City Council Meeting
10 N. Public Square
November 21, 2019
6:00 P.M. – Work Session
7:00 P.M. – Council Meeting

I. Opening Meeting

Invocation by Council Member Roth.

Pledge of Allegiance led by Council Member Fox.

The City Council met in Regular Session with Matt Santini, Mayor presiding and the following present: Jayce Stepp, Council Member Ward Two Cary Roth, Council Member Ward Three; Calvin Cooley Council Member Ward Four; Gary Fox, Council Member Ward Five; Tamara Brock, City Manager; Meredith Ulmer, City Clerk and David Archer, City Attorney.

Absent: Kari Hodge, Council Member Ward One and Taff Wren Council Member Ward Six

II. Regular Agenda

A. Council Meeting Minutes

1. November 7, 2019 City Council Minutes

A motion to approve the November 7, 2019 City Council Meeting Minutes as presented was made by Council Member Roth and seconded by Council Member Stepp. Motion carried unanimously. Vote: 4-0.

B. Public Hearing – 1st Reading of Zoning/Annexation Requests

1. Z19-05: Rezone .47 acres from G-C to L-I. Location: 350 N. Erwin St. Applicant: Prodigy Enterprises

David Hardegree, City Planner stated In June, JA Smith and Company began installing a chain link fence around the perimeter of the property to protect the construction equipment being stored behind the building. Mr. Hardegree informed the fence company of the setbacks, and the zoning and fence restrictions in the G-C (General Commercial) district. Code enforcement officer, Donna Fritz, and Mr. Hardegree contacted the owner. At an on-site meeting in July, the owner was informed of the zoning violations of outdoor storage of the construction equipment and fence setback restrictions under the G-C zoning district. A solution to rezone the property from G-C to L-I (Light Industrial) was agreed to by all parties. The L-I zoning category allows the owner to store construction equipment on the property and provides relief to the fence restrictions. Planning Commission recommended approval (6-0).

Public Hearing: no one came forward and the public hearing was closed.

This is a first reading and does not require a vote.

2. Z19-06: Rezone 8.52 acres from G-C/O-C to G-C/M-U. Location: 1136/1138 N. Tennessee St. Applicant: Tri Unity Holdings, LLC

Mr. Hardegree stated in 2018, Tri Unity Holdings LLC requested a Special Use permit for the construction of apartments and condominiums above commercial and office uses in the same building for the parcels located at 1136 and 1138 N. Tennessee St. That request was approved with a condition by City Council on October 4, 2018. The condition was to construct a privacy fence along the property line bordering the Point North subdivision. Since the special use permit approval, the applicant was unable to receive sufficient funding for apartments or condominiums on the 1136 N. Tennessee St property. Therefore, the applicant has revised the plans to include a different housing product more suitable to investors. The rezoning is needed to construct townhouse and office space products on the proposed M-U tract and to expand the G-C tract to include additional parking areas for the mixed-use development. Planning Commission recommends denial (6-0).

Public hearing:

Baja Karazmi, Cartersville, GA came forward as the applicant to speak for the application.

Joan Mannis, Calhoun GA came forward to speak for the application.

Dean Bagwell, Cartersville, GA came forward to speak against the application.

Public hearing was closed.

This is a first reading and does not require a vote.

3. SU19-07: Special Use Permit to Allow a Trash Transfer Station in the H-I Zoning District

Mr. Hardegree stated regulated Services LLC, is requesting the Special Use permit for a Waste Transfer Station at 375 Industrial Park Rd, zoned H-I and 5.0+/- acres. The applicant is proposing a multi-faceted waste treatment facility that will process household trash, process and sterilize medical waste making it safe for disposal, reduce the waste volume through shredding and transport the waste to an appropriate landfill for disposal. Pharmaceutical disposal and document shredding are also proposed. Planning Commission recommends approval (5-1) with conditions:

1) Medical wastes cannot be chemically treated; and
2) Off-hour [after hour] security be provided.

Public hearing:

Brandon Bowen, Cartersville, GA came forward and spoke for the application.

Kevin Berry, Carrollton, GA came forward and spoke for the application.

Kevin Cash, Marietta, GA came forward to speak for the application.

Josh Bennett, Braselton, GA came forward to speak for the application.

Jackie Voyles, Cartersville, GA came forward with concerns to speak in opposition.

Kevin Cash, came forward once again to address Ms. Voyles concerns.

Public hearing was closed.

This is a first reading and does not require a vote.

C. Contracts/Agreements

1. Employee Training

Tamara Brock, City Manager stated the City contacted GMA regarding Customer Service Workshops for our employees (except Police and Fire). A GMA representative will conduct six, three-hour workshops from January 9 through January 23 for approximately 236 employees. The fee is $500 per session with a minimum of 15 employees per session.

A motion to approve Employee Training was made by Council Member Roth and seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

2. Land Acquisition

David Archer, City Attorney stated James Stafford is offering the following property containing 1.23 acres, which is adjacent to the City of Cartersville Water Treatment Plant (Clarence B. Walker Water Treatment Plant). He is offering the property for $10,000.00. This property is appraised by the Tax Assessor's Office at $12,200.00. This property, if transferred to the City, would be beneficial to our operations and provide additional security for the site. Staff recommends this acquisition of property.

Additionally, Jim Stafford will be signing the documents on Wednesday and original documents will be brought to the Council meeting.

A motion to approve the land acquisition was made by Council Member Stepp and seconded by Council Member Cooley. Motion carried unanimously. Vote: 4-0.

3. IGA and Easement Between City of Cartersville and Bartow County

Mr. Archer stated Bartow County needed to relocate our existing gas line as part of the Cass-White Road Project. As our line was in a purchased easement owed by the City, and the County wanted to put it in a right-of-way, we wanted an agreement that if it needed to be relocated, it would be at the expense of the County. Staff recommends this item.

A motion to approve IGA and Easement Between City of Cartersville and Bartow County was made by Council Member Roth and seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

4. Contractor Estimate – 19 N Erwin St

Mrs. Brock stated the City Manager met with John Lewis and David Arnold with ACE Construction regarding pricing for the renovation of the old fire station. Mr. Arnold submitted a proposal with pricing for $125 per hour with a not to exceed 50 billable hours. The consulting will include:

1) 25 hours on side conducting an analysis of the existing conditions and drafting shop drawings of existing layouts.

2) 25 hours completing shop drawings, conducting reports and gathering pricing for full renovation.

3) Site reports, budget pricing, shop drawings and recommendation to be supplied to the owner.

Motion to approve the Contractor Estimate – 19 N Erwin St was made by Council Member Fox and seconded by Council Member Cooley. Motion carried unanimously. Vote: 4-0.

5. Douthit Ferry Road Change Order

Wade Wilson, City Engineer stated the City of Cartersville has been notified that according to GDOT surveyors, Southland Engineering's survey pavement elevation is out of the required tolerance in some areas along Douthit Ferry Road. This tolerance was not met due to the repaving of the road after the topographic information was collected by Southland Engineering survey crews. Therefore, their crews will need to re-survey some of the areas where the survey is out of tolerance. The proposed scope change will result in an additional survey fee of $4,800.

In order to keep this project moving forward, Public Works recommends the Mayor be approved to sign the change order.

Motion to approve the Douthit Ferry Road Change Order was made by Council Member Roth and seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

D. Bid Award/Purchases

1. UPC 2020 Annual Membership

Michael Hill, Gas Department Head stated the Gas Department is required by state law to be a member of the UPC. This is our annual membership dues invoice in the amount of $10,655.38. I recommend Council approval of this invoice.

Motion to approve the UPC 2020 Annual Membership was made by Council Member Cooley and seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

2. Transco Delivery Point Electrical Design and Installation

Mr. Hill stated the gas system received quotes from three (3) local electricians. Complete Electrical Systems, Inc. of White, Georgia submitted the low quote in the amount of $22,996.00. The remaining quotes were JDH Electric, LLC in the amount of $85,000 and R&J Prime Electrical in the amount of $36,000.

The low bid from Complete Electrical Systems, Inc. is attached. The Gas Department recommended the approval of the low bid of $22,996.00.

Motion to approve the Transco Delivery Point Electrical Design and Installation was made by Council Member Roth and was seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

3. Talon Control Software

Mr. Hill stated the Gas System's Transco Delivery point requires a specific software to control gas flowing into the system. This software can monitor the current system pressures and dispatch notifications by e-mail or text to alert Gas System employees of abnormal pressure readings. This software is available from a sole source provider, Equipment Controls Company at a cost of $6,675.00.

Council Member Stepp made a motion to approve the Talon Control Software and the motion was seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

4. WPCP – NPDES Permit Requirement – Watershed Protection Plan Implementation

Bob Jones, Water Department Head stated the City received a new National Pollution Discharge Elimination System (NPDES) permit which allows discharge of treated sewage into the Etowah River. One of the many conditions/requirements of the permit is the development, approval and implementation of a Watershed Protection Plan (WPP). This plan monitors water quality in the watershed of the receiving stream in an effort to maintain or improve water quality over time.

The WPP is similar in nature to required monitoring plans for stormwater compliance. Stormwater manages the Impaired Waters Plan (IWP) which requires similar stream monitoring. Rindt McDuff and Associates (RMA) developed the IWP and is currently assisting Public Works in implementing that plan. RMA was selected to develop the WPP based on their work with the IWP and the ability to share data across the two plans.

RMA has developed the attached task order for implementation of both the WPP and IWP. The scope includes all monitoring, analysis and data reporting for both the WPP and IWP. Additionally, the scope includes required annual reporting for the WPP. RMA has proposed a cost of $59,500 for the first year of monitoring.

This is a budgeted item. It is recommended for approval of this item.

Motion to approve the WPCP – NPDES Permit Requirement – Watershed Protection Plan Implementation was made by Council Member Roth and seconded by Council Member Fox. Motion carried unanimously. Vote: 4-0.

5. Cogsdale Maintenance Invoice

Tom Rhinehardt, Finance Department Head stated the annual software maintenance invoice from Cogsdale has been received. The invoice is $86,169.92 and represents an increase of about 10.0% from last year's invoice. The increase, like last year, will cover the increasing cost that Cogsdale has to pass on to its customers for providing support service and on-going product improvements. I was assured by Cogsdale that all of their clients have had an increase of 10.0% along with Cogsdale's assurance that they are striving to constantly improve the level of support service they provide to their existing customers.

This is a budgeted item and it is recommended for your approval of the Cogsdale invoice for payment in the amount of $86,169.92.

Motion to approve the Cogsdale Maintenance Invoice was made by Council Member Cooley and seconded by Council Member Roth. Motion carried unanimously. Vote:4-0.

E. First Reading of Ordinances

1. Fiscal Year 2018-2019 Budget Amendment

Mr. Rhinehardt stated after Completion of the Fiscal Year 2018-19 close, the General Fund, Special Revenue funds, and the SPLOST Fund's budgets need to be amended. The process of amending these budgets is done annually before the year-end close and will bring the city General Fund, Special Revenue Funds, and SPLOST Funds into compliance with Generally Accepted Accounting Principles (GAAP) standards. These adjustments reflect the necessary changes needed to bring the budgets back into balance where the revenues equal expenses and mirror the actual year-to-date revenues and expenses in each of the funds. I recommend your approval of the attached ordinance amendment.

This is a first reading and does not require a vote.

Ordinance

of the

City of Cartersville, Georgia

Ordinance No.______

NOW BE IT HEREBY ORDAINED by the Mayor and City Council that pursuant to the City of Cartersville Charter; the City of Cartersville Fiscal Year 2018 – 2019 budget.

2018 - 2019 Budget Summary

General Fund	Revenues	Expenditures
Revenues	$25,859,450	
Expenditures:		
Legislative		$ 1,400,470
Administration		$ 1,132,185
Finance Dept.		$ 1,313,145
Customer Service Dept.		$ 777,005
Police		$ 5,891,870
Fire		$ 7,629,145
Municipal Court		$ 267,615
Public Works		$ 2,519,350
Recreation		$ 3,451,850
Planning & Development		$ 1,235,805
Downtown Development Authority		$ 241,010
Special Revenue Funds		
GO Park Bonds Series 2014	$ 1,714,300	$ 1,714,300
SPLOST – 2003	$ 39,795	$ 39,795
SPLOST – 2014	$ 3,295,380	$ 3,295,380
DEA	$ 357,330	$ 357,330
State Forfeiture	$ 22,365	$ 22,365
Hotel/Motel Tax	$ 957,080	$ 957,080
Motor Vehicle Rental Tax	$ 77,670	$ 77,670
Grant Funds	$ 181,780	$ 181,780
Impact Fees	$ 0	$ 0
Business Improve Dist Tax	$ 31,390	$ 31,390
Development Fees	$ 10,960	$ 10,960
Tax Allocation District	$ 279,065	$ 279,065
Cartersville Building Authority	$ 5,486,020	$ 5,486,020

SDBG Supplemental Dis Rec	**$ 131,905**	**$ 131,905**
Enterprise Funds		
Fiber Optics	**$ 2,120,110**	**$ 2,120,110**
Electric	**$49,126,240**	**$49,126,240**
Gas	**$35,962,150**	**$35,962,150**
Solid Waste	**$ 2,649,715**	**$ 2,649,715**
Stormwater	**$ 1,597,000**	**$ 1,597,000**
Water & Sewer	**$40,113,000**	**$19,271,770**
Water Pollution Control Plant		**$14,991,835**
Water Treatment Plant		**$ 5,849,395**
Internal Service Fund		
Garage	**$ 1,572,820**	**$ 1,572,820**

BE IT AND IT IS HEREBY ORDAINED.

ADOPTED, this ___ day of November 2019. First Reading.
ADOPTED this ___ day of December 2019. Second Reading.

/s/_____________________
Matthew J. Santini
Mayor
ATTEST:

/s/_______________________
Meredith Ulmer
City Clerk

F. Monthly Financial Statement

1. September 2019 Financial Report

Mr. Rhinehardt came forward and went over the financial report comparing funds between September 2019 to September 2018.

Mayor Santini made an announcement that City offices will be closed for Thanksgiving and for residents to plan accordingly for trash pick up services.

After announcements a motion to adjourn the meeting was made by Council Member Roth and needing no second. Motion carried unanimously. Vote: 4-0.

Meeting Adjourned

/s/ ____________________________
Matthew J. Santini, Mayor

ATTEST:
/s/ ______________________________
Meredith Ulmer, City Clerk