

**CITY OF CALHOUN
REGULAR CITY COUNCIL MEETING
DEPOT COMMUNITY ROOM
109 SOUTH KING ST
February 14, 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
William P. Bailey, City Attorney
Kelly Cornwell, Director of Utilities
Garry Moss, Police Chief
Jerry Crawford, Water and Sewer Director
Kim Townsend, Recreation Director

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 Barton made a motion to approve the agenda. Councilman Hammond seconded the motion, all voted aye, motion approved.
4. Councilman Barton made a motion to approve the minutes of the January 24, 2011 meeting, Councilman Crowley seconded the motion, and all voted aye, motion carried.
5. **Mayor's Comments:**
 - A. Mayor Palmer expressed sympathies to the family of Chief Magistrate Judge Marvin Broyles who passed away on February 11, 2011. Mayor Palmer praised Judge Broyles for the man he was and the good job he did.

6. Council Comments:

A. Councilman Edwards gave the January reports as follows:

1) Police Department

- o Made 687 cases with 8 DUI's
- o Fines collected by Municipal Court - \$56,297.00
- o Issued 745 warnings

- Investigated 37 highway accidents, 24 private property accidents
- Provided 70 escorts
- Files 1,329 incident reports
- Responded to 252 alarms
- Patrolled 47,890 miles
- Responded to 4,942 calls for service by E-911

2) Fire Department

- Responded to 82 calls for service, 8 fire incidents for damages
- Responded to 0 Overpressure rupture, explosion, overheat
- Responded to 28 medical service calls with 24 patients and 1 death
- Responded to 12 hazardous conditions incidents
- Responded to 22 false alarms, 2 good intent, 0 severe weather & natural disaster, and 3 special incident call
- All members attended a Med class on burns at Gordon County Fire
- 4 members completed a 2 day leadership class at Chatsworth Fire Dept.
- 2 members completed a Structural Fire Control Instructor class in GPSTC
- Assisted CFD Inspectors with Fire Drills at:
 - Calhoun Elem. And Primary
 - Calhoun Middle
 - Calhoun High
 - Gordon Central
 - Ashworth
- Assisted Inspectors with a Fire Extinguisher class at Nance Carpets
- All Personnel is working on required Core Competencies

3) Fire Inspection Department

- 244 total reported activities/inspections which included 29 annual inspections, 10 new business inspections, 71 requested inspections, 5 follow-up or re-inspections, 1 burn-site inspections, 2 plan reviews, 0 sprinkler permit issued, and 136 consultations
- Inspectors & firefighters conducted a Fire Extinguisher class at Nance Carpets
- Both inspectors attended the LEPC meeting
- Lt. Duvall attended the Pre-Construction meeting for the VAC soup kitchen
- Inspectors assisted with snow related duties
- Lt. Dooley attended the city safety meeting and completed the monthly city safety inspection

B. Councilman Barton gave the January reports as follows:

1) Street Department

- Placed 44 new street signs
- Completed 13 shop and 17 street department work orders
- Street, water and sewer crews came together in a joint effort clearing approximately 6" of snow from city roadways. 19,000 lbs. of rock and salt and 1,000 lbs. of calcium chloride were used.
- Repaired pot holes on Piedmont Street and Three Oaks Drive
- Responded to 1 call of a tree in the roadway on Curtis Parkway
- Inspected and maintained approximately 98 miles of streets and storm drainage
- Started grading work for an Industrial Driveway off Clarence King Drive

2) Cemetery Department

- Performed routine maintenance on Fain and Chandler Cemetery
- Supervised the opening and closing of 12 grave sites.
- Sold 4 new grave spaces

3) Rabies Control

- Housed 23 dogs, and 4 cats.
- Issued 6 warnings
- Answered 55 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.

6) Safety Committee

- Safety topic- Electrical Safety
- Safety Inspection- City Hall, probation bldg. and the Depot

- Accidents- Workers Comp-0; Vehicle Accident- 0
- Workers Comp. – 1 Street Dept.

C. Councilman Crowley gave the January report as follows:

1) Water Treatment Plant Facility

- Pumped a total of 296,960,000 gallons of water for a daily average of 9,579,355 gallons
- The Brittany Drive Treatment Plant produced 41.0% of the City's potable water for the month.
- Rainfall 4.29

2) Waste Water Treatment Plant Facility

- Treated a daily average of 6.193 MGD, with an average BOD effluent of 10, average suspended effluent of 11, and an average COD of 67

3) Water Distribution

- 10 Water connections, 17 water service leaks repaired, 22 water main leaks repaired, 2 fire hydrants repaired, 4 change out of meters, 135 work orders completed, 336 utility located and 55 misc calls
- Jan. 10, removed snow from streets
- Jan. 21, Completed Taylor Town Rd. Water Line Extension – 5,100 Ft. of 8" water line, installed new water connections
- Jan. 28, completed Reeves Station Rd. Water line extension – 3,200' Of 8" water line, began changing water connections to new line

4) Waste Water Collection

- 750 Sanitary Sewer Services TV inspected, 213 utility located completed, 2 lift station repairs completed, 7500 sanitary sewer lines cleaned, 84 manholes opened and inspected
- Jan. 4, began clearing work site at Brittany Drive well expansion site, Removed trees, brush and installed silt fence
- Jan. 10, Removed snow off streets and parking lots

5) Building Inspection Department

- Issued 19 permits for an estimated cost of \$656,100.00 This included 0 grading permit, 0 new residential, 0 new commercial, 2 commercial remodeling, 0 residential plumbing, 4 commercial electrical, 2 industrial electrical, 2 sign permits, and 0 NOI.

6) Maintenance crew performed general maintenance on all designated Water Treatment Plant Facility

- Pumped a total of 296,430,000 gallons of water for a daily average of 9,562,258 million gallons
- The Brittany Drive Treatment Plant produced 43.0% of the City's potable water for the month.

7) Building Inspection Department

- Issued 18 permits for an estimated cost of \$1,532.00 This included 3 grading permit, 0 new residential, 0 new commercial, 1 commercial remodeling, 0 residential plumbing, 1 commercial electrical, 2 industrial electrical, 3 sign permits, and 0 NOI.
-

D. Councilman Hammond gave the January 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 Waste Treatment plant projects and controls.
- Phase II of the System Loss Program for 2010-2011 is progressing. Our consultant, Power Engineering will update the system relay and protection plan as well.
- The Padmount transformer Inspection Project by Electric Department personnel is continuing.
- The electric AMR Project is virtually complete with 5270 residential and single phase demand electric meters and three phase meters set through October. Only 24 3-phase meters need rewiring remain to be set.
- The Electric Department participated in a pre-construction meeting 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 are being specified for the project.

Projects and Maintenance under construction

- Planning & design has been revised and completed for the Coosa Valley Tech Phase III. Relocation & installation of multiple Electric facilities are complete
- Shaw Plant 7 new major addition is under construction. Electric System facilities design and material acquisition is complete. Electric construction is well underway and the first of the new additions are scheduled to be energized on Feb. 14, 2011.
- The Electric Department has met with the contractor at several intersections to coordinate service facilities construction for the GDOT Intersection Improvements. The City of Calhoun has received 3 concrete poles & additional materials for the project. The contractor for these installations is on site and has started construction. The Dot Intersection widening of Red Bud College Sts. Is under construction as well. This DOT project also received reimbursement authorization.
- On-line Energy Audit Software is near completion and will be available to Calhoun's customers by summer 2011.

Note:

- The **On-line Energy Services and Audit** Software has been installed (ahead of schedule) on the **City of Calhoun and Calhoun Utilities web page**. This program, funded with an **American Recovery and Reinvestment Act Grant through GEFA**, is now available on-line to Calhoun's customers. The site can be accessed at: www.cityofcalhoun-ga.com. Further information or assistance is available through Calhoun Utilities, 706-602-5850, ask for Larry Vickery or Kenny Rogers.
- Superior Manufacturing has requested a new service for their expanded Electric Curing Process. A load of 300KW is anticipated initially with a potential for a second curing process. **Apache Mills** has also requested an additional service for an approximate 1,000kw addition to their River Street Plant location. Both of these expansion projects are in the Electric Department Engineering.

Work orders in process or completed for January

- Street and security lighting-34
- New business and maintenance-35
- After hours trouble and callouts-13
- City Electrical Maintenance-18
- Meter maintenance/replacement-10
- New Customer sets-5
- Monthly Total System Locate Tickets – 130
- The Electric system purchased 29,674,582 Kwh in Dec.

Note: This is again the most KWH's Calhoun has sold in any Dec. since 2005.

2) Telecommunications Departments

- Completed fiber connection for 4 new Internet customers and started construction on a point-to-point connection.
- Completed new point-to-point circuit with Windstream. Coordination with customer to complete circuit.
- Added 31 Meg of Internet to existing customers
- Started work on comprehensive year-to-date electric report.
- Recycled server for use by the GIS Dept. to spread processing load between two servers.
- Opened 40 and closed 57 work orders

3) Geographic Information Systems

- Completed geo-coding billing addresses to physical addresses. Have mapped almost 23,000 building and 10,200 accounts.
- Continue to help Engineering, Water personnel with training and assisting with data clean-up.
- Continue to verify electric phasing on GIS maps.

- Developing process for Engineering Dept. to collect and enter data for wastewater inflow and infiltration project.
- Installed new GIS server
- Generated 2010 crime analysis map for Police Dept.

7. Public Hearings and Comments:

B. Mayor Palmer read an annexation and zoning request of R-1 by Andrea Holland, owner, for the location of 156 Little Pine Drive, Calhoun, Ga.

- Mayor Palmer opened the public hearing
- Councilman Edwards reported on the ZAB meeting held February 10, 2011.
- Peterson stated signs on the property, notices to the adjoining property owners and notices to the local legal organ were completed.
- Mayor Palmer asked if there were any questions/comments, there were none.
- Councilman Edwards made a motion to approve the annexation request as presented by Andrea Holland. The motion was seconded by Councilman Crowley, all voted affirmatively, motion carried.
- Councilman Edwards made a motion to approve the zoning request of R-1 for 156 Little Pine Drive, Councilman Barton seconded the motion, all voted affirmatively, motion carried..
- The public hearing was closed.

8. Old Business: None

9. New Business:

- A. Mayor Palmer read a request form Police Chief Garry Moss to declare a seized vehicle as surplus property to sell on GovDeals. It is a 1999 Ford F 150 4X4 Extended cab, VIN# 2FTRX08LXXCA28070, mileage – 255,188. Councilman Edwards made a motion to approve the request, Councilman Hammond seconded the motion, all voted affirmatively, motion approved.
- B. Councilman Crowley made a motion to approve the 2011 Budget Calendar, Councilman Hammond seconded the motion, all voted affirmatively, motion approved. Mayor Palmer asked that the second regular meeting in June, 2011, which is scheduled for

June 27, 2011, be rescheduled to June 20, 2011, to accommodate the annual Georgia Municipal Association's Convention and the adoption of the City of Calhoun budget. Councilman Hammond made the motion to approve the request, Councilman Crowley seconded the motion, all voted affirmatively, motion approved.

- C. Councilman Edwards made a motion to table the discussion on policies concerning purchasing, p-cards, and travel. Councilman Barton seconded, all voted aye, motion approved.

10. Other written items not on the agenda:

- A. Councilman Edwards reported on the \$10,000 grant received by the Calhoun Police Department from the Governor's Office of Highway Safety. Councilman Edwards commended the Chief and his staff for making our streets safer for motorist and pedestrians.

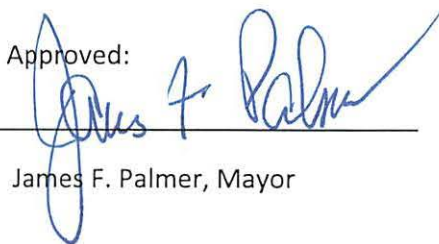
11. Work Reports

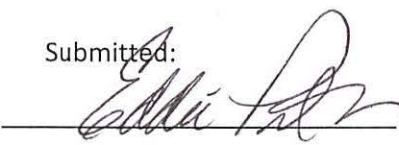
- A. Kelly Cornwell, Director of Utilities
- B. Eddie Peterson, City Administrator
 - 1) Mr. Peterson reported on the City's cash position; stating that the cash flow was much improved from February 2010 due partly to the tax digest processed in a more timely manner than in previous years.

12. Mayor Palmer ask if there was a need to go into Executive Session. Councilman Barton made a motion to go into Execution Session to discuss a personnel issue, Councilman Hammond seconded the motion. Attorney Bailey stated that he and Mr. Peterson needed direction on how to proceed with six issues, none of which would require a vote. Mr. Bailey ask that Chief Moss remain during part of the Executive Session.

13. Councilman Barton made a motion to return to General Session, Councilman Crowley seconded the motion, all voted affirmatively, motion approved.

13. Councilman Barton made a motion to adjourn. The motion was seconded by Councilman Crowley, with all voting affirmatively, motion approved.

Approved:

James F. Palmer, Mayor

Submitted:

Eddie Peterson, City Administrator

CITY OF CALHOUN
Regular City Council Meeting
Depot Community Room
109 South King Street
February 14, 2011 -7:35 P.M.

EXECUTIVE SESSION MINUTES

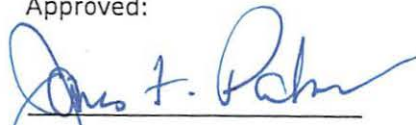
Present: James F. Palmer, Mayor
Al Edwards, Mayor Pro Tem
George Crowley, Councilman
David Hammond, Councilman
Matt Barton, Councilman

Also: Eddie Peterson, City Administrator
William P. Bailey, Attorney

- A. Mayor Palmer opened the meeting.
- B. Police Chief Garry Moss advised the Mayor and Council of a current investigation of a pain clinic located on Curtis Parkway as background for consideration of the enactment of a City Ordinance to regulate such activity as the City of Marietta, Georgia has done.
- C. Attorney Bailey sought recommendations concerning the abatement of a possible nuisance in a commercially zoned district which abuts a residential district. No formal complaint has been filed to date.
- D. Attorney Bailey advised the Mayor and Council of the progress on the proposed declaratory judgment regarding the River Street/Line Street Property.
- E. Attorney Bailey advised the Mayor and Council of the progress on the nuisance abatement at the property at 304 S. Wall Street and the proposed nuisance abatement proceeding if the issue is not resolved by February 28, 2011.
- F. Attorney Bailey advised the Mayor and Council of the process concerning the McDaniel Property in Saddlebrook, the status of the Cotton States declaratory judgment naming the City as one of numerous defendants, and the City's preparation to seek nuisance abatement in municipal court.
- G. A discussion was had concerning a city employee involved in a motor vehicle accident while operating a City vehicle. Inquiry was made concerning disciplinary action to be taken.
- H. No official action was taken as to any matter discussed. No vote was taken as to any matter.


- I. Councilman Hammond made a motion to adjourn the Executive Session, Councilman Barton seconded the motion, all voted aye, motion approved. The Executive Session was adjourned at 8:32 P.M.

Approved:



James F. Palmer, Mayor

Submitted:



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 2/17/11 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.

Rita S. Colston
Witness

James F. Palmer
James F. Palmer, Mayor

Sworn to and subscribed to before
me this 14th day of February 2011

Misty Caudle
Notary Public for the State of Georgia

