City Council Meeting
10 N. Public Square
October 20, 2016
6:00 P.M. – Work Session 7:00 P.M.

I. Opening Meeting

Invocation by Council Member Tonsmeire

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; Louis Tonsmeire, Sr., Council Member Ward Three; Lindsey McDaniel Council Member Ward Four; Dianne Tate, Council Member Ward Five; Taff Wren, Council Member Ward Six; Sam Grove, City Manager; Connie Keeling, City Clerk and David Archer, City Attorney.

II. Regular Agenda

A. Council Meeting Minutes

1. October 6, 2016

A motion to approve the October 6, 2016 City Council Meeting Minutes as presented was made by Council Member Stepp and seconded by Council Member Hodge. Motion carried unanimously. Vote 6-0

B. Second Reading of Ordinances

1. Amendment to Budget Ordinance for Fiscal Year 2015-16

Tom Rhinehart, Finance Director stated that after completion of the Fiscal Year 2015-16 close, the General Fund, Special Revenue funds and the SPLOST fund budgets need to be amended. The process of amending these budgets is done annually before the year-end close and will bring the city into compliance with Generally Accepted Accounting Principles. These adjusts reflect the necessary changes needed to bring the budgets back into balance. Mr. Rhinehart stated that there have been no additions or corrections since the first reading and recommended approval.

A motion to approve Ordinance No. 21-16 was made by Council Member Tonsmeire and seconded by Council Member McDaniel. Motion carried unanimously. Vote 6-0

Ordinance

of the

City of Cartersville, Georgia

Ordinance No. 21-16

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 2015 - 2016 budget.

2015 - 2016 Budget Summary

General Fund	**Revenues**	**Expenditures**
Revenues	**$49,295,470**	
Expenditures:		
Legislative		**$27,371,305**
Administration		**$ 1,049,440**

Finance Dept.			**$ 1,178,240**
Customer Service Dept.			**$ 746,340**
Police			**$ 5,122,265**
Fire			**$ 7,266,790**
Municipal Court			**$ 232,420**
Public Works			**$ 2,407,325**
Recreation			**$ 2,899,195**
Planning & Development			**$ 866,300**
Downtown Development Authority			**$ 155,850**
<u>Special Revenue Funds</u>			
GO Park Bonds Series 2014	**$ 1,827,705**		**$ 1,827,705**
SPLOST – 2003	**$ 105,170**		**$ 105,170**
SPLOST – 2014	**$ 2,655,040**		**$ 2,655,040**
DEA	**$ 232,165**		**$ 232,165**
State Forfeiture	**$ 3,000**		**$ 3,000**
Hotel/Motel Tax	**$ 557,530**		**$ 557,530**
Motor Vehicle Rental Tax	**$ 65,815**		**$ 65,815**
Grant Funds	**$ 394,635**		**$ 394,635**
Cartersville Building Authority	**$ 2,099,370**		**$ 2,099,370**
Supplemental Disaster Rec	**$ 25,480**		**$ 25,480**
Business Improve Dist Tax	**$ 36,215**		**$ 36,215**
Development Fees	**$ 17,045**		**$ 17,045**
<u>Enterprise Funds</u>			
Fiber Optics	**$ 1,875,465**		**$ 1,875,465**
Electric	**$49,860,820**		**$49,860,820**
Gas	**$23,159,760**		**$23,159,760**
Solid Waste	**$ 2,388,600**		**$ 2,388,600**
Stormwater	**$ 1,389,000**		**$ 1,389,000**
Water & Sewer	**$15,575,145**		**$11,219,875**
Water Pollution Control Plant			**$ 2,321,935**
Water Treatment Plant			**$ 2,033,335**
<u>Internal Service Fund</u>			
Garage	**$ 1,632,905**		**$ 1,632,905**

BE IT AND IT IS HEREBY ORDAINED.

ADOPTED, this 6th day of October 2016. First Reading.
ADOPTED this 20th day of October 2016. Second Reading.

/s/ <u>Matthew J. Santini</u>
Matthew J. Santini
Mayor

ATTEST:

/s/ <u>Connie Keeling</u>
Connie Keeling
City Clerk

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

1. File Z16-04: Rezoning application by Howren Family Properties LLP for properties located at 418, 420, and 422 Grassdale Road from O-C (Office Commercial) to G-C (General Commercial). Approximately 1.51 acres

Randy Mannino, Direct of Planning and Development, stated that this Zoning and Annexation request had no conflicts with the other City Departments and all adjacent property owners have been notified and the required legal notices have been advertised. Mr. Mannino stated that this is approximately 1.51 acres located at 418, 420, and 422 Grassdale Road. The three properties have previously been used as rental properties with single-family detached homes on site. The applicant is requesting rezoning from O-C (Office Commercial) to G-C (General Commercial). The properties are located in an area that is a transition zone between Heavy Industrial, Commercial, and Residential. A self-storage warehouse operation is, generally, a low impact site use that may be appropriate for the location. Mr. Mannino stated that if the rezoning is granted, the applicant would likely construct two brick buildings with tin roofs similar to the self-storage unit fronting the highway at 1310 Highway 411. Mr. Mannino stated that the Planning Commission had recommended approval.

Mayor Santini opened the floor for a public hearing. Mike Howren came forward to speak in favor of the application. With no further comments Mayor Santini closed the public hearing.

NO ACTION REQUIRED

Ordinance

of the

City of Cartersville, Georgia

Ordinance No.

Petition No. Z16-04

NOW BE IT AND IT IS HEREBY ORDAINED by the Mayor and City Council of the City of Cartersville, Georgia, that all that certain tract of land owned by Howren Family Properties, LLLC. Property is located at 418, 420, and 422 Grassdale Road. Said property contains 1.51 acres located in the 4th District, 3rd Section, Land Lot(s) 17 as shown on the attached plat Exhibit "A". Property is hereby rezoned from O-C (Office-Commercial) to G-C (General-Commercial) with the following conditions. Zoning will be duly noted on the official zoning map of the City of Cartersville, Georgia.

BE IT AND IT IS HEREBY ORDAINED.

First Reading the 20th day of October 2016.
ADOPTED this 3rd day of November 2016. Second Reading.

/s/ Matthew J. Santini
Matthew J. Santini
Mayor

ATTEST:

/s/ Connie Keeling
Connie Keeling
City Clerk

D. Contracts/Agreements

1. Deed of Dedication and Maintenance Agreement for New Kroger

Sam Grove, City Manager stated that this is a Maintenance Agreement and Encroachment Agreement related to the new Kroger site. Mr. Grove stated that this is our standard agreement that a developer uses to dedicate right of way and infrastructure to the City and to allow limited use of our right of way and easements for their private utilities and drives. Mr. Grove recommended approval of both documents.

A motion to approve both the Deed of Dedication and Maintenance Agreement was made by Council Member Hodge and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0

2. GADOT TE Agreement – Etowah RiverWalk – Leake Mounds Link

Greg Anderson, Parks and Recreation Superintendent stated that this agreement, resolution and related documents are between the Georgia Department of Transportation and the City of Cartersville related to the GADOT TE Agreement of the Etowah RiverWalk and Leake Mounds Link. This agreement is the next step for the trail project to move forward and Mr. Anderson recommended approval for the Mayor, City Manager, and City Clerk to sign any and all related documents.

A motion to approve the GADOT TE Agreement and authorize the Mayor, City Manager and City Clerk to sign any and all related documents was made by Council Member Tate and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0

3. Electric Vehicle Charger Agreement

Tamara Brock, Assistant to the City Manager for Utility Operations stated that this is an agreement between the City of Cartersville and Kroger for the location of the Electric Vehicle Charging Station. Kroger has designated two parking spaces for the City to use for the charging station. This agreement stated that we will maintain ownership and maintenance of the charging station and that Kroger is not liable for any damage done to the unit. Ms. Brock stated that the City Attorney has reviewed these documents and recommended approval.

A motion to approve the Electric Vehicle Charger Agreement was made by Council Member Stepp and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0

E. Bid Award/Purchases

1. Electric Vehicle Charging Station

Tamara Brock, Assistant to the City Manager for Utility Operations stated that this is a Charge Point Electric Vehicle Charging Station from Hannah Solar. It will be located in the Kroger Market Place parking lot and will provide a convenient method for charging electric vehicles with easy access for travelers off Interstate 75 and for commuters in town. The charger can charge two (2) cars at a time and has been used in surrounding communities with great results. Ms. Brock stated that they received quotes from two supplies but went with Hannah Solar because of better reviews and a wider network.. Ms. Brock recommended approval of the purchase at a cost of $8725 which includes installation and set-up.

A motion to approve the purchase of the Electric Vehicle Charging Station was made by Council Member Hodge and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0

2. Electric Department Transformer Purchase

Don Hassebrock, Electric Department Director stated that his department needs to purchase a 300 kVA transformer for the Shaw Create Center. Three bids were received and Mr. Hassebrock recommended the low cost bid from ANIXTER for the lowest total ownership price of $6,580.

A motion to approve the transformer purchase was made by Council Member Tate and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0

3. 2017 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 $7,964 plus postage for a total estimated cost of $9,764. Ms. Bohlander recommended approval.

A motion to approve the low bid from New Dimensions Printing was made by Council Member Tate and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0

4. Replacement Flygt Mixer

Bob Jones, Water and Sewer Superintendent stated that the Water Pollution Control Plant premix basin recently had to use the spare Flygt compact submersible mixer when one of the mixers failed. While it is possible to rebuild the failed unit, the base cost for a rebuild is $11,752.56 which is 73% of the cost of a new unit. Mr. Jones stated that this is a sole source vender and recommended approval of a new unit as a replacement spare mixer at a cost of $16,043.88.

A motion to approve the purchase of the Replacement Flygt Mixer was made by Council Member Tonsmeire and seconded by Council Member Stepp. Motion carried unanimously. Vote 6-0

5. Secondary #4 Gearbox Rebuild

Bob Jones, Water and Sewer Superintendent stated that he needs to repair the 2nd – 4 gearbox on the secondary lift screw. Quotes were requested and Mr. Jones recommended the best qualified bid from Motor & Gear Engineering at a cost of $27,950 for a full rebuild of normal wear parts. Mr. Jones asked that an amount not to exceed $35,000 be allowed for this item.

A motion to approve the purchase from Motor & Gear Engineering at an amount not to exceed $35,000 was made by Council Member Tonsmeire and seconded by Council Member Stepp. Motion carried unanimously. Vote 6-0

6. Personal Protective Equipment for Three New Firefighters

Scott Carter, Fire Chief stated that he needed to purchase three sets of Personal Protective Equipment for new firefighters. Chief Carter recommended approval to purchase this equipment from Firemaster at a cost of $5,492 excluding helmets.

A motion to approve the purchase from Firemaster was made by Council Member Stepp and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0

F. Proposals

1. Annual Firefighter Physicals

Scott Carter, Fire Chief stated that this is the annual firefighter physicals which are in compliance with NFPA 1582 and OSHA 1910.156. Chief Carter stated that there are limited organizations that can provide this type of exam on-site and recommended approval to continue with Site-Med at a cost not to exceed $22,000.

A motion to approve the agreement with Site-Med at a cost not to exceed $22,000 was made by Council Member Hodge and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0

G. Bid Award/Purchases

1. Internet Bandwidth

Dan Porta, Assistant City Manager stated that the Fiber Department would like to purchase some additional Internet bandwidth to meet the needs of the existing and new customers that the city is selling services to. Mr. Porta asked that they be allowed to increase the amount of Internet bandwidth purchased from Georgia Public Web to 200 megs at $2,300 per month to 1 gig at a monthly cost of $3,500 per month. Mr. Porta stated that the city has currently added two new customers and is approaching the current bandwidth limits and recommended approval.

A motion to approve the purchase of Internet Bandwidth was made by Council Member Wren and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0

2. Net Equalizer Bandwidth Shaper

Dan Porta, Assistant City Manager stated that the Fiber Department has been selling Internet services to customers for many years and due to increases in customers and the amount of bandwidth theses customers use, the city needs to purchase a new bandwidth shaper. Mr. Porta recommended approval to purchase this from Net Equalizer in the amount of $10,100.

A motion to approve the purchase from Net Equalizer was made by Council Member Stepp and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0

3. Mobile License Plate Reader 3-Camera System

Frank McCann, Police Chief stated that this item is for the purchase of two three camera mobile license plate readers for patrol vehicles. Vigilant Solutions and Synergistic Solution is the sole source distributor for the specific camera system because it is linked to specific federal, state and local data basis. Chief McCann stated that by negotiating for a third system for the Bartow Cartersville Drug Task Force he was able to reduce cost to $17,966 each and recommended approval for the two systems for the City in the amount of $35,933.

A motion to approve the purchase of the Mobile License Plate Reader System was made by Council Member Wren and seconded by Council Member Stepp. Motion carried unanimously. Vote 6-0

4. Water Pollution Control Plant Falk Coupling
(Removed from the Agenda)

5. Clarifiers 5 & 6 Collection Part
(Removed from the Agenda)

Mayor Santini stated that there were two items to be added to the agenda. A motion to add an item to the agenda was made by Council Member Stepp and seconded by Council Member Tonsmeire. Motion carried unanimously.

H. Added Items

1. Public Education Video

Rebecca Bohlander, Communication and Media Relations Manager stated that the City of Cartersville would like to put together a video for public education and potential award applications that would explain how tax dollars are spent and distributed among the departments. The cost for the video is $4,900 with Christopher Griffin Production and Ms. Bohlander recommended approval.

A motion to approve the Public Education Video was made by Council Member Tonsmeire and seconded by Council Member Wren. Motion carried unanimously. Vote 6-0

2. Assistance to Bartow County Solid Waste

Tommy Sanders, Public Works Superintendent stated that Bartow County Solid Waste had contacted him and asked for assistance with their Wednesday/Friday recycle route. Mr. Sanders stated that he had an extra truck on hand and could easily assist the county at no loss of service to the City. Mayor Santini stated that Bartow County has helped the City many times in the past, most recently with the sinkhole situation on Cook Street and he wanted to say Thank You for all of their assistance. Mr. Sanders recommended approval.

A motion to approve the assistance to Bartow County was made by Council Member Wren and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0

I. Other

1. FY 2016 Audit Engagement Letter

Tom Rhinehart, Finance Department Head stated that this is the auditors' engagement letter for Carr, Riggs, and Ingram, LLC to conduct the FY 2016 audit for council review. In years past, the city attorney has asked that the Mayor be authorized to sign it along with the City Manager and Finance Director. Mr. Rhinehart recommended approval of the agreement with Carr, Riggs, and Ingram, LLC to conduct the FY 2016 audit in the amount of $41,500 and to authorize the Mayor, City Manager and Finance Director to sign any and all documents related to this item.

A motion to approve FY 2016 Audit Engagement Letter and to authorize the Mayor, City Manager and Finance Director to sign any and all documents related to this item was made by Council Member Tonsmeire and seconded by Council Member Hodge. Motion carried unanimously. Vote 6-0

I. Monthly Financial Statement

1. August 2016

Tom Rhinehart, Finance Department Head came forward and presented the August 2016 Monthly Financial Statement and with comparisons from August 2015 by fund along with supplemental financial information comparing the year to date revenues and expenses for each fund and a report of cash position through August 2016.

Josh Proctor came forward and spoke with the Mayor and Council on the need for cameras and additional safety measures at Hotels and Motels in Cartersville and the disappearance of his relative Heather McDonald.

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/ ______________________________
Connie Keeling
City Clerk