid opening was March 21 at 10:00 a.m. with all bids being over budget.
- 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 – Has 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 – Preparing for advertisement this week.
- Shaw Industries Union Grove Sewer Connection – Our construction has been completed.

### **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 DDA held their regularly scheduled meeting. 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 have another Food Trucks & Friends event this Friday 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 March reports as follows:

#### 1) **Police Department**

- Made 475 cases with 7 DUI's
- Fines collected by Municipal Court - \$50,530
- Issued 602 warnings
- Investigated 55 highway accidents, 54 private property accidents
- Escorts - 38
- Incident reports - 1,284
- Alarm responses - 212
- Miles patrolled: 44,739

2) **Municipal Court**

- Total Court cases- 385
- Court cases dropped- 68
- Number of Bond forfeitures- 175
- Number of Probation cases- 18
- Failure to appear- 16
- Subpoenas served- 3

3) **Fire Department**

**Fire Suppression Division**

178 Total reported calls for service for the Suppression Division

**Dispatched Calls**

- 5 Fire Incidents (\$71,600.00 in estimated Fire damage)
- 0 Overpressure Rupture, Explosion, Overheat (NO FIRE)
- 108 Emergency Medical Services / Rescue (Injuries, Medical, or Fatality)
- 10 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)
- 34 Good Intent Calls (Smoke / Odor check; Investigation of Unknown Problem)
- 8 False Alarms or False Calls
- 0 Severe Weather & Natural Disaster
- 0 Special Incident Type (Citizen Complaint; Other)

**Additional Fire Department Activities**

- Tower 1 was requested by Wal-Mart to give out Fire Safety material at a store event.
- Completed all routine vehicle and station maintenance.
- CFD was reviewed by the ISO in a routine audit that is done approximately every 4 years.

**Training Division**

CFD completed 633 Total Man Hours of training during the month.

**Training consisted of:**

- Training consisted of Apparatus Driving and operations, pumping, hose line management and forcible entry.
- Ryan Cloer, Jacob King and Malik Lawrence completed Basic Recruit Training and are now Certified Firefighter 1 and Hazardous Materials Operation level Firefighters. EMT Training will begin in the fall.
- Firefighter Rick Daniel completed and passed the FLAMES (Firefighters Learning and Mastering Essential Skills) advanced Firefighter Class.

**Fire Inspections - Public Safety Education -Code Enforcement Division**

107 Total Reported Activities / Inspections completed during the month.

### **Inspections / Enforcement**

31	Annual Inspection
7	New Business Inspections
23	Requested Inspections
15	Follow Up, Re-Inspections
2	Burn Site Inspections
2	Plan Reviews
0	Pre-Construction Meetings
0	Sprinkler Permits Issued
0	Fuel Tank Permit (Install, Removal or Service)
26	Consultations
1	Illegal Burning Citations

### **Additional Inspection - Public Safety & Codes Division Activities**

- Lt Duvall attended City Safety Inspection
- Inspections gave a fire Prevention program at Calhoun Church of Christ for 50 children.

### **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 PRD, for 13.655 acres, at a location of GC52-043 and GC52-044, Dews Pond Road, by Brent Stepp Construction Company, Inc. The Zoning Advisory Board meeting is scheduled for April 4<sup>th</sup> and the public hearing is scheduled for April 8<sup>th</sup>.

- Mayor Palmer opened the public hearing.
- City Administrator Peterson stated that all legal requirements and notices had been met.
- Councilwoman Palazzolo gave the Zoning Advisory Board report stating the Board was in favor of the annexation and zoning request.
- Mayor Palmer opened the floor for public comments.
- Terry Brumlow of 1287 Curtis Parkway, Attorney representing Mr. Stepp, stated the applicant has applied for annexation and zoning to develop a planned residential development under the section 7-14 of the code to complement the development he began several years ago and which has been a very popular location for families wishing to live inside the city limits of Calhoun, Georgia. The plan is for sixty (60) residential units which will be attached single family two-story townhomes that will feature the latest design interior features and a garage. Because of the high demand for housing in the Gordon County area, and

the City of Calhoun specifically the applicant has gone to great lengths to utilize the property and balance the needs of homeowners with the features owners want to see in new neighborhoods. The existing lake will be part of the amenities and common areas will be incorporated into the development to highlight and enhance the usage for owners in the development. A walking trail will also be a part of the neighborhood to allow families a safe place to exercise and spend time together just steps from their front door. Because the applicant is committed to providing these elements to future owners the plan has been drawn so as to allow adequate buffering in areas where needed, along the northeast corner and in the area adjacent to the existing subdivision, and the buffer has been reduced in the area along the eastern line of the property as the adjoining uses there are multifamily. Because of the fact the applicant is going with two story structures to accommodate a garage for each structure the setback for the development will be twenty-four feet from the curb which will still allow owners to park two additional full-size vehicles in the driveway area in addition to one vehicle in the garage. He also noted that more than any other developer in the past few years the applicant has provided excellent and affordable housing for families in Calhoun, Georgia. His record regarding development, design and implementation of our unique urban area has benefited many in our community. He simply asks that the plan as submitted be annexed and zoned so he can continue to provide homes for families of all sizes, shapes and backgrounds here in Calhoun for years to come. Mr. Brumlow asked Council members to agree with the Zoning Advisory Board and approve their recommendation

- There being no other comments, 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 of 13.655 acres of parcels GC52-043 and GC52-044 on Dews Pond Road. Councilman Edwards gave a second with all voting aye. Motion approved.
- Councilwoman Palazzolo made a motion to approve the zoning request of PRD. Councilman Denmon gave a second with all voting aye. Motion approved.

B. Public hearing of a Zoning Change Request from C-2 to R-2, for 12 acres, at a location of CG57B-037, by City of Calhoun. The Zoning Advisory Board meeting is scheduled for April 4<sup>th</sup> and the public hearing is scheduled for April 8<sup>th</sup>.

- Mayor Palmer opened the public hearing.
- City Administrator Peterson stated that all legal requirements and notices had been met.
- Councilwoman Palazzolo gave the Zoning Advisory Board report stating the Board was in favor of the zoning change request.
- Mayor Palmer opened the floor for public comments.
- There being no other comments, Mayor Palmer closed the public hearing and called for a motion concerning the zoning change request.
- Councilwoman Palazzolo made a motion to approve the zoning change request from C-2 to R-2 for the 12 acres located at parcel CG57B-037. Councilman Edwards gave a second with all voting aye. Motion approved.

C. Public hearing of a beer package license request by Grocery Store Donde el Guero, at a location of 90 East May Street. The store manager is Luis Otalora. Eligible for public hearing on April 8<sup>th</sup>.

- Mayor Palmer opened the public hearing.
- City Administrator Peterson stated that all legal requirements and notices had been met.
- Mayor Palmer opened the floor for public comments.
- There being none, Mayor Palmer closed the public hearing and called for a motion concerning the beer package license request.
- Mayor Pro Tem Crowley made a motion to approve the alcohol license request. Councilman Denmon gave a second with all voting aye.

D. Public hearing of a liquor pouring license request by Calhoun's Bar & Grill (Classic Kitchen), at a location of 203 Richardson Road, Suite 110. The store manager is Saleh Rashid. Eligible for public hearing on April 8<sup>th</sup>.

- Mayor Palmer opened the public hearing.
- City Administrator Peterson stated that all legal requirements and notices had been met.
- Mayor Palmer opened the floor for public comments.
- There being none, Mayor Palmer closed the public hearing and called for a motion concerning the liquor pouring license request.
- Councilman Denmon made a motion to approve the alcohol license request. Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.

8. **New Business**

A. Mayor Palmer read a recommendation by the Golf Advisory Commission for appointments needed to replace John Meadows, Ricky Lake, Chris Pierce, and Henry Holland. Recommended appointments were Sam Curtis, Claude Sisson, Roger Rigney and Max Holland. Councilman Denmon made a motion to approve the appointments for six-year terms beginning April 9, 2019 and ending April 30, 2025. Mayor Pro Tem Crowley 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**

12. Motion to return to General Session

13. Motion to Adjourn

There being no other business to come 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 adjourned at 7:31 p.m.

Approved:

  
James F. Palmer, Mayor

Submitted:

  
Sharon Nelson, City Clerk

