

**CITY OF CALHOUN  
REGULAR CITY COUNCIL MEETING  
DEPOT COMMUNITY ROOM  
109 SOUTH KING ST  
APRIL 11, 2016 7:00 P.M.**

**MINUTES**

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

**ALSO: Eddie Peterson, City Administrator; Larry Vickery, Utilities General Manager; Paul Worley, City Clerk; George Govignon, City Attorney; Garry Moss, Police Chief; Jerry Crawford, Water and Sewer Director; Jeff Defoor, Director of Electric Utilities; Terry Mills, Assistant Fire Chief; Linda Brookshire, Human Resource Director; Mark Gibson, Wastewater Treatment Plant**

- 1. Mayor Palmer called the meeting to order and welcomed everyone in attendance.**
  - A. Mayor Palmer gave the invocation.**
- 2. Mayor Palmer led the group in the Pledge of Allegiance to the United States Flag.**
- 3. Councilman Hammond made a motion to approve the agenda, Councilman Barton seconded the motion. All voted aye, motion approved.**
- 4. Councilman Edwards made a motion to approve the minutes of the March 28, 2016 City Council Meetings. Councilman Barton gave a second with all voting aye, motion approved.**
- 5. Mayor's Comments:**
  - A. There will be a budget work session April 25, 2016 after the regular City Council meeting which starts at 7:00 P.M. The meeting will be held at the Depot Community Room, 109 South King Street. No official action will take place, however the public is notified and invited to attend.**
- 6. Council Comments:**
  - A. Councilman Edwards gave the March report as follows:**
    - 1) Water, Sewer, and Engineering**
      - o The 2" Galvanized Line Replacement Project –The Hunts Subdivision area has been completed. The next project area, Spring Valley is underway. The project as a whole is approximately 40% complete.**
      - o Flocculation and Sedimentation Control Project at the Mauldin Road Water Treatment Plant- The project should be complete within the next**

two to three weeks. Items remaining are limited to minor adjustments of equipment, final clean-up, and grassing of the site.

- Peters Street Water and Sewer Relocation- Construction of the new water mains is nearing completion.
- 2015 Annual Unidirectional Flushing Program will resume in April.
- The new NPDES permit for the Wastewater Treatment Plant went into effect March 1, 2016. We have twenty-four months to have everything in place and operating in order to meet the new phosphorus limit, but new testing and reporting parameters are in effect now. The required Design Development Report has been submitted to EPD.
- New Wastewater NPDES Permit Pilot Program- Implementation of the pilot program for phosphorus removal is underway and will be completed by July of 2016.
- Wastewater Treatment Plant Motor Control Center Upgrades phase one- The contractor is scheduled to begin work within the next few weeks.
- Calhoun By-Pass utility relocations, GDOT notified that the project will be under construction by May 2016. GDOT gave us a “notice to proceed” on February 19<sup>th</sup>. However, has since issued a thirty-day delay notice.

**2) Water Treatment Plant Facility**

- Total gallons withdrawn: 304,310,000
- Daily average: 9,816,451
- Wells: 128,100,000
- Big Springs: 0
- Percent produced by Brittany Drive: 42.1
- Brittany Dr. daily production to capacity: 35.38%
- Mauldin Rd. daily production to capacity: 31.06%
- Rainfall- 3.34”

**3) Waste Water Treatment Plant Facility**

- Treated a daily average of 5.202 MGD, with an average BOD effluent of 5, average suspended effluent of 9, and an average COD of 55.

**4) Water Distribution**

- 384 work orders completed, 15 new water connections, 23 water service leaks repaired, 11 water main leaks repaired, 37 utility locates called in for work orders, 429 utility locates responses.
- Replaced 3,900’ of 2” and 1” galvanized line with 2” black poly pipe in the Plainville area of York Drive, Scott Drive, and Hammond Drive.

**5) Waste Water Collection**

- 2,300’ Sanitary Sewer Services TV inspected, 326 utility locates completed, 5,600’ sanitary sewer lines cleaned, 2 new sewer connections installed, 4 sanitary sewer services repaired.

- Installed 630' of 8" ductile iron pipe and 260' of 8" sdr 26 pvc sewer pipe and four man holes at the Recreation Department to serve phase 2 of park improvements on project 224.
- Installed 80' of 4" sewer service line along one-way part of Oothcalooga Street to replace caved in service line going to new restaurant.

**6) Building Inspection Department**

- Issued 55 permits for an estimated cost of \$871,081, collected \$7,571 in permit fees. This included 2 new residential, 4 residential remodeling, 1 new commercial, 8 signs, and 165 total inspections.

**7) Recreation Department**

- Park Expansion Project – JLI, Inc. began construction of the Calhoun Park – Phase I week of March 16. Storm pipes were all installed by end of month. Construction Progress meeting #1 was held on March 23. Construction progress meetings will be held each month.
- Swimming Pool: Pool Deck Resurfacing – Mayan Pool and Sports began the resurfacing of the pool deck March 21, 2016. The project should be complete the week of April 11<sup>th</sup>.
- Youth Basketball – 11-12 Girls Basketball – Calhoun Recreation Department hosted the GRPA State Basketball tournament March 4 – 5, 2016. Calhoun Middle School gym was used for this tournament. A total of 8 teams participated in the 2 day event. The estimated economic impact \$24,960.00
- Spring Baseball and Softball – Registration for spring baseball and softball is at 463 participants. There are also adult softball teams that will be participating in the Men's Open, Men's Industrial/Church and Women's Open leagues. The spring baseball and softball league games will begin April 11.
- Website Usage – total visits 5,128
- 2016 APRIL EVENTS:
- OPENING DAY BASEBALL/SOFTBALL – APRIL 11, 2016
- ASA GIRLS FAST PITCH – INVITATIONAL – APRIL 16, 2016
- ASA GIRLS FAST PITCH – INVITATIONAL – APRIL 30, 2016

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

**1) Police Department**

- Made 732 cases with 4 DUI's
- Fines collected by Municipal Court - \$64,533
- Issued 929 warnings
- Investigated 56 highway accidents, 53 private property accidents
- Provided 51 escorts
- 2,492 incident reports
- Responded to 126 alarms
- Miles patrolled: 52,050
- Responded to 5,156 calls for service by E-911

**2) Municipal Court and Probation**

- Total Court cases- 298
- Court cases dropped- 64
- Number of Bond forfeitures- 184
- Number of Probation cases- 27
- Failure to appear- 35
- Subpoenas served- 21

**3) Fire Department- Suppression**

- Responded to 188 calls for service for the suppression division, 6 fire incidents for damages. (\$46,500 in estimated fire damage)
- Responded to 121 medical service calls
- Responded to 9 hazardous conditions incidents
- Responded to 14 false alarms or false calls, 37 good intent
- Began required fire hydrant flow testing.
- Conducted a CPR class at First Baptist Church.

**Training Division**

- Department completed 949 hours of training.
- Training consisted of: street, block number, and hydrant familiarization class, 6 EMT's in recertification, child safety seat installation classes.
- FF/EMT Cody Minter completed the Georgia Smoke Diver class.

**4) Fire Inspection Department**

- 126 total reported activities/inspections which included 36 annual inspections, 6 new business inspections, 26 requested inspections, 33 follow-up or re-inspections, and 18 consultations.
- Inspections tagged new fire hydrants and GPS located for GIS to map new fire hydrants.

**5) Downtown Development Authority**

- The Downtown Development Authority is partnering with the Gordon County Chamber of Commerce for the 5th Annual BBQ, Boogie & Blues Festival on April 29th and 30th. It will begin at 5 P.M. on April 29th with The Kurt Thomas Band playing music and over 60 vendors selling local goods and food. Saturday will feature the Live Exchange Band from 10 A.M. to 5 P.M. There will be multiple activities for all ages. Some of the activities include a Kid Zone in BB&T Park, March of Dimes Walk, Bike Safety Rodeo and Georgia String Bank Festival. The Downtown Development Authority and Gordon County CVB hope to see everyone from the community at this great event!

**C. Councilwoman Palazzolo gave the March report as follows:**

**1) Street Department**

- Completed 22 shop and 16 street department work orders.
- Placed 4 new street signs.
- Inspected and maintained 103 miles of streets and storm drainage.

- Repaired utility cuts and pot holes using approximately 44 tons of asphalt.
  - Hauled wood mulch for the Recreation Department
  - Cut up and hauled off a tree that had fallen on Boston Road.
- 2) **Cemetery Department**
- Performed routine maintenance on Fain and Chandler Cemetery.
  - Supervised the opening and closing of 6 grave sites.
  - Sold 19 new grave spaces.
- 3) **Parks Department**
- The Parks Department grounds crew picked up litter, hauled garbage to the dump, and maintained records at records room.
  - Maintained all sidewalks and designated grass areas.
  - Bush hogged all right of way in the City.
  - The building and maintenance crew performed routine maintenance on designed city buildings and all fountains.
- 4) **Animal Control**
- Housed 24 dogs and 17 cats
  - Number of dogs adopted: 2
  - Number of cats adopted: 0
  - Number of dogs rescued: 5
  - Number of cats rescued: 15
  - Number of dogs reclaimed by owner: 9
  - Number of dogs euthanized: 1
  - Number of cats euthanized: 0
  - Number of warnings given: 26
  - Number of bite cases: 0
  - Citations issues: 1
  - Number of inquiries: 70
- 5) **Recycling**
- February highlights: Toured Evco Plastics and Liberty Tire to better understand how these recycling industries are providing jobs for Calhoun. They also made a donation to our recycling program. We are working on a video to highlight our recycling industry in Calhoun.
  - Delivered our first trailer of OCC from Gordon Hospital to Caraustar in Dalton, GA (7,680 lbs @ \$65.00 per ton- market lower than expected.) All transportation cost donated by WasteCO, Inc.
  - Installed a donated baler at the warehouse and produced our first bale of OCC- 500 lbs.
  - Moved a donated tractor trailer to the recycling center to collect OCC rather than give it away.
  - Moved a donated tractor trailer to downtown to begin OCC collection project.
  - Recruited 25+ downtown businesses to donate OCC to our recycling project.

Calhoun City Council Minutes, April 11, 2016

- Renee Mauldin volunteered to provide free pick up of OCC every Tuesday and deliver to the trailer.
- Aluminum recycling bin was filled at the center and carried to Dalton and received a check for \$295 issued to GA Burn Foundation and County Fire Department.
- March highlights: I spoke at the Woman's Club luncheon- recruited volunteers to help with Earth Week activities at the Calhoun/GC Library on April 18th- 22nd.
- Met with Mignon Ballard- she volunteered to be the "writer" for our Recycling Coalition. She will write a series of articles for the Calhoun Times about various aspects of recycling.
- Toured Cartersville/Bartow County Landfill and Recycling Center- they have had a successful curbside program for two decades.
- Made a change in glass pick up at the center- we are now selling our glass to Strategic Materials in Atlanta. Once the glass is again separated we will be able to make more money and hopefully break even on hauling.
- Submitted a budget for our Recycling Program to Administration.
- Received notification of a \$2,000 donation from Mohawk in exchange for our plastic #1s and #2s but will continue to be paid for the plastic once a trailer load is generated.
- Trailer at Recycling Center was filled after 2.5 weeks and moved to the warehouse for baling.
- Trailer in downtown was filled after 3 weeks and moved to the warehouse for baling.
- Attended Georgia Recycling Coalition Facilities Tour in Atlanta- 1. Waste Pro USA (handles all of the City of Atlanta's residential single stream curbside along with commercial resource management.) 2. Ponce City Market for sustainability tour. 3. Repurposed Material, Inc. tour.
- Two full trailers of OCC baled and ready to go to Carastar as of 3/30/16 (approximately 25 bales).
- Next Recycling Coalition meeting set for April 12, 2016 @ 6:00pm at the City Depot.
- Scheduled meeting with Renee at Metal Conversion Technologies (second largest battery recycler in NA) as they are moving to Calhoun within the next few months.
- Began work on a long term business plan.
- Renee picked up 2 truckloads of OCC the first week of the downtown project, 2.5 loads the second week, and Tuesday 3/29/16, she picked up 3.5 loads. Thank you Mauldins for a great partnership.

**6) Safety Committee**

- Safety topic- Hand tool safety
- Safety Inspection- Public Works Department
- Vehicle Accidents: 1- Animal Control, 2- Police Department
- Workers Compensation: 0

D. Mayor Pro Tem Hammond gave the March report as follows:

1) **Electric Department**

- The Bad Pole Replacement program continues.
- Work continues on powering and lighting the new Recreation Park.
- Electrical Engineering has begun on the J.W. Plaza, a mixed use commercial complex on Curtis Parkway.
- Substation # 5 is complete, adding increased capacity and reliability for our Calhoun customers.
- The City of Calhoun's Electrical load for March was 35,029,261 kWh. Calhoun has greatly increased its electrical demand over the past two years.
- The City is a member of the Municipal Electric Authority of Georgia (MEAG) and as such a part owner of nuclear power generated at Plant Vogtle. Plant Vogtle is currently undergoing an expansion with reactors number three and four, which is scheduled to come online in years 2019 and 2020, respectively. These will be the first nuclear reactors to come online in the United States in 35 years. This helps Calhoun by reducing our carbon footprint and we currently have 61% of our energy coming from green energy sources. If more government environmental regulations are implemented, this will have Calhoun well positioned to meet the more stringent environmental regulations.
- The American Public Power Association (APPA) has awarded the City of Calhoun Electric Department their "Safety Award of Excellence" for safe operating practices. This is a national utility contest judged on the most incident-free records of 2015. Calhoun's Electric Utility earned First Place in group "C" for utilities with 30,000 to 59,999 worker-hours of annual exposure. The Department of Labor rates the job of Electric Powerline worker as one of the Deadliest Jobs in America. Earning this award proves you can work safely in a very hazardous environment with the proper training and protective equipment. In the past we have had accidents and even a fatality. That's why this award, given out by our peers, is so meaningful.

Work orders in process or completed

- Newly created- 87
- Completed and closed- 76
- Consisting of:
  - Capital construction- 10
  - Street and security lighting-17
  - Distribution Maintenance-30
  - Meter maintenance/replacement- 7
  - New customer meter sets- 7
  - Electric locate tickets processed- 267

2) **Telecommunications Departments:**

- Installed internet to one customer.
- Started installing conduit for connection to new ball fields.

- Finished installing new security camera system for Street Department.
- Continued reviewing responses to RFP to replace access equipment.
- Installed new firewall.
- Upgraded all networked computers with new anti-virus software.
- Filed annual revenue report with the FCC.
- Opened 13 and closed 11 work orders.

**3) Geographic Information Systems:**

- Updated meter data on water layer.
- Worked with Engineering Department on water modeling.
- Trained Electric Department personnel on GPS for designing layouts.
- Updated fire pre-plans for buildings for fire department.
- Added new hydrants to Fire Department map.
- Updated applications on cemetery GIS.
- Updated physical addressing, building and billing information.
- Continued storm water mapping.
- Updated City and GIS websites.

**4) Northwest Georgia Regional Commission**

- The Regional Commission (RC) oversees 15 counties and 51 cities in Northwest Georgia that helps to reallocate federal dollars to various programs that benefit the citizens such as meals on wheels, workforce training, community planning, area on aging, and community and economic development. The community planning department helps smaller communities with their 25 year comprehensive plan to make them eligible for federal and state grants.
- Mayor Pro Tem Hammond extended his sympathies to the family of Dan McBee. Mr. McBee was a citizen representative for our community on the Regional Commission and was a great asset to the Commission. His expertise will be missed. Mayor Palmer echoed the sentiment and stated that Mr. McBee has helped the City with water quality issues in the past by volunteering his knowledge and passion about our community's water ways.

**5) Tom B. David Airport**

- The Airport is an authority supported by both Gordon County and the City of Calhoun. The airport is the 7<sup>th</sup> largest permanent based aircraft airport in the state of Georgia. The airport has a 6,000 foot runway, where most others only have 5,000 foot. Therefore, our airport can handle larger corporate jets for local industry.

**7. Public Hearings and Comments:**

- A. Mayor Palmer opened a public hearing on an annexation and zoning request of Ind-G for 2.06 acres at a location of 632 Richardson Road by Terry Timms, D/B/A: Timm Properties, LLC.

- Mr. Peterson stated that all signs and advertising requirements have been met.
  - Councilwoman Palazzolo stated that the Zoning Advisory Board met on April 7<sup>th</sup> and recommended that the annexation and zoning request be granted.
  - Mayor Palmer asked for comments from the applicant or their representative. Mr. Timm was in attendance and thanked the Mayor and Council for the consideration and welcomed any questions.
  - Mayor Palmer asked for additional comments. There were no more comments and the public hearing was closed.
  - Councilwoman Palazzolo made a motion to approve the annexation request. Councilman Hammond gave a second with all voting aye, motion approved. Councilwoman Palazzolo made a motion to approve the zoning request of Ind-G. Councilman Edwards gave a second with all voting aye, motion approved.
- B. Mayor Palmer opened a public hearing for a taxicab regulatory license application for Sonia Gonzalez Veliz and Santos Gonzalez D/B/A: Quality Taxi.
- Mr. Peterson stated that all 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 taxicab regulatory license 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 and wine package license request by Mayinampati Rathnam D/B/A: Food Mart and Tobacco at a location of 1402 US Hwy 41 South. The public hearing will be on April 25<sup>th</sup>.
- B. Mayor Palmer conducted the second reading of a beer, wine, and liquor pouring license request by Chan Seng Yap D/B/A: Wall Street Grille at a location of 117 South Wall Street. The public hearing will be on April 25<sup>th</sup>.
- C. Mayor Palmer asked for comments concerning the discussion of the City of Calhoun's Organization charts. Mayor Pro Tem Hammond stated that the Council started this discussion at the last Council meeting. Mayor Pro Tem Hammond stated that we live in a great City with tremendous assets in utilities and general government, but looks at the operations from his personal experience as a career manager in industry and always tends to look at things from the business angle. The City will be losing 87% of its senior management in the next few years due to retirement and the national average is only 47%. Therefore, we need to plan appropriately for the future. Mayor Pro Tem Hammond stated that the surrounding communities only have one city manager instead of two managers managing different divisions of General Government and Utilities. Under one manager you have a person who is able to make management decisions for the whole government operations instead of two managers who might not be on the same

page. We are going to be replacing some great leaders and we need to position ourselves to get great new leaders as we experience population growth. In the discussions there has been different opinions. One opinion is that things are running good now and there is no need for a change and a different opinion is that we can make changes to streamline the organization. The City has been able to provide excellent services to its citizens in the past and we should look for ways to be even better in the future. Councilman Barton stated the he would like to hear the opinions of the public on this matter and encouraged those in attendance and through social media to give feedback as it continues to be discussed. It is on the agenda to talk about at the next meeting, and to vote on the matter at the first Council meeting in May unless something changes. Mayor Palmer stated that this had been looked at and voted on during the June 13, 2011 Council meeting. Exhibit A was the option Mr. Hammond is talking about with the City Administrator being over all departments and Exhibit C was the two separate divisions with one being Utilities that answers directly to the Mayor and Council and then the General Government that also answers directly to the Mayor and Council. At the time, it was analyzed and examined comparing Calhoun with surrounding cities. It was stated at the time that we have two types of businesses with one being infrastructure (utilities) and one being public service (general government), and they are vastly different in how they are run. It was stated that after researching and talking with surrounding Cities that we believe that Utilities should be separate and run like a business to have the best returns for the taxpayers of the City of Calhoun. Mayor Palmer stated that in his opinion that we have seen improvements in all areas of City government. We have been selected as one of the safest cities in Georgia, voted as fourth best city to raise a family, the Fire Department has improved the ISO rating from a 4 down to a 3, and the street department is also making good improvements in many areas. On the utility side we have a business enterprise and it needs to be looked at differently than the public service side of government. The utilities processes between 400 and 500 work order per month and administers 15 to 25 large projects daily. The Electric Department accounts for a total of \$39 million dollars in revenue and the Water/Sewer fund accounts for an additional \$20 million dollars in revenue. We have a triple A finance rating, and have seen progress in all areas of the City. Having Utilities as a separate unit results in an additional set of checks and balances. Calhoun Utilities has been recognized in Georgia and nationally as a highly reliable, well organized, and operationally sound municipal enterprise. Mayor Palmer stated that we excel in all areas of city government and utilities. Mayor Palmer said that he and the Council all bring a unique set of experiences to the table and thanked everyone for their input. Mayor Palmer stated that there having been a proposal and discussion regarding a restructure for the City's Personnel Ordinance Section 70-32 (a)(1) and (a)(2) to consolidate General Government and Utilities. This matter was considered by the former Council in 2011 after an examination by the former City Attorney, with different options available at that time. Mayor Palmer asked for a motion to authorize the City Attorney to research and submit an updated version of the options presented in 2011 for consideration or if not we will remain with the current organizational structure that we have. Councilman Hammond made a motion to allow Mr. Govignon to reconsider the options and continue the process and discuss it at the next meeting and then bring it to a close with a vote at the first meeting in

May. Councilman Barton gave a second. Mayor Palmer asked for any additional discussion on the motion and then asked for a vote. Councilman Hammond, Councilman Barton, and Councilwoman Palazzolo voted aye. Councilman Edwards abstained. The motion was approved.

- D. Mayor Palmer asked for comments concerning the discussion on term limits. Attorney Govignon stated that at the work session he suggested that the Mayor and Council could have a term limit non-binding referendum vote put on the November ballot. Councilman Barton stated that Councilwoman Palazzolo had put this question out on Facebook and received a lot of positive feedback as well as conversations and feedback from other people. Councilman Barton said he agreed with Attorney Govignon's suggestion of it being on the ballot to make sure how the citizens felt about it. Councilwoman Palazzolo stated that the reason she is on the Council is for the people and she wants to hear from them to find out what the community wants. Mayor Pro Tem Hammond stated that this topic is being debated nationwide because a lot of people don't like what they are seeing in the Federal and State government. It is hard to change this from the top down, so we thought it could be better changed from the bottom up at the local level. There are around 50 other cities in Georgia with term limits and Mayor Pro Tem Hammond advocated to have the question put on the November ballot and let the people decide. Mr. Hammond stated that at the last meeting he made it public that if term limits are implemented that he would volunteer to be the first person to step aside and let someone else serve. Attorney Govignon explained that the process would also have to go before the Georgia General Assembly for final approval to be able to amend the City's Charter. Councilman Barton made a motion to allow the City Attorney to pursue the needed process to get a referendum vote put on the November ballot and report back to the Council his findings. Councilman Hammond gave a second with all voting aye, motion approved.

**9. New Business:**

- A. Mayor Palmer read a parade request starting on the traditional route, turning right on Hicks Street, right on Park Avenue, left on Oothcalooga Street, and then arriving at the school campus for the Calhoun High School Homecoming Parade on Thursday September 15<sup>th</sup> at 6:30pm. Councilman Barton made a motion to approve the parade request. Councilman Edwards gave a second with all voting aye, motion approved.
- B. Mayor Palmer read a parade request on the traditional route by Bud Owens for the Annual Northwest Georgia Regional Fair Parade on September 10<sup>th</sup> at 11:00am. Councilwoman Palazzolo made a motion to approve the parade request. Councilman Edwards gave a second with all voting aye, motion approved.
- C. Mayor Palmer read a parade request on an extended route by the Gordon County Chamber of Commerce and the Downtown Development Authority for the annual Calhoun Christmas Parade on December 8<sup>th</sup> at 7:00pm. Councilman Hammond made a motion to approve the parade request. Councilman Barton gave a second with all voting aye, motion approved.
- D. Councilwoman Palazzolo stated that there has been discussions concerning solid waste and the City's recycling efforts. They are looking at possibly increasing the monthly fee on residents who use more than one trash bin with the goal of

encouraging more people to reduce their waste by recycling and be more conscious of the environment. In this context, Councilwoman Palazzolo stated that they are looking at ways and options that curb side recycling might be implemented in the City. Mayor Palmer suggested that this item be tabled as more information is gathered. Councilman Barton made a motion to table the item. Councilwoman Palazzolo gave a second with all voting aye, motion approved.

- E. Mayor Palmer conducted the first reading of a taxicab regulatory license application for Jeffrey S. Calderon Paiz D/B/A: Taxi Sigi at a location of 820 North Wall Street. Councilman Hammond made a motion to set the public hearing on May 9<sup>th</sup>. Councilman Barton gave a second with all voting aye, motion approved.
- F. Administrator Peterson gave a Revolving Loan Advisory Committee report from March 31<sup>st</sup> concerning Timm Properties, LLC. loan application. (RLF minutes attached) Councilman Edwards made a motion to approve the \$150,000 loan application based on the Revolving Loan Committee recommendation. Councilman Barton seconded the motion with all voting aye, motion approved. Administrator Peterson reported that the Revolving Loan Account needs to loan out more money. Mr. Peterson stated that Georgia Department of Community Affairs (DCA) requires no more than 30% of total assets in cash. The RLF currently is over the 30% of total assets in cash, but this loan will help get us back in compliance. The loan is used to encourage local economic development through job creation and retention. Over the years this program has created 600-700 jobs and started with a small amount of money that has grown over time with today's total assets of close to \$3 million, so this has been a very good federal program.
- G. Mayor Palmer read a request for approval from the Calhoun Police Department to spend Treasury/Federal Seizure funds to purchase 314 tee shirts for DARE Graduation at Calhoun City Schools. The total purchase would be \$2,204.49. Councilman Barton made a motion to approve the request. Councilman Hammond gave a second with all voting aye, motion approved.

10. Other written items not on the agenda: None

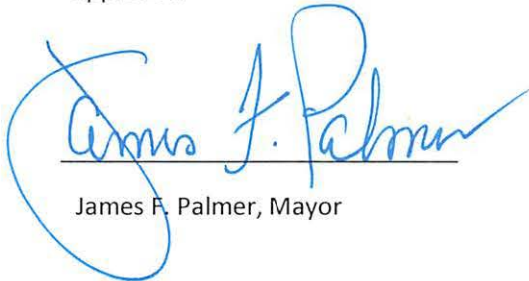
11. Work Reports:

- A. Eddie Peterson, City Administrator
  - City Administrator Peterson stated that he and Gordon County Administrator John King have been working together on a weekly basis to organize a joint meeting with the County Commissioners and the Mayor and City Council. This will be a joint meeting to work on common goals for our community in the area of economic development. The meeting is planned for June 11, 2016 and they are still working on the location for where the meeting will be held.
  - Mr. Peterson thanked Tom Shanahan for his estate's gift of a blueprint from 1930 design standard showing a section of South Wall Street in Downtown Calhoun. The blueprint has been framed and is now on display at the Calhoun Depot.
- B. Larry Vickery, Utilities General Manager

C. George Govignon, City Attorney

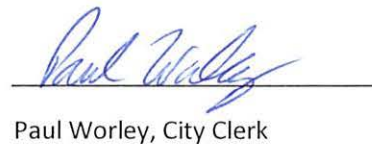
12. Attorney Govignon stated there was a need to go into Executive Session for discussion of the future acquisition of real estate according to OCGA 50-14-3(b) and discussion concerning personnel matters according to OCGA 50-14-3(6). Councilman Barton made a motion to go into executive session. Councilman Hammond gave a second with all voting aye, motion approved.
13. Councilman Hammond made a motion to adjourn the executive session. Councilman Barton gave a second with all voting aye, motion approved.
14. Councilman Hammond made a motion to return to regular session. Councilman Barton gave a second with all voting aye, motion approved. Mayor Palmer stated that there was action needed following the executive session. Attorney Govignon asked for a motion to allow the City Attorney to present the offer discussed in Executive Session for needed real estate for the Peters Street Project. Councilman Hammond made the stated motion. Councilman Barton gave a second with all voting aye, motion approved. Also, Attorney Govignon asked for a motion to approve the City to begin with procedures to contract with a private probation provider for the City's probation services as the March 14, 2016 letter from the United States Department of Justice, Civil Rights Division, Office for Access to Justice has further hampered the ability to effectively supervise probation as a municipal department without operating at a significant loss in the budget. Councilman Hammond made the stated motion and added that he supported efforts to find employment for the two City employees affected by this transition to private probation. Councilman Barton gave a second. Mayor Palmer called for a vote. Councilman Hammond, Councilman Barton, and Councilman Edwards voted aye. Councilwoman Palazzolo voted no. The motion passed three to one.
15. Councilman Barton made a motion to adjourn the regular session. The motion was seconded by Councilman Hammond with all voting aye, motion approved.

Approved:



James F. Palmer, Mayor

Submitted:



Paul Worley, City Clerk

**STATE OF GEORGIA  
COUNTY OF GORDON  
CITY OF CALHOUN  
AFFIDAVIT REGARDING CLOSURE OF OPEN MEETINGS**

Personally appeared before the undersigned officer, duly authorized under the laws of the State of Georgia to administer oaths, James F. Palmer, Mayor, who in his capacity as Chairperson or the person presiding over a City Council meeting of the City of Calhoun and after being first duly sworn, certifies under oath and states to the best of his knowledge and belief the following:

At its meeting held on 4-11-16 the Council's Executive Session voted to go into closed session and exclude the public from all or a portion of its meeting. The legal exceptions applicable to the exempt matters addressed during such closed meeting are as follows (Check or initial, as appropriate:)

- Discussing or deliberating upon the appointment, employment, compensation, hiring, disciplinary action, dismissal, periodic evaluation or rating of a government officer or employee. [O.C.G.A §50-14-3(6)]
- Privileged consultation with legal counsel pertaining to pending or threatened litigation, claims, administrative proceedings or settlements. [O.C.G.A §50-14-2]
- Discussing the future acquisition of real estate, authorize negotiations to purchase, dispose of, or lease property. [O.C.G.A §50-14-3(b)]
- Staff meetings for investigative purposes under duties or responsibilities imposed by law. [O.C.G.A §50-14-3(1)]
- Tax matters made confidential by state law. [O.C.G.A §50-14-2]
- Inspection of physical facilities under the jurisdiction of the City Council. [O.C.G.A §50-14-1(a)(2)]
- Meeting with a governing body, officer, agent or employee of another agency at a location outside the geographical jurisdiction of the City Council at which no final action is taken. [O.C.G.A §50-14-1(a)(2)]
- Other (Explanation and citation to statutory authority required:)

*I certify that the subject matter of the closed meeting or the closed portion of this meeting was devoted to matters of official business or policy within the exceptions provided by law as set forth above.*

Paul Wesley  
Witness

James F. Palmer  
James F. Palmer, Mayor

Sworn to and subscribed to before  
me this 11 day of  
April, 2016.



Misty Caudle  
Notary Public for the State of Georgia