City Council Meeting
10 N. Public Square
February 18, 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 Hodge

The City Council met in Regular Session with Matt Santini, Mayor presiding and the following present: Kari Hodge, Council Member Ward One; Louis Tonsmeire, Sr., Council Member Ward Three; Dianne Tate, Council Member Ward Five; Taff Wren, Council Member Ward Six; Sam Grove, City Manager; Connie Keeling, City Clerk and Keith Lovell, Assistant City Attorney. David Archer, City Attorney; Jayce Stepp, Council Member Ward Two; and Lindsey McDaniel Council Member Ward Four were absent.

II. Regular Agenda

A. Council Meeting Minutes

1. February 4, 2016

A motion to approve the February 4, 2016 City Council Meeting Minutes as presented was made by Council Member Tate and seconded by Council Member Wren. Motion carried unanimously. Vote 4-0

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

1. File Z16-01: Rezoning application by William Hicks and Patsy H. Wade for property located at 328 Tennessee Street and 143 Douglas Street (approximately 1.53 acres) from M-U (Multiple Use) and R-D (Single Family Duplex) to M-U (Multiple Use)

Randy Mannino, Planning and Development Director, stated that the Public Official Forms have been received and there are no conflicts of interest. All adjacent property owners have been notified and the required legal notices have been advertised. Mr. Mannino requested that the application and zoning ordinance be made part of the official record. Copies of the adopted procedures and zoning standards are available upon request. Mr. Mannino stated that the existing 1.5 acre lot has split zoning (MU & RD). They are currently requesting to rezone it all to MU (Multiple Use). The subject property has a used car lot located along Tennessee Street frontage, and previously had a house behind it with access from Ruby Street. Mr. Mannino stated that the Planning Commission had recommended approval of the application.

Mayor Santini opened the floor for a public hearing and with no comments closed the public hearing. No Action is required on this application for a first reading.

2. File SU16-01: Special Use application by J. Austin Pugmire for property located at 328 Tennessee Street and 143 Douglas Street to expand adjacent Pugmire Ford Auto Dealership. Said property contains approximately 1.53 acres.

Randy Mannino, Planning and Development Director, stated that the Public Official Forms have been received and there are no conflicts of interest. All adjacent property owners have been notified and the required legal notices have been advertised. Mr. Mannino requested that the application and zoning ordinance be made part of the official record. Copies of the adopted procedures and zoning standards are available upon request. Mr. Mannino stated that the Ford Dealership on Tennessee Street is looking to expand onto the adjacent tract to the south located on the corner of Tennessee and Ruby Streets with Douglas Street along its western boundary. The Special Use Permit is to expand the dealership onto the subject property. Because a portion of this property could be continued as a used car lot, the upgrades to the site could provide aesthetic benefits. Mr. Mannino stated that the Planning Commission had recommended approval of this application.

Mayor Santini opened the floor for a public hearing and with no comments closed the public hearing. No Action is required on this application for a first reading.

C. Grant Application/Acceptance

1. GDOT Grant for Cartersville – Bartow Airport

Dan Porta, Assistant City Manager stated that the Cartersville – Bartow Airport has been approved for a grant of $509,446 for the design of a storm drainage system on the airport, design to relocate the ASOS, taxiway repairs, localizer repair reimbursement and some other needed items. The local match is $42,707.54 and will be paid from Airport Authority Funds. Mr. Porta staed that since this is a grant, the funds will flow through the city and on to the Airport Authority. Mr. Porta recommended approval of the acceptance of this grant and the authorization for the Mayor to sign any and all related documents.

A motion to approve acceptance of this grant and the authorization for the Mayor to sign any and all related documents was made by Council Member Hodge and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 4-0

2. ATCO – CDBG Grant Application Resolution

Bob Jones, Water and Sewer Superintendent stated that this is a Resolution authorizing the City to apply for a Community Development Block Grant. The grant will be for the maximum amount allowed under the program of $500,000. The funds, if approved will be used to partially fund the first of a multiphase plan for replacing water mains in the ATCO Village area. Mr. Jones recommended approval of the Resolution and for the approval to authorize the Mayor to sign any and all related documents.

A motion to approve Resolution No. 05-16 and for the approval to authorize the Mayor to sign any and all related documents was made by Council Member Tonsmeire and seconded by Council Member Tate. Motion carried unanimously. Vote 4-0

Resolution No. 05-16

CITY OF CARTERSVILLE
FY2016 CDBG APPLICATION
RESOLUTION

WHEREAS, the Georgia Department of Community Affairs has established the Community Development Block Grant program to assist cities and counties with improvements to public facilities, economic development, and housing in Georgia, and

WHEREAS, there exists in the City of Cartersville a need to provide water improvements to the City's FY2016 CDBG Target Area,

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council that the City supports the application for FY2016 CDBG funds and that the City will apply for these funds for water improvements in the City's FY2016 CDBG Target Area. The City commits to the $10,000 required cash match for the project, $1,000 cash for the required audits and all additional cash and/or in-kind services needed to complete the project over the grant amount.

BE IT FURTHER RESOLVED that the Mayor is authorized and directed to act as the official representative of the City, to act in connection with the application, to be responsible for compliance with the applicable state and federal requirements of the program, and to provide such additional information as may be required;

BE IT FURTHER RESOLVED that the Mayor is authorized to enter into an agreement for engineering and grant administration services relating to the application and subsequent grant (if funded) and to execute the application and other required documents on behalf of the City including the grant award package (if funded);

BE IT FURTHER RESOLVED that the City commits to own, operate, and maintain all proposed improvements;

BE IT FURTHER RESOLVED that the City hereby adopts the Citizen Participation Plan of the Georgia Department of Community Affairs to ensure public involvement in the CDBG process;

BE IT FURTHER RESOLVED that the City hereby acknowledges that the proposed project is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 170lu (Section 3) and in accordance with the DCA's Section 3 Compliance Plan will to the greatest extent feasible, comply with all Section 3 requirements;

BE IT FURTHER RESOLVED that the City hereby acknowledges that the proposed project is subject to the requirements of Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, Section 104(b)(2) of the Housing and Community Development Act of 1974, as amended, and Section 105(b)(3) of the National Affordable Housing Act of 1990 (NAHA). The City hereby commits to Affirmatively Furthering Fair Housing to the greatest extent feasible.

BE IT FURTHER RESOLVED that the City hereby acknowledges that the proposed project is subject to the requirements of Section 504 of the Rehabilitation Act of 1973, as amended, Title II of the Americans with Disabilities Act of 1990 (ADA), and the Architectural Barriers Act of 1968. The City hereby commits to comply with all Section 504 requirements to the greatest extent feasible.

BE IT FURTHER RESOLVED that the proposed water improvements are in conformance with the City of Cartersville Comprehensive Plan and are not inconsistent with the City's Service Delivery Strategy;

BE IT FURTHER RESOLVED that a true and dedicated commitment has been made to the project for the successful completion of the above improvements for the citizens, especially the City's low-to-moderate income citizens;

BE IT RESOLVED this 18th day of February, 2016.

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

ATTEST:

/s/ Connie Keeling
Connie Keeling
City Clerk

D. Engineering Services

1. Mission Road Sewer Replacement – Phase III

Bob Jones, Water and Sewer Superintendent stated that a request was made to Rindt-McDuff and Associates for design of Phase III of the Mission Road Sewer Replacement Project. This phase of work would replace approximately 1,100 feet of 10-inch clay pipe. RMA was selected because they are the design engineers for Mission Road Sewer Replacement Phase II which was authorized by council on 10/15/2015. Mr. Jones recommended approval to complete all engineering work through construction administration and oversight for a total of $79,750.00.

A motion to approve Rindt – McDuff for engineering services on Mission Road Sewer Replacement Phase III was made by Council Member Tate and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

2. ATCO Water Main Replacement – Phase I Engineering Services

Bob Jones, Water and Sewer Superintendent stated that a request was sent to Stevenson & Palmer Engineering, Inc. for preliminary engineering, design, bid, construction administration and construction oversight for the ATCO Water Main Replacement Project – Phase I. This project will be approximately 50% funded by a CDBG grant in the amount of $500,000. As part of the grant application, a preliminary engineering report is required. Mr. Jones requested that Council approve the preparation of the Preliminary Engineering Report in the amount of $5,000 without condition and that the remaining items (in the amount of $81,772.80) be approved contingent upon award of the CDBG Grant for which he is making application

A motion to approve the $5,000 preliminary engineering as presented and the remainder contingent upon receiving grant funds was made by Council Member Tonsmeire and seconded by Council Member Wren. Motion carried unanimously. Vote 4-0

E. Bid Award/Purchases

1. 6 – inch Ductile Iron Pipe Purchase

Bob Jones, Water and Sewer Superintendent stated that this bid is for the purchase of 1500 feet of 6-inch ductile iron water pipe for various upcoming water main replacement projects with approximately 300 feet of this pipe going to stock. Mr. Jones recommended approval of the low bid from HD Supply in the amount of $17,190.00.

A motion to approve the purchase from HD Supply was made by Council Member Tonsmeire and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

2. Purchase of Power Quality Analyzer for Electric Department

Don Hassebrock, Electric Department Director stated that his department needs to purchase a Power Quality Analyzer to assist with determining electrical issues with the Commercial and Industrial customers. Mr. Hassebrock stated that as the sophistication of the equipment increases this equipment will allow the city to capture and interpret real time data. Mr. Hassebrock recommended approval of the low bid from PMI Power Quality Analyzer in the amount of $8,407.37.

A motion to approve the purchase from PMI Power Quality Analyzer was made by Council Member Tate and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 4-0

3. Vehicle Purchase for Electric Department

Tom Rhinehart, Finance Director stated that bids were solicited for new dump truck for the Electric Department. This truck would replace an existing dump truck that is 12 plus years old and in need of repairs. Mr. Rhinehart stated that bids were placed on the city's website for a two week period and he had only received one bid. After discussing the bid with the garage and electric department Mr. Rhinehart recommended approval to purchase a 4-wheel drive dump truck from Wade Ford, Inc. in the amount of $46,281.00.

A motion to approve the purchase from Wade Ford as recommended was made by Council Member Tonsmeire and seconded by Council Member Wren. Motion carried unanimously. Vote 4-0

Mayor Santini stated that there was 2 items to be added to the agenda. A motion to add the items to the agenda was made by Council Member Tonsmeire and seconded by Council Member Tate. Motion carried unanimously. Vote 4-0

F. Added Item

1. Affordable Care Act

Tom Rhinehart, Finance Director stated that the IRS is requiring employers with 250 employees or more to file IRS Forms 1094-C and 1095-C regarding health insurance coverage.

This is the first year that employers are required to file the information to the IRS. Currently, the city does not have the capability to furnish the forms in the format that is specified by the IRS. As a result, the city is contracting with ShawHankins to complete the reporting requirements. Mr. Rhinehart stated that the cost for this service is approximately $4,500 and recommended approval.

A motion to approve the agreement with ShawHankins was made by Council Member Hodge and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 4-0

2. Sale of Train Caboose to Lake Pointe

Keith Lovell, Assistant City Attorney stated that the Lake Pointe Development in Emerson, GA has asked to purchase the train caboose owned by the City. Mr. Lovell recommended that the caboose be declared surplus and conveyed to Lake Pointe LLC for $10.00; it be removed from the property; and indemnify the city from all environmental claims or claims related to the move.

A motion to approve that the caboose be declared surplus and conveyed to Lake Pointe LLC for $10.00; it be removed from the property; and indemnify the city from all environmental claims or claims related to the move was made by Council Member Tonsmeire and seconded by Council Member Wren. Motion carried unanimously. Vote 4-0

G. Monthly Financial Statement

1. December 2015 Financial Report

Tom Rhinehart, Finance Director presented the December 2014 monthly financial statement with comparisons from the previous year of December 2013 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 December 2015. No action is needed by Council

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

Meeting Adjourned

/s/ ___________________________
Matthew J. Santini
Mayor

ATTEST:

/s/ ______________________________
Connie Keeling
City Clerk