

**CITY OF CALHOUN
REGULAR CITY COUNCIL MEETING
DEPOT COMMUNITY ROOM
109 SOUTH KING STREET
JUNE 8, 1998, 7:00 P.M.**

MINUTES

PRESENT: **RONALD H. WOODS, MAYOR PRO TEM
JOHN D. SHELTON, JR., COUNCILMAN
HENRY HOLLAND, COUNCILMAN**

ALSO: **WILLIAM P. BAILEY, CITY ATTORNEY
KELLY CORNWELL, DIRECTOR OF UTILITIES AND PUBLIC WORKS
CATHY HARRISON, CITY ADMINISTRATOR**

1. Mayor Pro Tem Woods called the meeting to order and welcomed everyone. Councilman Henry Holland gave the invocation.
2. Mayor Pro Tem Woods led the group in the Pledge of Allegiance to the United States Flag.
3. Councilman Holland made a motion to approve the minutes of the May 25, 1998 regular City Council Meeting, 2nd by Councilman Shelton, and approved.
4. Mayor Pro Tem's Comments:
 - a. Mayor Pro Tem Woods reminded the Council of the Liquor and Wine Package License Request by Speedy Spirits at 769 Highway 53 East, regarding new ownership of Rafiq Rahim, with Manager Glenn Bryant. The public hearing is to be held June 22 at 7:00 P.M.
 - b. Mayor Pro Tem Woods reminded the Council of the annual GMA Conference to be held in Savannah June 27-30, 1998.
 - c. Mayor Pro Tem Woods stated the Street Department cleared land and the building pad to construct the new water pump station at Resaca; they formed and poured 40 feet of curb and gutter; built rip-rap headwalls at pipes on Harlem Street; built three storm drains and patched roads on King Street; installed 50 feet of twelve-inch pipe on Second Street; installed 180 feet of 15-inch pipe and built two 24 x 24 storm drains at Nance Townhouses on Barrett Road; installed 80 feet of 15-inch pipe; built a 36 x 36 storm drain at Gordon Hills Shopping Center; installed 20 feet of 60-inch pipe and 30 feet of 18-inch pipe; built rip-rap headwalls in a creek on Ellis Farm; patched roads on Caverns Drive, Moss Road, the Recreation Department, and Hillcrest Drive in Gordon Hills Shopping Center; they started work on new cul-de-sac at the end of Garden Hills Drive, work to be completed by the end of June. The Street Department answered 187 requests from citizens. The Sanitation Department continued its commercial pick-up routes, gained one 8-yard, one 4-yard, and one commercial can account during the month. Service trucks cleaned and repaired dumpsters. The Parks Department remodeled the Downtown Annex, including hanging and painting sheetrock, laying new floor tiles, installing light fixtures, hanging doors and molding. The Grounds Crews maintained all City rights-of-way, grounds and buildings. The Cemetery Department supervised the opening and closing of 5 gravesites, and maintained the grounds at Fain and Chandler Cemeteries. The shop area at the Street Department completed 77 work orders for all City departments. Animal Control housed 19 dogs and 36 cats, issued two second warnings, and responded to 67 complaint calls. The Building Inspection Department issued a total of 41 permits during the month of May, with permit fees of \$9,180.00 for estimated construction costs of \$2,894,000.00.
5. Council Comments:
 - a. Councilman Shelton stated the Police Department made 304 arrests in May, of which 20 were DUI's. They collected \$28,433.50 in fines, issued 85 warning tickets, and 403 parking tickets. They investigated 121 accidents, provided 122 escorts, and responded to 120 burglar alarms. The Fire Department responded to 56 calls, with fire damages of \$10,700.00. The Fire Department participated in programs at the Calhoun Pre-K Program. They tested hose, participated in the Fun-run for Gordon Hospital, providing instruction in safety for children. They provided 51 fire inspections during the month of May.
 - b. Councilman Holland stated the Water Treatment Plant pumped 388,560,000 gallons of raw water during the month of May, for a daily average of 12.5 MGD. The Waste Treatment Plant treated a daily average of 8.25 MGD, with the COD effluent being 122. The Water and Sewer Construction Department made 38 water taps in May, 4 sewer taps, and installed 3000 feet of 4-inch line, repaired 23 leaks, set 40 meters, and changed out 10 meters. The Sewer Infiltration Crews responded to 14 sewer calls, cleared 42,000 feet of sewer right-of-way, reworked two manholes. The Electric Department sold 27,134,000 KWH during the month of May, to a customer base of 3969, and provided 38 inspections. Councilman Holland stated the Industrial Development Authority has selected an engineering firm, which will develop the plans for the new industrial park. He stated the Airport Authority has scheduled a meeting with DOT Commissioner, Shackelford, for June 23 at 3:00 P.M. Councilman Holland reviewed a report which he had requested from the Fire Chief, which indicated the need for a 1,500 gallon per minute pumper, at an estimated cost of \$215,000.00. He stated the Fire Department has a 4th fire station in its 5-year,

long-range plan. He stated in order for the City to maintain its number 4 ISO Fire Rating, it is important for fire equipment to be purchased on a staggered basis, in order for the fire protection fleet to be maintained. Councilman Holland made a motion to add the purchase of a 1,500 gallon per minute pumper back into the budget, which had been cut earlier, with the understanding the down-payment would be approximately \$30,000.00, which would be added back to the budget. The balance would be financed on a 7-year lease plan. The Administrator was instructed to review the budget, and to recommend either a cut in other spending to cover the \$30,000.00, or to attempt to locate additional revenue to pay for the down payment. The motion was 2nd by Councilman Shelton, and approved.

6. Public Hearings:

Mayor Pro Tem Woods announced public hearings on zoning matters would be held at this time. The public would be invited 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, and with each person giving their name and address. Mayor Pro Tem Woods inquired if either of the other elected officials had filed a disclosure statement regarding any ownership or special interest in either of the agenda items. The response was negative. Mayor Pro Tem Woods stated that he presently owns a lot which joins the property of Lindsay K. Lewis.

a. A 2nd reading was given of the Lindsay K. Lewis Annexation and New Zoning Request for Lot 19 of Thornwood Subdivision, further described as 146 Shadowood Drive, for R-1 zoning. A public hearing was opened. Harrison confirmed that signs had been posted, legal advertisements had been placed in the local legal organ, and notices to adjoining property owners had been mailed. Harrison stated the Zoning Advisory Board had met on the matter on June 4, 1998 at 4:30 P.M., with members Ron Woods and Tom Bond in attendance. The Lindsay K. Lewis application had been reviewed and it had been determined that a single family house was located on the property, that no other construction was planned for the area, that the property is currently bound by other City property and is therefore eligible for annexation, that it is located on a public street, that fire hydrants are located within the area and it has proper fire protection, and it is within the current patrol area of the City Police Department. Based upon these factors, the Zoning Advisory Board recommended annexation and zoning of R-1. There were no other comments regarding the request, and the public hearing was closed. Councilman Shelton made a motion to waive the 3rd and 4th readings, and to approve the annexation request for R-1 zoning, 2nd by Henry Holland, and approved.

b. *Ordinance # 637*
A 2nd reading was given of Mr. and Mrs. Buford Wilson's Annexation and New Zoning Request for approximately 4 acres on Highway 41 South, adjoining the Tom B. David Airport and the John Reese property, for C-2 zoning. A public hearing was opened. Harrison stated the signs, legal advertisements, and notices to adjoining property owners had all been completed. Harrison stated the Zoning Advisory Board had also met on this matter at its regular meeting and had determined that the property had thought to have been previously annexed. However, an improper legal description and number of signatures had made the request invalid. Therefore, the application was to complete the annexation request. Harrison stated it was determined that four commercial buildings are located on the four acres, and there is no additional construction planned at this time. The buildings are currently receiving City services in terms of utilities; the property is eligible for annexation since it joins other City property; it is located off a public road; there is fire protection in the immediate area; and it is currently within the City's regular police patrol route. Based upon these facts, the Zoning Advisory Board recommended the property be annexed at C-2 zoning. There were no further public comments and the hearing was closed. Councilman Holland made a motion to waive the 3rd and 4th readings, and to annex the property at C-2 zoning, 2nd by Councilman Shelton, and approved. *#638*

c. A public hearing was opened on the Cellular Tower Ordinance, with Mayor Pro Tem Woods stating the City is continuing to receive applications for cellular towers during this process, that the City will study the area, and will make sure a proper Cellular Tower Ordinance is developed for the City of Calhoun. Attorney Bailey stated that he had been receiving comments from several sources, and that these would be reviewed prior to the final adoption of the Cellular Tower Ordinance. He encouraged public input. Harrison stated the City of Calhoun would have two or more engineering groups at the meeting on June 22, in order for the elected officials to make a selection of a firm which could review the Ordinance, the area for possible tower sites, and the City's option of erecting and leasing towers. There were no other comments, and the public hearing was closed. The matter was held for a 3rd reading, scheduled for June 22, 1998 at 7:00 P.M.

d. A 2nd reading of the Ordinance requested by DOT governing speed limits on City streets was given. A public hearing was opened. Mayor Pro Tem Woods stated a full reading of the Ordinance was given at the prior Council Meeting, and that he would respond to any questions from the general public. There was one comment from Attorney Bailey in which he stated one particular item on Route 136 had failed to list a speed limit, and the Administrator was authorized to contact DOT for additional information. There were no other comments and the hearing was closed. Councilman Holland made a motion to waive the 3rd and 4th readings and to adopt the Speed Limit Ordinance, subject to the item referenced by Attorney Bailey, 2nd by Councilman Shelton, and approved.

e. Mayor Pro Tem Woods stated a water line extension request to a farm/home developed area was requested. He stated the request is outside current City policy. Therefore, it was referred to the Mayor and Council. Harrison stated the City had been requested by Raymond King and approximately five other residents in the area, to estimate the cost of extending the water line approximately 5300 feet. The cost had been estimated at over \$13,000.00 for a 2-inch line. However, it is the City's practice to install a 4 or 6-inch line in order to maintain the City's water

system at top efficiency. She stated the request included a division of the cost by the six proposed parties. However, at the deadline of May 25, there were only two of the parties who had paid their costs. One additional person has paid since that time. However, the other three remain unpaid, and the work has not been started. Harrison stated Mr. King had proposed that he would pay the full cost of the development for the 2-inch line extension. However, he would like to have an opportunity to regain part of his costs if the current residents in the area tapped onto the line. Harrison stated she, Kelly Cornwell, and Eddie Peterson had informed Mr. King that this was not according to current policy, since there normally was no opportunity to regain any of your costs, as the full costs would not be paid by the individual, but part of it would be borne by the City. However, Mr. King brought to the attention of the City that this area is not an area which can be developed in the near future. It is primarily farm land or areas where homes have already been established, and there is no area available for development in order for he and others who would pay the cost to regain their investment. The proposal was discussed by the elected officials with an understanding that, should an exception to the policy be made, it would not extend beyond five years, there would be an opportunity for only \$10,500.00 of the total paid to be recouped, and there would be an understanding that should the area be developed at any time during the five years, the agreement would terminate, and taps would revert to the current cost at that time. Following further discussion on the matter, Councilman Shelton made a motion to approve the request as stated, under the conditions as outlined, and authorize the Mayor Pro Tem to sign the agreement, 2nd by Councilman Holland, and approved.

- f. Risk Management Coordinator Keith Cochran gave a report on the City's Risk Management Committee, and introduced members of the Committee who were present. He stated the program has been in effect for over two years, that in 1997 the City was able to save \$3,500.00 on vehicle premiums, and during the past year had received a \$40,000.00 discount and credit through its Worker's Comp. program. He stated it was the goal of the Risk Management Committee to continue to show reductions in cost due to safe practices. He stated the committee provides one department inspection per month, reviews all accidents, holds training sessions, and works with each department head to correct all those items which are found deficient in their area. He stated it is a recommendation of the committee that an incentive be added to the program, to encourage personal employee safety. He stated these incentives would cost approximately \$2,500.00 for the year, and would be taken from the savings that have been experienced on the City's insurance premiums. He stated the request is included in the current budget under supplies, per each department. He asked for the elected officials' approval for the new approach, to enhance risk management for the City. The elected officials approved the concept.
7. Old Business: None
 8. New Business:
 - a. A first reading of a Resolution to adopt an agreement between Gordon County and the City of Calhoun regarding the annexation dispute process was given. Mayor Pro Tem Woods read the proposed Resolution and the proposed annexation dispute process. He stated the earliest possible date for a public hearing would be June 22, 1998. Councilman Holland made a motion to set the public hearing for June 22, 1998, at 7:00 P.M., 2nd by Councilman Shelton, and approved.
 - b. A first reading was given of an Annexation and New Zoning Request of Thomas Hudon McBee, Executor of the estate of Mr. and Mrs. Claude McBee, for approximately 9 acres, in Land Lot Numbers 158 and 167 of the 14th District, 3rd Section, of Gordon County, Georgia, located on Jones Road at the intersection of New Town Road, for R-2 zoning. Mayor Pro Tem Woods stated the housing proposed is single-family housing. However, the lots are smaller than those allowed in the R-1 area. Therefore, R-2 zoning is being requested. He stated the earliest possible date for a public hearing would be July 13 at 7:00 P.M. Councilman Shelton made a motion to set the public hearing for July 13, 1998 at 7:00 P.M., 2nd by Councilman Holland, and approved.
 - c. A reading was given of a traditional parade request for the Calhoun City School System for Homecoming on October 16, 1998 at 3:30 P.M. Following discussion, Councilman Shelton made a motion to approve the request, subject to DOT approval, 2nd by Councilman Holland, and approved.
 9. Other written items not on the agenda:
 - a. Mayor Pro Tem Woods stated a parade request had also been received from Gordon Central on the normal parade route, that the request was for October 9 at 3:30 P.M. Following discussion, Councilman Shelton made a motion to approve the request subject to DOT approval, 2nd by Councilman Holland, and approved.
 - b. A first reading was given to the A. T. Williams Oil Company Zoning Variance Request of 100 feet for an on-premise sign on property located on Highway 41 North, bound on the southeast by commercial property on Gee Road. Mayor Pro Tem Woods stated the earliest date for a public hearing would be July 13, 1998. Following discussion, Councilman Shelton made a motion to hold a public hearing on July 13, 1998 at 7:00 P.M., 2nd by Councilman Holland, and approved.
 - c. A first reading was given of the Golf Advisory Commission Ordinance Amendment. The amendment included increasing the number of members from 9 to 11, with one being appointed annually, and the others to have 6-year terms. However, the two additional members would have staggered terms, which would end on June 30, 2000 for one position, and June 30, 2002 for the second position. The amendment would also include an automatic end of term for any member who failed to attend 25% of called meetings, or who failed to attend three consecutive regular meetings. A new member would be recommended by the Commission, and approved or denied by the Mayor and Council to fill the unexpired term. Councilman Holland made a motion to set a

public hearing on the Ordinance Amendment on June 22, 1998 at 7:00 P.M., 2nd by Councilman Shelton, and approved.

10. Director Cornwell's Work Report:

- a. Director Cornwell stated the City had taken bids on the data system, and also the telephone-voice systems for the City's inter-ring on its telecommunications system. He said these items were included in the 1998-1999 budget, and asked Larry Vickery to review the bid process. Vickery stated bids were taken from Mitel, Tri-State, Siemens, and Southtel. Bids were as follows:

Mitel	\$188,852.07
Tri-State	250,146.00
Siemens	239,786.00
Southtel	373,657.00

Vickery stated the 1998-1999 budget totaled \$325,557.00 for the voice switch systems, and the low bid of \$188,852.07 was below the amount budgeted. He stated his recommendation for the voice switch systems would be the bid of Mitel Telecommunications for \$188,852.07. On the data systems, he stated there were bids as follows:

Bell Atlantic	\$168,892.51
Atlanta Technologies Inc.	169,459.46

Vickery stated those bids were over the amount budgeted, \$114,748.00. Therefore, he would recommend no bid on the data network. In reference to the outside plant, he stated several voice switch bidders submitted hourly rates for outside plant portion of the project, but Cable Consultants was the only complete proposal submitted, with a price of \$28,500.00. He stated his recommendation would be to accept the voice switch system at \$188,852.07, and to no bid the data network system. He also asked that the outside plant bid of \$28,500.00 from Cable Consultants, Inc. be accepted for possible consideration by the Mayor and Council. Following a lengthy discussion, Councilman Holland made a motion to accept the recommendation of Electric Superintendent Larry Vickery and Director Kelly Cornwell, 2nd by Councilman Shelton, and approved.

- b. In other matters before the Council, Cornwell provided updated information regarding the voting delegates' names for the MEAG board member election, which will be held in Savannah at the end of June, the voting delegate being Larry Vickery and the alternate, Cathy Harrison. Councilman Shelton made a motion to confirm the voting delegate and alternate, 2nd by Councilman Holland, and approved.
- c. Director Cornwell asked that a letter from the Mayor Pro Tem be forwarded to MEAG, recommending Larry Vickery to serve on the Distribution Services Business Unit.

11. Following an inquiry by Mayor Pro Tem Woods, it was noted there was no business for Executive Session.

12. Councilman Holland made a motion to adjourn, 2nd by Councilman Shelton, and approved.

Approved:

Submitted:


Ronald H. Woods, Mayor Pro Tem


Cathy Harrison, City Administrator

Zoning Application No: 65

A public hearing was conducted pursuant to Section 14-2-3 of The Zoning Ordinance of the City of Calhoun, Georgia ("the ordinance") before the Mayor and Council of the City of Calhoun, Georgia on the 8th day of June 1998, to consider **Annexation and New Zoning Request of Mr. and Mrs. Buford J. Wilson for approximately 4 acres located in Land Lots 312, 180, and 151, and being further identified as 1918, 1915, 1925, and 1885 Highway 41 South for C-2 zoning (the Application.)**


During the public hearing, the Application was discussed in an open meeting and the following findings were made:

1. The public notice of the hearing was published in the Calhoun Times as required under § 14.2.2 of the Ordinance.
2. All required signs giving notice of the public hearing were placed upon the property as required under § 14.2.2 of the Ordinance.
3. All presently adjoining landowners received notice of the public hearing and a copy of the Application as required pursuant to § 14.4 of the ordinance.
4. All disclosures of any conflict of interest required by Title 36, Chapter 67A of the Official Code of Georgia Annotated have been reported.
5. The findings and recommendations of the Zoning Advisory Board were reviewed and accepted as the findings of the Mayor and Council as follows: **This property had been thought to be annexed at an earlier date. However, an improper legal description and incorrect number of signatures on the request had made it invalid. For this reason, services are already in effect. Four commercial buildings currently exist on the property. No new services will be required.**
6. List any additional findings, if necessary, to support additional conditions: **none.**
7. Review of the Standards set out in § 14.5 of the Ordinance: **Substantial compliance with seven standards.**

Based upon the foregoing findings, the Application is:

- (a) Approved X
- (b) Denied
- (c) Approved with express Condition

Number Voting: **3**
In Favor: **3**
Opposed: **0**



MAYOR, CITY OF CALHOUN, GEORGIA
PRO TEM

Zoning Application No: 64

A public hearing was conducted pursuant to Section 14-2-3 of The Zoning Ordinance of the City of Calhoun, Georgia ("the ordinance") before the Mayor and Council of the City of Calhoun, Georgia on the 8th day of June 1998, to consider **Annexation and New Zoning Request of Lindsay K. Lewis for property located at 146 Shadowood Drive in Thornwood Subdivision, for R-1 zoning (the Application.)**

During the public hearing, the Application was discussed in an open meeting and the following findings were made:

1. The public notice of the hearing was published in the Calhoun Times as required under § 14.2.2 of the Ordinance.
2. All required signs giving notice of the public hearing were placed upon the property as required under § 14.2.2 of the Ordinance.
3. All presently adjoining landowners received notice of the public hearing and a copy of the Application as required pursuant to § 14.4 of the ordinance.
4. All disclosures of any conflict of interest required by Title 36, Chapter 67A of the Official Code of Georgia Annotated have been reported.
5. The findings and recommendations of the Zoning Advisory Board were reviewed and accepted as the findings of the Mayor and Council as follows: **A single family residence already exists on the lot. Applicable City services available in the area will be made available to property owner. Property owner has septic service, since sewer service is not available in area. Applicant was advised.)**
6. List any additional findings, if necessary, to support additional conditions: **none.**
7. Review of the Standards set out in § 14.5 of the Ordinance: **Substantial compliance with seven standards.**

Based upon the foregoing findings, the Application is:

- (a) Approved X
- (b) Denied
- (c) Approved with express Condition

Number Voting: 3
In Favor: 3
Opposed: 0



MAYOR, CITY OF CALHOUN, GEORGIA
PRO TEM

**CITY OF CALHOUN
PRE-CONSTRUCTION CONFERENCE
UTILITIES AND PUBLIC WORKS DEPARTMENT
CONFERENCE ROOM
700 WEST LINE STREET
MAY 28, 1998, 11:00 A.M.**

EXECUTIVE PARK PAVING BASE, CURB & GUTTER PROJECT

MINUTES

PRESENT: HAROLD PROFITT, VOLKERT & ASSOC. (ENGINEERS)
STAN McNEESE, DOT
RANDALL PATTERSON, FOX & BRINDLE
TOM PATTERSON, DALTON PAVING

ALSO: EDDIE PETERSON, ASST. DIRECTOR UTILITIES AND PUBLIC WORKS;
ROSS WILBURN, CITY ENGINEER;
CATHY HARRISON, CITY ADMINISTRATOR, CITY OF CALHOUN

1. Eddie Peterson opened the meeting, reviewing the scope of the project regarding storm drainage, curb, base and paving. He stated Ross Wilburn, City Engineer, would be inspecting the work for the City of Calhoun.
2. The paving company stated they planned to start the project on the Richardson Road end of the project, in order to help keep business interruptions to a minimum. They will make every effort to keep the traffic flowing to all the businesses in the area during the work on the project.
3. The group determined the cut-off for pay requests would be at the end of the month. Pay requests would be forwarded to Ross Wilburn and Eddie Peterson for approval, then to Harrison for payment. Stan McNeese would work with the contractor, reviewing quantities at the end of each month, submit his statements to the DOT payment office, and payment would be sent directly to the City of Calhoun, as reimbursement.
4. Stan McNeese stated he might be able to get additional funds for storm drainage, there would be an easement. They reviewed a pipe which the plans do not show in sufficient quantity to go all the way to the flow line area, and it was determined that they would daylight the project out at the end of the pipe, and leave an open ditch. The property on which the open ditch would occur would be the Stephen Fox property, and he had anticipated this, since it would be in an area not suitable for building.
5. In reviewing the plans, they determined there should be a 30-inch line in one area, as opposed to a 15-inch line, as included on the plans. This was at Tract 14.
6. Dalton paving stated they had sufficient copies of drawings, and no additional copies would be needed.
7. In reviewing the plans, the contractor stated the driveway calls for rock and no paving. This would be the responsibility of the property owner.
8. There would be valley curb, and Stan McNeese of DOT reported his contract calls for only 120 square feet of valley curb in quantities. He stated he would check with his supervisor at DOT, since there are over 1600 feet in quantities on the plans. He will notify the City as soon as he gets a response from David Huff, to determine if the contract will be amended.
9. In another review of plans, it was determined that rough grading of the area does not give the City enough area for sewer lines. These need to be extended, and the sewer and water line work that must be done in the area should be coordinated in order to save time and make the project move along more smoothly.
10. Dalton Paving stated they would provide layout plans to Fox and Brindle, and the City could meet with the staking crew and resolve any conflicts. Eddie Peterson stated the City should also contact Larry Vickery to determine if any electric poles should be relocated at this particular time.

11. Peterson also stated that soil and sedimentation control is most important on this work, and that silt fencing front of the used car lot will be a must. Stan McNeese stated James Hughes at DOT will approve additional silt fencing, and erosion control would be a top priority with DOT. The City should provide any extra silt fencing needed on the TSAP portion of the contract. Ross Wilburn should monitor the erosion control very stringently.
12. The subgrade is to be checked by the City, and not by DOT, since it is not in their contract. This would need to be done by Ross Wilburn, Randall Patterson, and Jerry Crawford.
13. It was determined that Ricky Lang with Dalton Paving would be the foreman on the job. Traffic control signs will be posted, and trench safety would be provided entirely by the paving contractor.
14. The paving contractor stated he would be working on Saturday, as weekend work, and he was requested to notify Ross Wilburn in order for him to be on the job for inspections.
15. The meeting adjourned at 12:10 P.M.

Submitted:


Cathy Harrison, City Administrator