City Council Meeting
10 N. Public Square
November 6, 2014
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: 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; Lori Pruitt, Council Member Ward Six; Sam Grove, City Manager; Connie Keeling, City Clerk and David Archer, City Attorney. Kari Hodge, Council Member Ward One was absent.

II. Regular Agenda

A. Council Meeting Minutes

1. October 16, 2014

A motion to approve the October 16, 2014 City Council Meeting Minutes as presented was made by Council Member Tate and seconded by Council Member Stepp. Motion carried unanimously. Vote 5-0

B. Resolutions

1. Approval of Capital Improvements Element Annual Update and Corresponding Transmittal Resolution

Randy Mannino, Planning and Development Director stated that this is the annual update to the Capital Improvements Element (CIE) of the comprehensive Plan. The update gives the impact fee receipts and expenditures for fiscal year 2014. Mr. Mannino stated that the city is required to hold a public hearing regarding the update and forward it with a transmittal resolution to the Northwest Georgia Regional Commission (RC) and Department of Community Affairs (DCA). After review from the RC and DCA the document will then need to be adopted by the council and sent to the RC and the final version will be distributed for review and comment prior to adoption. Mr. Mannino recommended approval.

Mayor Santini opened the Public Hearing and with no comments Mayor Santini closed the Public Hearing.

A motion to approve Resolution No. 22-14 was made by Council Member Tonsmeire and seconded by Council Member Pruitt. Motion carried unanimously. Vote 5-0

Resolution No. 22-14

TRANSMITTAL RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF CARTERSVILLE, GEORGIA.

<u>Capital Improvements Element</u>

WHEREAS, The City of Cartersville adopted a Capital Improvements Element as an amendment to the *Cartersville Comprehensive Plan*; and

WHEREAS, The City of Cartersville has prepared an Annual Update to the adopted Capital Improvements Element; and

WHEREAS, the Capital Improvements Element Annual Update was prepared in accordance with the "Development Impact Fee Compliance Requirements" and the "Minimum Planning Standards and Procedures for Local Comprehensive Planning" adopted by the Board of Community Affairs pursuant to the Georgia Planning Act of 1989, and a duly advertised Public Hearing was held on November 6, 2014, at 7:00 P.M. in the City Council meeting room at Cartersville City Hall;

BE IT THEREFORE RESOLVED, that the City Council of the City of Cartersville does hereby submit the draft Capital Improvements Element Annual Update to the Northwest Georgia Regional Commission for Regional and State review, as per the requirements of the Development Impact Fee Compliance Requirements.

ADOPTED this the 6th day of November 2014.

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

ATTEST:

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

C. Contracts/Agreements

1. Health Insurance Renewal for 2015

Dan Porta, Assistant City Manager stated that the city had received the health insurance renewal from Cigna for the calendar year 2015 and there will be a 13.8% rate increase. The city insurance claims have been higher than expected and ShawHankins went to the insurance market to see if there were other carriers with better insurance rates, however, several companies declined to quote or did not prove a quote because they were uncompetitive. Only Aetna

Insurance provided a quote and their rates were higher than Cigna. Mr. Porta also stated that due to the higher insurance premiums the city had to increase the deductible but to help offset these additional costs to employees the city offered a Health Reimbursement Account (HRA) where the city would reimburse $1,500 of the employee or $3,000 family member deductible. The HRA has been helpful to employees but has cost the city an average of $180,000 per year under its current format and the city will no longer reimburse this portion of the deductable.

Mr. Porta stated that after the initial renewal - additional changes were suggested for consideration by council:

1 – To increase the copay charges for an Emergency Room Visit from $100.00 to $150.00 or $200.00
2 – Increase in the Prescription Drug copay from $50.00 to $100.00
3 – Increase the copay for Specialty Prescription Drug from $60.00 to 10% up to $200.00.

Scott Hankins came forward to answer any questions from the council. Mr. Porta recommended approval of the insurance renewal with Cigna Insurance but to no longer offer the HRA to city employees.

A motion to approve to approve the renewal and to leave the emergency room copay at $100.00 and make prescription changes across the board and offer a voluntary gap policy from Allstate was made by Council Member Stepp and with no second the motion died.

A motion to approve the renewal with a change to increase the copay for Specialty Prescription Drugs from $60 to 10% up to $200.00 and offer a voluntary gap policy from Allstate was made by Council Member Pruitt and seconded by Council Member Tate. Motion carried unanimously. Vote 5-0

2. Asset Management Software Renewal and Training

Bob Jones, Water and Sewer Superintendent stated that the Water Department uses a software system from SEMS Technologies for asset management and work orders. The annual software user license renewal and Webinar Training subscription is due at a cost of $7,545.00 and Mr. Jones recommended approval.

A motion to approve the contract renewal with SEMS Technologies was made by Council Member Stepp and seconded by Council Member Pruitt. Motion carried unanimously. Vote 5-0

3. Inter-Governmental Agreement – Etowah Area Consolidated Housing Authority

Greg Anderson, Parks and Recreation Director stated that this is an Inter-Governmental Agreement with the Etowah Area Consolidated Housing Authority for the purpose of getting power to the outdoor tennis and basketball lights and updating the electrical system for Matthew

Hill Park. The proposed amount by the Housing Authority is $6,750.00 of which $3,375.00 would be the responsibility of the Parks and Recreation Department. Mr. Anderson recommended approval.

A motion to approve the agreement with the Housing Authority was made by Council Member Stepp and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 5-0

D. Bid Award/Purchases

1. Fountain at Dellinger Park Lake

Greg Anderson, Parks and Recreation Director stated that the 2004 lake fountain has stopped working and is not able to be repaired. Mr. Anderson stated that this unit is necessary to keep a healthy lake, therefore quotes were received from three vendors for the same or similar unit and Mr. Anderson recommended approval of the low bid from Atlantic Fountains in the amount of $7,038.88 which includes control panel, installation, and a 5-year warranty.

A motion to approve the purchase from Atlantic Fountains was made by Council Member Pruitt and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 5-0

2. Senior Aquatics Center – Pool Re-Plastering

Greg Anderson, Parks and Recreation Director stated that bids were sent out and advertised for the Senior Aquatic Center Pool Re-plastering. Seven bids were returned and Mr. Anderson recommended approval of the low bid from Aquatic Consulting and Equipment for an amount not to exceed $13,240.00 which includes the re-plastering, replace existing lane tiles/targets, repairing deck tile, and pressure testing skimmers for leaks.

A motion to approve the repairs for an amount not to exceed $13,240.00 was made by Council Member McDaniel and seconded by Council Member Stepp. Motion carried unanimously. Vote 5-0

3. Transformer Repair for Electric Department

Don Hassebrock, Electric Department Director stated that the department is in need of a spare 2500kVA transformer for the city system. The cost to repair the transformer is $9,718.80 as compared to the cost of a new transformer at approximately $33,000.00. Florida Transformer has been doing the city repair work for over 15 years and is only one of a few companies in the southeast that does repairs on transformers of this size. Mr. Hassebrock stated that the unit will be repaired and will have a three year warranty and recommended approval.

A motion to approve the repairs by Florida Transformer was made by Council Member Stepp and seconded by Council Member Tate. Motion carried unanimously. Vote 5-0

4. 2015 City of Cartersville Calendar – Printing Job

Rebecca Bohlander, Communications and Public Relations stated that bids were requested from local printers for the printing and postage for the 2015 City Calendar. Ms. Bohlander recommended the low bid from New Dimension Graphic Design & Printing for a total cost of $9,325.01.

A motion to approve the low bid from New Dimension Graphic Design & Printing was made by Council Member Pruitt and seconded by Council Member McDaniel. Motion carried unanimously. Vote 5-0

5. Delta Municipal Water Meters

Bob Jones, Water and Sewer Superintendent stated that this bid is to restock various sizes and types of meters prior to cold weather returning. Typically meter failures increase dramatically during cold weather due to damaged or missing meter lids. Mr. Jones stated that Delta Municipal Supply Company is the sole source provider for Neptune meters in Georgia and recommended approval to restock the meters at a cost of $16,507.00.

A motion to approve the purchase from Delta Municipal Supply Company was made by Council Member Stepp and seconded by Council Member Tate. Motion carried unanimously. Vote 5-0

6. Matthews Garage Vehicle Repair

Dan Porta, Assistant City Manager stated that a city vehicle was involved in an automobile accident in September and the repair cost totaled $5,195.87. Mr. Porta stated that since the other party was at fault in this accident, the city insurance company will be seeking reimbursement from the other insurance company and recommended approval of these repairs.

A motion to approve the repairs by Matthews Garage was made by Council Member Stepp and seconded by Council Member Pruitt. Motion carried unanimously. Vote 5-0

7. Vehicles for Electric, Stormwater, Public Works, Finance and Parks and Recreations Departments

Tom Rhinehart, Finance Director stated that several departments are in need of new vehicles. Bid packages were placed on the city's website along with GMA's website for a total of nine trucks to be purchased for five departments. A total of nine vendors submitted bids for the trucks and Mr. Rhinehart recommended approval of the lowest overall bid from Alan Vigil Ford of Morrow, GA for a total cost of $249,865.00.

A motion to approve the vehicle purchases from Alan Vigil Ford was made by Council Member Tonsmeire and seconded by Council Member Pruitt. Motion carried unanimously. Vote 5-0

E. Other

1. Auditor's Management Letter

Tom Rhinehart, Finance Director stated that the auditors engagement letter is a standard document for auditors that states what is expected by both parties and recommended approval for the Mayor, City Manager, and Finance Director to sign the letter as presented.

A motion to approve the Mayor, City Manager, and Finance Director to sign the letter was made by Council Member Stepp and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 5-0

2. Request for Little Free Library

Tara Currier, Downtown Development Authority Director stated that Donna McCue-Carlson approached the DDA several weeks ago about her desire to place a Little Free Library in Founder's Oak Park near the water fountain. Mrs. Carlson and her family are committed to taking full responsibility for the structure including installation, upkeep, and maintenance. Ms. Currier stated that the DDA Board supports the action but did recommend an agreement be drawn up with the city stating that should the Little Free Library ever be found in neglect, the city has the right to remove the structure. Ms. Currier stated the DDA and Historic Preservation Commission have no objections and supported the installation.

A motion to approve the request for the Little Free Library was made by Council Member Stepp and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 5-0

3. Stormwater Management Program Documents

Tommy Sanders, Public Works Director stated that the city is now required to file under NPDES permit for all existing point source discharges of storm water from the small MS4 Phase II. Mr. Sanders stated that there are two documents –

1 – The city's storm water plan
2 – A Notice of Intent

Mr. Sanders stated that he is requesting permission for the Mayor to sign these documents and any related documents that lay out the stormwater program for submittal to the EPD.

A motion to approve the Mayor to sign any and all documents related that lay out the stormwater program for submittal to the EPD was made by Council Member Pruitt and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 5-0

After announcements a motion to adjourn the meeting was made by Council Member Stepp and needing no second. Motion carried unanimously. Vote 5-0

Meeting Adjourned

/s/ ______________________________
Matthew J. Santini
Mayor

ATTEST:

/s/ __________________________________
Connie Keeling
City Clerk