City Council Meeting
October 19, 2017
10 N. Public Square
6:00 P.M. – Work Session
7:00 P.M. – Council Meeting

I. Opening Meeting

Invocation by Council Member Tonsmeire.

Pledge of Allegiance led by Caleb McNiff, Troop 24.

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; Louis Tonsmeire, Sr., Council Member Ward Three; Calvin Cooley Council Member Ward Four; Dianne Tate, Council Member Ward Five; Taff Wren, Council Member Ward Six; Sam Grove, City Manager; Samantha Dover, Deputy City Clerk and David Archer, City Attorney.

II. Regular Agenda

A. Council Meeting Minutes

1. October 5, 2017

A motion to approve the October 5, 2017 City Council Meeting Minutes as presented was made by Council Member Tate and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0.

B. Proclamation

1. Red Ribbon Week

Mayor Santini stated that he supported the goals of the Red Ribbon Campaign by proclaiming October 23- 31, 2017 as "Red Ribbon Week.", Angelo Arena from the Etowah Valley Young Marines organization came forward and accepted this proclamation, and thanked Mr. Santini and Council for the support.

C. Change Order

1.Mission Road Gravity Sewer Phase II- Final Adjustment Change Order

Bob Jones, Water and Sewer Superintendent came forward and stated the Mission Road Gravity Sewer Replacement Phase II Project was awarded to the Wade Coots Company, Inc. in the amount of $399,154.00. This final change order reconciles actual quantities used to bid quantities. The result for this project is a reduction of $36,444.20 to the contract amount.

Mr. Jones recommended approval of this final adjustment change order. After applying this change, the project was delivered for $362,709.80 which is 9.1% less than the approved contract.

A motion to approve the Mission Road Gravity Sewer Phase II- Final Adjustment Change Order was made by Council Member Tonsmeire and seconded by Council Member Hodge. Motion carried unanimously. Vote 6-0.

2. North Erwin Water Main- Final Adjustment Change Order

Bob Jones, Water and Sewer Superintendent stated The North Erwin Street Water Main Replacement project was awarded to Georgia Development Partners in the amount of $395,364.80 and the project is now complete. The final change order reconciles bid quantities to actual quantities used. The result of that exercise is a reduction of $33,433.08.

Mr. Jones recommended approval of this final adjustment change order in the amount of $33,433.08. After applying this change, the delivered cost of the project is $361,725.61 which is 8.5% less than the approved contract amount.

A motion to approve The North Erwin Water Main- Final Adjustment Change Order was made by Council Member Tate and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0.

D. Resolutions

1.Cartersville Building Authority Debt Issue

David Archer, City Attorney stated that in order to fund the construction cost of the new Gas Department facility and the Transco Pipeline connection, City staff has been working with our Financial Advisor Gabe Agan on funding options. The estimate of the new facility and Transco Pipeline is $15.1 million. One Beacon Insurance will be paying for approximately $1 million of the new facility bringing the estimated total to $14.1 million. Based on the construction timeline and financing options, it was determined that the best option was to issue a $10 million debt issue to help finance a majority of these costs. Depending on the final costs of these projects and Gas Department revenue stream, the City may have to issue a smaller debt issue in 2018. Mr. Archer recommended approval of the resolution relative to issuance of $10 million in bonds for work in the Gas Department.

A motion to approve the Debt Issue Resolution was made by Council Member Wren and seconded by Council Member Stepp. Motion carried unanimously. Vote 6-0

Res. 16-17

AUTHORIZING RESOLUTION

WHEREAS, in furtherance of the purposes for which it was created, the Cartersville Building Authority (the "Issuer") proposes to issue $10,000,000 in original principal amount of its Revenue Bond (Cartersville Natural Gas Utility Projects), Series 2017 (the "Bond"), in order to finance the costs of acquiring, constructing, and installing natural gas system utility improvements consisting of a new headquarters building for the Cartersville Natural Gas Utility to be located at 155 Old Mill Road in Cartersville, Georgia and gas pipeline infrastructure to connect to the Transco pipeline (collectively the "System Properties") and to finance related costs; and

WHEREAS, the City of Cartersville, Georgia (the "Purchaser") is authorized by Section 36-82-62(a)(1) of the Official Code of Georgia Annotated to acquire by purchase any systems, plants, works, instrumentalities, and properties used or useful in connection with buying, constructing, extending, operating, and maintaining gas distribution systems together with all necessary appurtenances thereof, in each case located wholly within or wholly outside the Purchaser or partially within and partially outside the Purchaser and to acquire by purchase lands, easements, rights in lands, and water rights in connection therewith; and

WHEREAS, Article IX, Section III, Paragraph I(a) of the Constitution of the State of Georgia of 1983 authorizes the Purchaser (1) to contract for any period not exceeding fifty years with any public corporation or public authority for joint services, for the provision of services, or for the joint or separate use of facilities or equipment, if such contract deals with activities, services, or facilities that the contracting parties are authorized by law to undertake or provide, and (2) in connection with any such contract to convey any existing facilities or equipment to any public corporation or public authority; and

WHEREAS, the Purchaser proposes to purchase the System Properties from the Issuer pursuant to an Agreement of Sale, to be dated as of the first day of the month of its execution and delivery (the "Purchase Agreement"), under the terms of which the Purchaser (1) will agree to make installment payments of purchase price to the Issuer in amounts sufficient to enable the Issuer to pay the principal of, premium, if any, and interest on the Bond when due and (2) will agree to levy an annual ad valorem tax on all taxable property located within the corporate limits of the Purchaser, at such rates, without limitation as to rate or amount, as may be necessary to produce in each year revenues that are sufficient to fulfill the Purchaser's obligations under the Purchase Agreement; and

WHEREAS, the Issuer will sell the Bond to Hamilton State Bank (the "Bond Buyer") pursuant to a Bond Purchase Agreement, to be dated the date of its execution and delivery, between the Issuer and the Bond Buyer; and

WHEREAS, pursuant to the terms of an Assignment and Security Agreement, to be dated as of the first day of the month of its execution and delivery, between the Issuer and the Bond Buyer, the Issuer will pledge the amounts received from the Purchaser under the Purchase Agreement as security for payment of the Bond; and

WHEREAS, the Issuer and the Purchaser will retain Raymond James & Associates, Inc. (the "Placement Agent") to act as their exclusive placement agent to arrange a private placement of the Bond with the Bond Buyer, pursuant to a Bond Placement Agreement, to be dated the date of its execution and delivery (the "Placement Agreement"), among the Issuer, the Purchaser, and the Placement Agent; and

WHEREAS, after careful study and investigation, the Purchaser desires to enter into the Purchase Agreement and the Placement Agreement (collectively the "Contracts");

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cartersville, Georgia as follows:

1. The forms, terms, and conditions and the execution, delivery, and performance of the Contracts, which have been filed with the Purchaser, are hereby approved and authorized. The Contracts shall be in substantially the forms submitted to the City Council of the Purchaser with such changes, corrections, deletions, insertions, variations, additions, or omissions as may be approved by the Mayor or Mayor Pro Tempore of the Purchaser, whose approval thereof shall be conclusively evidenced by the execution of each Contract.

2. The Mayor or Mayor Pro Tempore of the Purchaser is hereby authorized and directed to execute on behalf of the Purchaser the Contracts, and the City Clerk or Deputy City Clerk of the Purchaser is hereby authorized and directed to affix thereto and attest the seal of the Purchaser, upon proper execution and delivery by the other parties thereto, provided, that in no event shall any such attestation or affixation of the seal of the Purchaser be required as a prerequisite to the effectiveness thereof, and the Mayor or Mayor Pro Tempore and City Clerk or Deputy City Clerk of the Purchaser are authorized and directed to deliver the Contracts on behalf of the Purchaser to the other parties thereto, and to execute and deliver all such other contracts, instruments, documents, affidavits, or certificates and to do and perform all such things and acts as each shall deem necessary or appropriate in furtherance of the issuance of the Bond and the carrying out of the transactions authorized by this Resolution or contemplated by the instruments and documents referred to in this Resolution.

3. This Resolution and the Contracts, as approved by this Resolution, which are hereby incorporated in this Resolution by this reference thereto, shall be placed on file at the office of the Purchaser and made available for public inspection by any interested party immediately following the passage and approval of this Resolution.

PASSED, ADOPTED, SIGNED, APPROVED, and **EFFECTIVE** this 19th day of October 2017.

CITY OF CARTERSVILLE, GEORGIA

By:______________________________
Mayor

(SEAL)

Attest:

Samantha Daves
Deputy City Clerk

CITY OF CARTERSVILLE INCORPORATED GEORGIA CORPORATE SEAL 1850

~#4850-0059-1953 v.2~

E. **Bid Award/ Purchases**

1. **Employee Health Insurance Renewal for 2018**

Dan Porta, Assistant City Manager stated Shaw Hankins Insurance Brokers met with staff to review the health insurance renewal from Blue Cross & Blue Shield for 2018. Due to some large insurance claims, the renewal came in at 24% over the current year.

The 2018 Blue Cross & Blue Shield premium would be 21% higher than the current year and the United Health Care comparable proposal would be 0.2% higher than the current Blue Cross & Blue Shield 2017 rates.

Based on a meeting earlier this year with the Mayor and Council member Jayce Stepp, the City asked Shaw Hankins provide alternative insurance plans with three United Health Care plans that employees could choose from. There are some differences in benefits between the 3 United Health Care plans which gives employees some choices. The first plan option titled "Option 12" the premium is 4.0% less than the 2017 Blue Cross & Blue Shield insurance rate. The second plan option titled "Option 13" has some higher copays and deductibles than the current plan and is 12.8% less than the current rate. The third plan option labeled "Option 14" is a Health Savings Account which requires the employee to meet their deductible and coinsurance prior to the insurance paying for claims is 17.2% less than the current rate.

After reviewing the insurance options provided by United Healthcare, Mr. Porta recommended to provide employees the three United Health Care insurance plans and have them decide which plan is best for them.

A motion to approve the Employee Health Insurance Renewals for 2018 was made by Council Member Stepp and seconded by Council Member Cooley. Motion carried unanimously. Vote 6-0.

2. **Retiree Medicare Supplement Renewal**

Dan Porta, Assistant City Manager stated Shaw Hankins Insurance has shopped our Medicare insurance supplement coverage for city retirees over 65 or disabled for calendar year 2018. Our current coverage is with United Health Care and has been for several years. United HealthCare submitted a renewal proposal with a rate reduction of 0.8% for 2018 over the existing insurance rates. Mr. Porta recommended that the city renew our Medicare Supplement policy for retirees with United Health Care or 2018.

A motion to approve the Retiree Medicare Supplement Renewal was made by Council Member Stepp and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0.

3. **Property & Casualty Insurance Deductible Invoices**

Dan Porta, Assistant City Manager stated that the City has had a couple of accidents recently that have exceeded $5,000 in deductible expenses. The first accident involved a police vehicle and the amount due to Travelers Insurance for the accident was $10,481.81.

The second accident involved damage to a local restaurant by a solid waste vehicle. This claim has not yet been settled by the contractors. The invoice to repair the building was $19,035 which is the amount the City will ultimately have to pay.

Dan Porta recommended approval to pay Travelers Insurance for the amount of both invoices.

A motion to approve the Property and Casualty Insurance Deductible Invoices was made by Council Member Hodge and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0.

4. Midwest Employers Casualty Workers Comp Invoice

Dan Porta, Assistant City Manager stated Midwest Employers Casualty Company who provides our workers compensation insurance sets our premium based on estimated payroll that is provided by the City. Midwest has come in and audited our payroll records for fiscal year 2015-16 and determined additional premium of $5,871 is due. Mr. Porta recommended approval of this insurance premium.

A motion to approve the Midwest Employers Casualty Workers Comp Invoice was made by Council Member Stepp and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0.

5. 2018 Calendar Printing

Rebecca Bohlander, Communication and Media Relations Manager stated that bids were received for the printing of the 2017 calendar and recommended the low bid from New Dimensions Printing at a cost of $10,635.66. Ms. Bohlander recommended approval.

A motion to approve the 2018 Calendar Printing was made by Council Member Wren and seconded by Council Member Cooley. Motion carried unanimously. Vote 6-0.

Geo- Technical Services- Phase II Recreation Buildings, Aubrey St. Pool and Dellinger Pavilions

Greg Anderson, Parks and Recreation Department Head came forward and stated Cartersville City Council approved bid from Geo-Hydro Engineers, Inc. for Bid 16-003 at the June 2, 2016 Council meeting. The bid amount was $14,845.00 and Council approved a price not to exceed $16,000.00. The final amount paid to Geo-Hydro Engineers, Inc. was $6,730.00.

Mr. Anderson requested another quote from Geo-Hydro Engineers, Inc. for Bid 17-006 Phase II: Aubrey St. Pool Bathhouse, Senior Aquatic Center Women's Restroom Expansion, Hicks Park and Sports Complex Restroom buildings, Bid 17-007 Aubrey St. Pool Renovations and Bid 17-010 Dellinger Park Covered-Pavilions. I have included testing for Bid 17-012 Dellinger Park Tennis Covered-Pavilion Geo-Hydro Engineers, Inc. schedule of fees remains the same as previous fee schedule.

Mr. Anderson recommended estimated proposal from Geo-Hydro Engineers, Inc. of Kennesaw GA, in the amount of $15,095.00 for projects 17-006, 17-007, 17-010 and 17-012 and would request not to exceed amount of $16,000.00 for testing of these projects.

A motion to approve the Geo-Technical Services- Phase II Recreational Buildings, Aubrey St. Pool and Dellinger Pavilions was made by Council Member Cooley and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0.

6. Wheel Mounted Hydraulic Excavator Repair

Wade Wilson, City Engineer came forward and stated Stormwater Division's wheel mounted hydraulic excavator (Gradall) had a significant oil leak due to pressure loss. The repair was attempted several times by our garage, but eventually it was recommended to be taken to Tractor & Equipment Company for repair. They are a local (Calhoun, Ga) sole source for Gradall equipment. The cost to trouble shoot and repair this item is $7,904.15. This is a budgeted repair item and Public Works recommends approval of this work.

A motion to approve the Wheel Mounted Hydraulic Excavator Repair was made by Council Member Tonsmeire and seconded by Council Tate. Motion carried unanimously. Vote 6-0.

F. Certification

1.MS4 Notice of Intent

Wade Wilson, City Engineer stated Georgia Environmental Protection Division requires the City to submit the 2017 Notice of Intent for Phase II Small MS4's at least 30 days prior to the current 2012 Phase II Small MS4 permit expiration date of December 5, 2017. This document allows the City to continue its MS4 status. Our associated permit with the Environmental Protection Division will be submitted in 2018. Wade Wilson recommended approval of the Mayor's signature for this document.

A motion to approve the MS4 Notice of Intent was made by Council Member Tonsmeire and seconded by Council Member Cooley. Motion carried unanimously. Vote 6-0.

Added Items:

A motion to add two items to the agenda was made by Council Member Tate and seconded by Tonsmeire. Motion carried unanimously. Vote 6-0.

Add on #1: Encroachment Easement

David Archer, City Attorney stated that the property owner south of the Middle School, has requested an encroachment easement due to a construction project that would temporarily cross and close part of the trail on Douthit Ferry. Mr. Archer recommended to give the Mayor and City Clerk power to execute this agreement subject to Department Head review and conditions.

A motion to approve the Enchroachment Easement was made by Council Member Stepp and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0.

Add on #2: Letter of Engagement

Tom Rhinehart, Finance Department Head came forward and stated the letter of engagement is between the City and our Audit Firm Carr Riggs and Ingram, LLC. This agreement lists the responsibilities of the City and Audit Firm. The audit is scheduled to cost 41,500. The City will still need to conduct an additional single audit that will cost an additional 3,500 for a total contract price of 45,000. This will be the fourth year of the contract with the audit firm. Mr. Rhinehart recommended approval.

A motion to approve the letter of Engagement was made by Council Member Stepp and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0.

G. Second Reading of Ordinances

1. FY 2016-17 Budget Amendment

Tom Rhinehart, Finance Department Head stated after the completion of the Fiscal Year 2016-17 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 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. Mr.Rhinehart recommended approval of the ordinance amendment.

A motion to approve the FY 2016-17 Budget Amendment was made by Council Member Tonsmeire and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0.

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 2016 - 2017 budget.

2016 - 2017 Budget Summary

General Fund	Revenues	Expenditures
Revenues	$39,579,235	
Expenditures:		
Legislative		$16,777,440
Administration		$ 1,185,210
Finance Dept.		$ 1,215,420
Customer Service Dept.		$ 774,265
Police		$ 5,585,570
Fire		$ 6,938,240
Municipal Court		$ 255,650
Public Works		$ 2,498,730
Recreation		$ 3,104,060
Planning & Development		$ 1,044,735
Downtown Development Authority		$ 199,915
Special Revenue Funds		
GO Park Bonds Series 2014	$ 4,441,550	$ 4,441,550
SPLOST – 2003	$ 387,415	$ 387,415
SPLOST – 2014	$ 2,150,760	$ 2,150,760
DEA	$ 266,970	$ 266,970
State Forfeiture	$ 23,930	$ 23,930
Hotel/Motel Tax	$ 819,275	$ 819,275
Motor Vehicle Rental Tax	$ 73,600	$ 73,600
Grant Funds	$ 286,675	$ 286,675
Impact Fees	$ 0	$ 0
Business Improve Dist Tax	$ 25,245	$ 25,245
Development Fees	$ 23,165	$ 23,165
Cartersville Building Auth	$ 2,276,400	$ 2,276,400
Supplemental Disaster Rec	$ 190	$ 190
Enterprise Funds		
Fiber Optics	$ 1,895,220	$ 1,895,220
Electric	$49,703,855	$49,703,855
Gas	$30,336,305	$30,336,305
Solid Waste	$ 2,380,750	$ 2,380,750

Stormwater	**$ 1,446,250**	**$ 1,446,250**
Water & Sewer	**$20,836,040**	**$12,036,130**
Water Pollution Control Plant		**$ 3,555,690**
Water Treatment Plant		**$ 5,244,220**
<u>Internal Service Fund</u>		
Garage	**$ 850,480**	**$ 850,480**

BE IT AND IT IS HEREBY ORDAINED.

ADOPTED, this ___ day of October 2017. First Reading.
ADOPTED this ___ day of October 2017. Second Reading.

/s/____________________
Matthew J. Santini
Mayor

ATTEST:

/s/______________________
Meredith Ulmer
City Clerk

H. Monthly Financial Statement

1. August 2017 Financial Report

Mr. Rhinehart shared the finance report of the City comparing monthly budgets to the previous year. Mr. Rhinehart gave a presentation about the increases and decreases of the general fund.

Announcements:

Melinda Lemmon came forward and stated several of our industries were recently nominated and finalist for International Companies recognized by the Atlanta Business Chronical. The department was also nominated for the International Community Award. This award improves the reputation of Cartersville and Bartow County. Mrs. Lemmon thanked the Mayor for being there and for letting her share the award with Council. Mayor Santini stated that the award is a testament to the partnership between the City, County and Joint Development Authority. The Mayor congratulated Mrs. Lemmon.

Mayor Santini stated that today was the Dellinger Park Ribbon cutting event. He thanked Greg Anderson and staff for the job well done. The work was completed on time and on budget. Mayor Santini thanked the Dellinger family and stated David Archer done a phenomenal job of recounting the history of the Park and the generosity of the Dellinger Family.

With no other business a motion to adjourn was made by Council Member Tonsmeire and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0.

Meeting Adjourned

/s/ ______________________
Matthew J. Santini
Mayor

ATTEST:

/s/ __________________________
Meredith Ulmer
City Clerk