

**CITY OF CALHOUN  
REGULAR CITY COUNCIL MEETING  
DEPOT COMMUNITY ROOM  
109 SOUTH KING ST  
April 11, 2011 7:00 P.M**

**MINUTES**

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

**ALSO: Eddie Peterson, City Administrator  
Bill Bailey, City Attorney  
Larry Vickery, Electric Dept. Superintendent  
Jeff DeFoor, Electric Dept. Assistant Superintendent  
Danny Stephens, Water Treatment Plant Superintendent  
Garry Moss, Police Chief  
Jerry Crawford, Water and Sewer Director  
Ray Dudkowski, Customer Service Manager  
Brad Carrick, Telecommunications Superintendent  
Mark Williamson, Water Distribution & Water Const. Superintendent**

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 Crowley made a motion to approve the agenda. Councilman Edwards seconded the motion, all voted aye, motion approved.
4. Councilman Hammond made a motion to approve the minutes of the March 28, 2011 meeting, the Executive Session minutes of March 28, 2011 meeting , the minutes of the Special Called meeting of March 30, 2011 and the Executive Session minutes of the March 30, 2011 meeting. Councilman Edwards seconded the motion, and all voted aye, motion carried.
5. **Mayor's Comments:**
  - A. Mayor Palmer announced a special work session to discuss the SPLOST extension for 2012 through 2017. The work session would be held April 12, 2011 at 9:00 A.M. at the Depot. The public is invited. At 11:00 A.M. a County meeting would be held at the County Administration Office to update everyone on the time table and requirements for the next SPLOST.

**6. Council Comments:**

A. Councilman Edwards gave the March reports as follows:

1) **Police Department**

- Made 775 cases with 5 DUI's
- Fines collected by Municipal Court - \$82,786.40
- Issued 743 warnings
- Investigated 52 highway accidents, 25 private property accidents
- Provided 65 escorts
- Files 1,504 incident reports
- Responded to 271 alarms
- Patrolled 51,029 miles
- Responded to 5,430 calls for service by E-911

2) **Fire Department**

- Responded to 76 calls for service, 13 fire incidents for damages
- Responded to 0 Overpressure rupture, explosion, overhear
- Responded to 24 medical service calls with 23 patients and 1 death
- Responded to 5 hazardous conditions incidents
- Responded to 18 false alarms, 7 good intent, 1 severe weather & natural disaster, and 1 special incident call
- Department began flow testing all City maintained fire hydrants
- Station 1 gave a tour and Safety presentation to 20 children and accompanying adults from Brighter Tomorrows
- All Personnel is working on required Core Competencies

3) **Fire Inspection Department**

- 301 total reported activities/inspections which included 23 annual inspections, 5 new business inspections, 57 requested inspections, 21 follow-up or re-inspections, 4 burn-site inspections, 0 plan review, 6 sprinkler permit issued, and 184 consultations
- Inspectors & firefighters conducted a Fire Extinguisher class at Mohawk Home plant and Catoosa Senior Village
- Both inspectors attended the Northwest Ga. Fire Investigators Association meeting
- Inspectors attended SFPE (Sprinkler and Fire Protection Engineers) conference in Gwinnett
- Inspectors attended the class on E Plan put on by GEMA
- Lt. Dooley attended the city safety meeting and completed the monthly city safety inspection

B. Councilman Barton gave the March reports as follows:

1) **Street Department**

- Placed 8 new street signs
- Completed 29 shop and 8 street department work orders
- Repaired pot-holes at various locations in the City using a total of 28 tons of asphalt
- Removed a dead tree that had fallen in the roadway on Woodland Drive
- Cleaned and graded ditches on Cheery Hill Drive and Shadowood Drive using 12 tons of rip-rap
- Inspected and maintained approximately 98 miles of streets and storm drainage
- Graded the parking lot at the animal control building to correct a drainage problem
- Repaired a 14 ' X 15' section of driveway on Woodland Drive that was taken out to repair a storm drain

**2) Cemetery Department**

- Performed routine maintenance on Fain and Chandler Cemetery
- Supervised the opening and closing of 9 grave sites.
- Sold 6 new grave spaces

**3) Rabies Control**

- Housed 33 dogs, and 6 cats.
- Issued 5 warnings
- Answered 68 customer calls

**4) Parks Department**

- The Parks Department grounds crew picked up litter, hauled garbage to the dump, books from the library and maintained records at records room.
- Kept up maintenance on all equipment.
- Cleaned City Hall at weekly intervals.
- The building and maintenance crew performed routine maintenance on designed city buildings and all fountains.
- Painted inside of animal control building
- Re-installed fascia metal at the McConnell Rd. Community Center

**6) Safety Committee**

- Safety topic- Mold Awareness
- Safety Inspection-Street Dept.
- Accidents- Workers Comp-0; Vehicle Accident-1 Cemetery
- Workers Comp-0

**7) Recreation Department**

- Tennis – The relay for Life Tennis tournament was hosted 3-17 – 3-20-11. There were 58 participants our inaugural tournament. A total of \$641.00 was raised for the City of Calhoun’s Relay for Life team. This is planned to be a yearly event.
- Youth Baseball and Softball – There were 39 teams
- Adult Softball – There are 33 teams in the Spring program
- Soccer – The program concluded on 3-29-11. A total of 304 boys and girls ages 4 – 12 participated
- United Way – The 2011 Allocation Report has been submitted

C. Councilman Crowley gave the March report as follows:

**1) Water Treatment Plant Facility**

- Pumped a total of 297,470,000 gallons of water for a daily average of 9,595,806 gallons
- The Brittany Drive Treatment Plant produced 45.5% of the City’s potable water for the month, and Big Springs – 135,240,000
- Rainfall 9.15

**2) Waste Water Treatment Plant Facility**

- Treated a daily average of 10.01 MGD, with an average BOD effluent of 6, average suspended effluent of 10, and an average COD of 41

**3) Water Distribution**

- 7 Water connections, 30 water service leaks repaired, 26 water main leaks repaired, 3 fire hydrant repaired, 6 change out of meters, 258 work orders completed, 395 utility located and 108 misc. calls
- 3-1-11 to 3-18-11 replaced 460’ of old 2” galv. Line with 2” PVS line and changed water services to new main in Camelot Subdivision
- 3-7-2011 to 3-31-11 changed 24 water services from 2’ galv. Line to 6” PVC line in Camelot Sub. Area, will kill old 2” line in early April

**4) Waste Water Collection**

- 1,150 Sanitary Sewer Services TV inspected, 308 utility located completed, 5 lift station repairs completed, 10,750’ sanitary sewer lines cleaned, 123 manholes opened and inspected
- Mar. 1, 2011 Continued work site at Brittany Drive Well expansion site
- Mar. 14, 2011 to Mar. 24, 2011 – Replaced 360’ of old 6” concrete line with 6’ PVC line, to serve 3 homes along Meadow Lane, cleared area up hill and removed debris, installed new main line, tied 3 service lines to new line

**5) Building Inspection Department**

- Issued 28 permits for an estimated cost of \$291,431.60 This included 2 grading permit, 0 new residential, 0 new commercial, 6 commercial remodeling, 1 residential plumbing, 5 commercial electrical, 1 industrial electrical, 0 sign permits, and 0 NOI.

D. Councilman Hammond gave the March report as follows:

**1) Electric Department**

Long Term Projects under Construction

- The utilities construction crews continue to be supported by electric maintenance personnel as needed to complete all remaining Water Dept. and Treatment plants projects and controls.
- Phase II of the System Loss Program for 2010-2011 will be accelerated this summer once our GIS mapping updates are completed. Our consultant, Power Engineering has updated the system relay and protection coordination data for the newly constructed Engineered Floors circuits.
- The Padmount transformer Inspection Project by Electric Department personnel is continuing as crews visit locations during normal operations.
- The electric AMR Project is complete with 5270 residential and single phase demand electric meters and three phase meters set through February. 24 3-phase meters needing rewiring remain to be set.
- The Electric Department is in the engineering and design phase with the Water Dept. and contractors on the Brittney Drive Clear Well and Filter expansion project. Plans are under review and materials for the electrical components will be specified for the project.

Projects and Maintenance under construction

- The Electric department met with the Calhoun Schools Construction Team in March. Outdoor lighting, electric distribution line relocation, underground conversion of existing facilities, and the possibility of Total Electric construction were discussed. Phase I Construction scheduling has tentatively been set for a June 2011 start date.
- Planning & design has been revised and completed for the Coosa Valley Tech Phase III. Relocation & installation of multiple Electric facilities are complete. Lighting for the new Campus is near completion.
- Shaw Plant 7 new addition has progressed with full operation still anticipated in May. Electric crews have installed 14 poles and approximately 1,700' of new conductor and transferred the existing

lines. Electric construction is 98% complete and the additional transformers will be terminated and energized as the plant construction continues.

- The Electric Department continues to work with GDOT Intersection Improvements. The City of Calhoun has installed 3 concrete poles and transferred other facilities for this project. The DOT intersection widening of Red Bud and College Streets is under construction as well. Two of the intersections have been redesigned and re-estimated. The addition of concrete poles on West Line St. at River St. and 53 Hwy. at River St. are in process of material acquisition and construction planning.
- Joey Henson, Groundman, has successfully completed his Groundman Certification training through the Electric Cities of Ga. Additionally, Mike Day and Lee Crump received certification in Substation Transmission and Distribution switching and SCADA remote electronic Operations. NOTE: All Electric Dept. employees hold the appropriate certifications for the Job classification they are assigned as well as state licensed to perform daily tasks. This assures Calhoun of the most skilled, efficient and safe work force available in electric utilities.
- The storm on April 4, 2011 caused 2 power outages due to the uprooting of trees. A small term outage at Line St. and Pisgah Way occurred, and another tree caused major pole damage at Richardson Rd. and Old Belwood Rd. Electric crews worked from 9:00 P.M. till 1:30 A.M. restoring power to the south industrial area. The Police, Fire, Street and Electric Departments worked together to insure the public's safety

Work orders in process or completed for March

- Street and security lighting-57
- New business and maintenance-20
- After hours trouble and callouts-9
- City Electrical Maintenance-20
- During the mo. Of March:
  - Meter maintenance/replacement-31
  - New Customer sets-7
  - Monthly Total System Locate Tickets – 224

The Electric system purchased 29,900,093 Kwh in February.

**2) Telecommunications Departments:**

- Started engineering plan for continuing phone service to the Calhoun High School and Middle School during 2 years construction
- Provided quote to Gordon County for relocating fiber and running new copper lines for downtown offices for old jail demolition

- Started testing new wireless devices for use in private and public service
- Worked with Windstream personnel to test and certify new Mohawk circuit
- Signed agreement for new Internet service.
- Filed required reports with the FCC and PSC
- Opened 37 and closed 26 work orders.

**3) Geographic Information Systems:**

- Completed geo-coding billing addresses to physical addresses.
- Continue to help Engineering, Water personnel with training and assisting with data clean-up.
- Continue to help Engineering and Water personnel with training and assisting with data clean-up.
- Performed electrical circuit phasing field verification using GPS processing.
- Updated Fire Department mobile GIS software.
- Submitted annual annexation data to US Census Bureau

**7. Public Hearings and Comments: None**

- A. Councilman Barton made a motion to remove from the table a consideration of revised policies and procedures which include; Purchasing, Procurement Cards and Travel Reimbursement. Councilman Edwards seconded the motion, all vote aye, motion approved.

Councilman Hammond made a motion to approve the three policies as amended and presented by City management. Councilman Crowley seconded the motion, all voted aye, motion approved.

**8. Old Business:**

- A. A lighting agreement between the City of Calhoun and the Georgia Department of Transportation for I-75 @ CR 65/ Union Grove Road interchange (Exit 310); GDOT project NHSTP-0075-03(203) Gordon County P.I. No. 610870 was presented to the Mayor and Council. The lighting would be a high mast configuration which the labor and materials for installation would be the responsibility of GDOT. The energy and maintenance cost in the future would be the responsibility of the City of Calhoun. Councilman Hammond made the motion to approve the project, Councilman Crowley seconded the motion, all vote aye, motion approved.

**9. New Business:**

- A. Administrator Peterson was asked to contact Patel Vilas, owner, D/B/A A Knight's #2, at 1531 Dews Pond Road, Calhoun, Georgia and advise Mr. Vilas that the distance

from his store's front door to the front door of the Evangelistic Outreach Ministry was 342 feet and any beer package license could not be issued by the City unless the distance was 600 feet from door to door.

- B. First reading of a beer package license request from Dildar Singh, manager, D/B/A Quick Stop, for a location of 461 Harris Beamer Rd, Calhoun, Ga. The second reading will be April 25, 2011, Councilman Crowley made the motion to set the public hearing for May 9, 2011, Councilman Edwards seconded the motion, all voted aye, motion approved.
- C. First reading of a beer package license from Jim Morris, Jr., manager, LJ Foods, D/B/A Schroeder's New Deli, for a location of 120 Cornerstone Way, Suite 2, Calhoun, Ga. The second reading will be April 25, 2011, Councilman Hammond made the motion to set the public hearing for May 9, 2011, councilman Crowley seconded the motion, all voted aye, motion approved.

10. Other written items not on the agenda:

- A. Attorney Bailey briefed the Mayor and Council on a proposed Pain Clinic and Pain Medication Ordinance. The proposed ordinance would better regulate and assure that the business is a 'pharmacy' as defined within the proposed ordinance and would meet certain criteria as prescribed. The Mayor and Council agreed that this would constitute the first reading of the Pain Clinic and Pain Medication Ordinance with a second reading to be at the next regular Council meeting on April 25, 2011.

Councilman Hammond made a motion to place a moratorium on the issuance of any business license as defined as a 'Pain Clinic' within the definitions of the proposed Pain Clinic and Pain Medication Ordinance as presented tonight to the Mayor and Council from Attorney Bailey until May 9, 2011. Councilman Edwards seconded the motion, all voted aye, motion approved.

11. Work Reports

A. Eddie Peterson, City Administrator


- 12. Councilman Hammond made a motion to go into Executive Session, Councilman Barton seconded, all voted aye, motion approved.
- 13. Councilman Hammond made a motion to return to General Session, Councilman Barton seconded, all voted aye, motion approved.
- 14. In General Session Councilman Hammond made a motion to offer the Utilities Director position to Brad Rains. Councilman Barton seconded, Mayor Palmer called for a vote. Councilman Hammond and Councilman Barton voted aye. Councilman Crowley and Councilman Edwards voted nay, Mayor Palmer voted nay.

Councilman Crowley made a motion to offer the Utilities Director position to Glen McManus.

Councilman Edwards seconded, Mayor Palmer called for a vote. Councilman Crowley and Councilman Edwards voted aye, Councilman Hammond and Councilman Barton voted nay. Mayor Palmer voted aye, motion approved.

15. Councilman Hammond made a motion to adjourn. The motion was seconded by Councilman Crowley, with all voting aye, motion approved.

Approved:



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James F. Palmer, Mayor

Submitted:



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Eddie Peterson, City Administrator

**CITY OF CALHOUN**  
Regular City Council Meeting  
Depot Community Room  
109 South King Street  
April 11, 2011 – 7:20 P.M.


**EXECUTIVE SESSION MINUTES**

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

**Also:** Eddie Peterson, City Administrator

- A. Mayor Palmer opened the executive meeting and stated that the process of selecting of a Utilities Director was near completion and four final candidates had been selected by the Mayor and Council. Also discussed was the decision to place on hold, the replacement of chorine as a water purifier with sodium hydrochloride, and the filtration system at the Brittany Drive water plant.
- B. Councilman Hammond asked that the minutes reflect that in the future he wanted to be a part of a vote on every serious issue, whether it be a tree being cut in the park or whether it be a \$2,000,000 project being put on hold.
- C. The November 2011 SPLOST City project list and process were discussed.
- D. Again, the Utilities Director's replacement was addressed, with two candidates, Glenn McManus and Brad Rains, being the topic of discussion.
- E. The issue of legal separation of Utilities from General Government and the validity of the Utility Board was discussed.
- F. No items or issues of discussion were voted on.
- G. Councilman Hammond made a motion to adjourn the Executive Session and return to General Session, Councilman Barton seconded the motion, all voted aye, motion approved.

Approved:

  
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James F. Palmer, Mayor

Submitted:

  
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Eddie Peterson, City Administrator

**STATE OF GEORGIA  
COUNTY OF GORDON  
CITY OF CALHOUN**

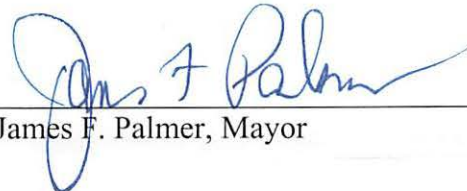
**AFFIDAVIT REGARDING CLOSURE OF OPEN MEETINGS**

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 4-11-11 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:)

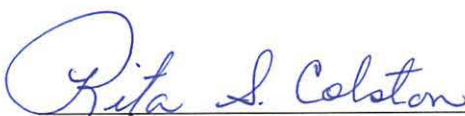
- Discussing or deliberating upon the appointment, employment, compensation, hiring, disciplinary action, dismissal, periodic evaluation or rating of a government officer or employee. [O.C.G.A §50-14-3(6)]
- Privileged consultation with legal counsel pertaining to pending or threatened litigation, claims, administrative proceedings or settlements. [O.C.G.A §50-14-2]
- Discussing the future acquisition of real estate. [O.C.G.A §50-14-3(4)]
- 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.*

  
\_\_\_\_\_  
James F. Palmer, Mayor

  
\_\_\_\_\_  
Witness

Sworn to and subscribed to before  
me this 11<sup>th</sup> day of  
April, 2011.

  
\_\_\_\_\_  
Notary Public for the State of Georgia

