City Council Meeting
10 N. Public Square
April 18, 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 Stepp.

The City Council met in Regular Session with Matt Santini, Mayor presiding and the following present: Kari Hodge, Council Member Ward One; Jayce Stepp, Council Member Ward Two; Cary Roth, Council Member Ward Three; Calvin Cooley Council Member Ward Four; Gary Fox, Council Member Ward Five; Taff Wren, Council Member Ward Six; Tamara Brock, City Manager; Samantha Fincher, Deputy City Clerk and David Archer, City Attorney.

II. Regular Agenda

A. Council Meeting Minutes

1. April 4, 2019

A motion to approve the April 4, 2019 City Council Meeting Minutes as presented was made by Council Member Cooley and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0.

B. Other

1. Swearing in Building Official: Charlie Waits

Tamara Brock, City Manager stated that with David Dye's retirement, a new Building Official would need to be sworn in. Charlie Waits was officially sworn in as the Building Official by the Deputy City Clerk.

C. Public Hearing - 1st Reading of Zoning/Annexation Requests

1. SU19-02: 128 Leake Street; Detached Garage with 2nd floor Accessory Apartment

Randy Mannino, Planning and Development Department Head stated the applicant and property owner wishes to construct a three bay detached garage with a one-bedroom accessory apartment for their personal use in the rear yard of the property. The structure will be located at the end of the driveway. The garage will be approximately 839sf. The accessory apartment will be constructed over the garage and will be approximately 642sf. Exterior stairs will provide access to the apartment. Planning Commission recommends approval 5-0.

Mayor Santini opened the floor for a public hearing to anyone wishing to come forward to speak for or against the Special Use Permit. No one came forward and the hearing was closed.

D. Change Order

1. Douthit Ferry Road Widening Design

Tommy Sanders, Public Works Department Head stated that Southland Engineering has requested a Change Order on the GDOT Project 0007494 Bartow – Douthit Ferry Road. The Project Framework Agreement through GDOT uses Local funds for Preliminary Engineering and Federal and State funds for construction. The not to exceed requested amount for this change order is $92,095.29. Mr. Sanders recommended approval of the change order.

A motion to approve the Douthit Ferry Road Widening Design Change Order was made by Council Member Wren and seconded by Council Member Roth. Motion carried unanimously. Vote 6-0.

E. Bid Award/Purchases

1. 750kVA Transformer

Derek Hampton, Electric Department Head stated that the Electric Department is requesting authorization to purchase a 750kVA transformer. This transformer will be needed to provide electric service to the new Marriott Courtyard Hotel by the Clarence Brown Conference Center. Bids were requested on the State's procurement website, and received six responses. The unit submitted by Gresco had the lowest purchasing and total ownership cost. Mr. Hampton recommended approval to purchase the replacement transformer from Gresco for $25,696.00.

A motion to approve the purchase of the 750kVA Transformer was made by Council Member Fox and seconded by Council Member Roth. Motion carried unanimously. Vote 6-0.

2. Outdoor Lighting - Courtyard Marriott

Mr. Hampton stated that the Electric Department is requesting authorization to purchase the outdoor lighting required for the new Courtyard Marriott being constructed next to the Clarence Brown Conference Center. They received bids from six vendors through the GA Procurement website. Irby Co. was the only bid that met the specs for the lighting, poles, and tax exemption. Mr. Hampton recommended approval to purchase the outdoor lighting and poles through the Irby Co. for $18,668.00. The customer has already paid a contribution of $6,000.00 toward the purchase of the lighting, as per ordinance. The net expense to the City will be the balance of $12,668.00.

A motion to approve the outdoor lighting for Courtyard Marriot was made by Council Member Fox and seconded by Council Member Cooley. Motion carried unanimously. Vote 6-0.

3. Roof for Train Depot

Dan Porta stated that bids were posted for the cost to replace the existing roof of the DDA Train Depot and an alternative proposal to remove the two chimneys on this building. The two chimneys are not functioning and due to the age of the brick there are leaks in the building during heavy rain storms. Mr. Porta recommended to remove the chimneys to eliminate further problems for the city in the future. Based on the bids received, the two lowest and complete bid packages were as follows:

Roof Replacement Only - Mr. Roofer of Atlanta $14,484.00

Roof Replacement and Removal of Two Chimneys - Affordable Remodeling & Roofing - $16,610.00

A motion to approve the roof replacement and removal of two chimneys - by Affordable Remodeling & Roofing - $16,610.00 was made by Council Member Roth and seconded by Council Member Fox Motion carried unanimously. Vote 6-0.

4. Travelers Insurance Deductible Invoice

Mr. Porta stated that the City has received an invoice from our insurance carrier, Travelers Insurance, for several claims where our deductible has not been met. The total amount of the deductible due at this time on these claims is $8,233.65. Mr. Porta recommended approval of the deductible payment. This is a budgeted item.

A motion to approve the Travelers Insurance Deductible Invoice was made by Council Member Stepp and seconded by Council Member Hodge. Motion carried unanimously. Vote 6-0.

5. NCI Main Street Conduit Installation

Mr. Porta stated that the Fiber Department has received a contract from a customer who is interested in fiber services off of Powersports Circle near Main Street and I-75. The proposal from NCI to install the conduit under Main Street was $4,048 with an additional cost if they hit rock. During the installation, NCI did hit rock, so the cost increased by $1,995 to a total of $6,043. The new customer that fiber will be serving agreed to pay a $4,000 installation fee, so the net cost to the city is $2,043 to NCI. Mr. Porta recommended approval of the work from NCI. This is a budgeted item for a new customer that fiber will be serving.

A motion to approve the NCI Main Street conduit installation was made by Council Member Hodge and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0.

F. Contracts/Agreements

1. Property & Casualty Insurance Broker Services

Mr. Porta stated that the City issued a Request for Proposal of Broker Services for Property and Casualty Insurance. An Insurance Review Committee reviewed each proposal and interviewed the top three firms. The Insurance Review Committee recommended Watkins Insurance/APEX Insurance for broker services. Mr. Porta recommended approval of broker service with Watkins Insurance/APEX.

A motion to approve broker service with Watkins Insurance/APEX was made by Council Member Wren and seconded by Council Member Cooley. Motion carried unanimously. Vote 6-0.

G. Monthly Financial Statement

1. February 2019 Financial Report

Tom Rhinehart, Finance Department Head gave the monthly financial report comparing February 2018 to February 2019.

The Mayor announced The City will be closed April 19,2019 for Good Friday and wished everyone a Happy Easter.

After announcements a motion to adjourn the meeting was made by Council Member Stepp and needing no second. Motion carried unanimously. Vote 6-0.

Meeting Adjourned

/s/ ____________________________
Matthew J. Santini
Mayor

ATTEST:

/s/ ________________________________
Samantha Fincher
Deputy City Clerk