

City Council Meeting  
10 N. Public Square  
January 16, 2014  
6:00 P.M. – Work Session 7:00 P.M.

## **I. Opening Meeting**

Invocation by Council Member Tate

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; 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.

## **II. Regular Agenda**

### **A. Council Meeting Minutes**

#### **1. January 2, 2014**

A motion to approve the January 2, 2014 City Council Meeting Minutes as presented was made by Council Member Tate and seconded by Council Member Hodge. Motion carried unanimously. Vote 6-0

### **B. Presentations**

#### **1. Fiscal Year 2013 Audit Presentation**

Lloyd Williamson from Williamson and Company, the city's external audit firm, presented a brief presentation on the FY2013 audit and included the Comprehensive Annual Financial Report for the year ended June 30, 2013. Mr. Williamson stated that the city had received an "unqualified opinion" (meaning clean audit) for year end June 30, 2013 and the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for FY 2012.

### **C. First Reading of Ordinances**

#### **1. Fire Hydrant Ordinance Revision – Section 9-34**

Scott Carter, Fire Chief stated that this ordinance will enhance the City's ISO Rating, Water Quality and Firefighter safety. It provides for fire hydrants to be coded in compliance with NFPA 291 (National Fire Protection Association) and recommended practices of ISO. Chief Carter recommended approval.

### **NO ACTION REQUIRED**

**Ordinance**  
  
**of the**  
  
**City of Cartersville**  
  
**Ordinance No.**

Now be it and it is hereby ORDAINED by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES CHAPTER 9. FIRE PREVENTION AND PROTECTION. ARTICLE III. FIRE PREVENTION CODE. is hereby amended by adding a new section 9-34 as follows:

**Section 9-34 Fire Hydrant Testing, Maintenance and Identification**

**(a) PURPOSE**

This is to provide a standard system for hydrant color identification and establish a practice of maintenance for fire hydrants within the jurisdiction of the Cartersville Fire Department. This system shall be referenced to AWWA manual M17, *Installation, Field Testing, and Maintenance of Fire Hydrants* and NFPA 291 latest edition or latest referenced section defining Fire Flow Testing and Marking Hydrants.

**(b) POLICY**

1. All hydrants shall be flowed and tested in accordance with approved practices of I.S.O., AWWA and the N.F.P.A. At the conclusion of such a test of the water system it shall determine the GPM flow for that hydrant. Hydrants then will be color coded in the following fashion in accordance NFPA 291:

Barrels: Safety Yellow

Bonnets and Caps: GPM flow 0 to 499 – Safety Red  
GPM flow 500 to 999 – Safety Orange  
GPM flow 1000 to 1499 – Safety Green  
GPM flow 1500 + - Safety Blue  
Out of Service – Safety Yellow

Trim of bonnet: Silver or White Reflective (if available)

*NOTE: Color coding is only descriptive of what the GPM flow was at the time of the last documented test. It in no way guarantees that the hydrant will flow that GPM at the time of an incident and does not take into account any high demands, broken mains, closed valves or other events that could affect the GPM flow. Color coding is only used as a general reference to what the potential flow may be at any given time and citizens and staff shall be aware and prepared for GPM changes.*

2. Special Colors: If a Non-National Standard Thread hydrant is located, caps are to be painted gloss black. All out of serve hydrants shall be solid yellow with no reflective strip until placed in serve or removed. All Private Hydrants are to be painted a solid red barrels, bonnets and caps.

3. Annual flow testing is to be coordinated between the Cartersville Fire Department and Cartersville Water Department.

4. Property public notification will be issued well in advance of any testing or flowing to insure that the public is aware of potential water discoloration.

5. An annual maintenance schedule and visual check program shall be established by Cartersville Fire Department each and every year.

**(c) RECORDING**

1. A system shall be established where all test data is properly recorded within Cartersville Fire Department's record system. All test data shall also be supplied to the Cartersville Water Department.

2. A record of malfunctions, corrections and system changes shall be recorded. This information is to be correct, consistent and transparent between Cartersville Fire Department and Cartersville Water Department.

3. Any malfunctions of the system, while performing work on the system, is to be immediately reported Battalion Chief or Acting B/C. In turn they will insure that the proper water department officials have been notified.

(d) SAFETY

1. Personnel and citizen safety shall maintain a high priority.
2. All fire hydrants are to be opened and closed very slowly to prevent water hammer, line damage and equipment failure.

(e) EFFECTIVE DATE

This Ordinance is effective upon adoption, and all hydrants are to be color coded within thirty (30) days of the adoption of this Ordinance.

2.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia

BE IT AND IT IS HEREBY ORDAINED.

First Reading this the 16<sup>th</sup> day of January 2014.  
ADOPTED this the day of. Second Reading.

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

ATTEST:

/s/ Connie Keeling  
Connie Keeling  
City Clerk

2. Fire Prevention Code Ordinance Revision Sec. 9-27

Mark Hathaway, Fire Marshall stated that this is a housekeeping ordinance revision to bring the current Fire & Life Safety Codes utilized by the City of Cartersville up to the current standards adopted by the State of Georgia Fire Marshal's office on January 1, 2014. Marshall Hathaway recommended approval.

NO ACTION REQUIRED

Ordinance  
of the  
City of Cartersville, Georgia  
Ordinance No.

Now be it and it is hereby ORDAINED by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES CHAPTER 9. FIRE PREVENTION AND PROTECTION. ARTICLE III. FIRE PREVENTION CODE. SECTION 9-27. FIRE CODES ADOPTED. is hereby amended by deleting said section in its entirety and replacing it as follows:

1.

Sec. 9-27. - Fire prevention code.

(a) There is hereby adopted by the city for the purpose of establishing rules and regulations for the alteration and repair of existing buildings and other similar work in the city, the latest edition of the International Fire Code referenced in O.C.G.A. § 8-2-20(9)(B), as adopted and amended from time to time by the state department of community affairs, and the same is incorporated as fully as if set out at length herein. A current copy of said code shall be maintained on file in the office of the city clerk, where it shall be available for public inspection.

(b) The following revisions are hereby made to the International Fire Code:

(1) 101.1: Replace the phrase "NAME OF JURISDICTION" with the phrase "the City of Cartersville, Georgia."

(2) 109.3: Replace the phrase "SPECIFY OFFENSE" with the phrase "violation of the City Code." Replace the phrase "AMOUNT" with the phrase "one thousand dollars (\$1,000)." Replace the phrase "NUMBER OF DAYS" with the phrase "six (6) months."

(3) 111.4: Replace the first instance of the phrase "AMOUNT" with the phrase "one thousand dollars (\$1,000)." Replace the second instance of the phrase "AMOUNT" with the phrase "one thousand dollars (\$1,000)."

(4) The geographic limits referred to in the below sections of the International Fire Code shall be as follows:

(i) 3204.3.1.1 (Geographic limits in which the storage of flammable cryogenic fluids in stationary containers is prohibited): All zoning districts other than L-I and H-I, except as may be approved by the City Fire Marshal as otherwise conforming to the requirements of this Code.

(ii) 3404.2.9.5.1 (Geographic limits in which the storage of Class I and Class II liquids in above-ground tanks outside of buildings is prohibited): All zoning districts other than L-I and L-I, except as may be approved by the City Fire Marshal as otherwise conforming to the requirements of this Code.

(iii) 3406.2.4.4 (Geographic limits in which the storage of Class I and Class II liquids in above-ground tanks is prohibited): All zoning districts other than L-I and L-I, except as may be approved by the City Fire Marshal as otherwise conforming to the requirements of this Code.

(iv) 3804.2 (Geographic limits in which the storage of liquefied petroleum gas is restricted for the protection of heavily populated or congested areas): All zoning districts other than L-I and L-I, except as may be approved by the City Fire Marshal as otherwise conforming to the requirements of this Code.

(v) Throughout the Code replace the words "Fire Official" with "Fire Marshal", and the words "board of appeals", shall mean the "City of Cartersville Board of Zoning Appeals".

(c) *Same—New materials, processes or occupancies which require permits.*

(1) The city manager and the chief of the fire department shall act as a committee to determine and specify, after giving affected persons an opportunity to be heard, any new materials, processes or occupancies, which shall require permits, in addition to those enumerated in said code.

(2) The chief shall post such list in a conspicuous place in such chief's office, and distribute copies thereof to interested persons.

(d) The following revisions are hereby made to the National Fire Code:

(1) Throughout the Code the words “Board of Adjustments and Appeals” shall mean the “City of Cartersville Board of Zoning Appeals” and the words “Fire Official” shall mean “Fire Marshal”.

2.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia.

**BE IT AND IT IS HEREBY ORDAINED.**

**First Reading this the 16<sup>th</sup> day of January 2014.**  
**ADOPTED this the day of. Second Reading.**

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

**ATTEST:**

/s/ Connie Keeling  
Connie Keeling  
City Clerk

**D. Deed of Gift**

**1. Quit Claim Deed for Abandoned Unopened Alley**

Tommy Sanders, Public Works Superintendent stated that this quit claim deed is for an abandoned alley off Porter Street and conveys this property to the adjoining property owner. Mr. Sanders recommended approval for the Mayor signature on all documents.

A motion to approve the Quit Claim Deed and the Mayors signature on all documents was made by Council Member Tate and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0

**E. Contracts/Agreements**

**1. Memorandum of Understanding with Department of Community Affairs**

Tara Currier, DDA Director stated that Cartersville has been a member of the Georgia Main Street Program since 1987. To remain in good standing of the program, both the DDA board and the City must sign a yearly Memorandum of Understanding with the Georgia Department of Community Affairs. Ms. Currier stated that the term of the agreement is through December 31, 2014 and recommended approval.

A motion to approve the Memorandum of Understanding was made by Council Member Tonsmeire and seconded by Council Member McDaniel. Motion carried unanimously. Vote 6-0

**2. Georgia Department of Natural Resources – Contract Amendment**

Greg Anderson, Parks and Recreation Superintendent stated that the Cartersville Parks and Recreation was awarded a Georgia DNR Trails grant for the Etowah River “Blue Trail” at Leake Mounds with agreement being accepted by council on October 20, 2011. Mr. Anderson stated that this contract was amended by council on October 3, 2013 for the purpose of accepting additional grant dollars for the project. Mr. Anderson recommended approval to amend the

contract again with Georgia DNR for the purpose of changing the grant project completion time from December 31, 2013 to December 31, 2014.

A motion to approve the Contract Amendment with the GA Department of Natural Resources was made by Council Member Tate and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0

### **3. Contract with EPD for Water Testing**

Bob Jones, Water Department Superintendent presented an invoice for water quality testing performed by the Department of Natural Resources – Drinking Water Program. Mr. Jones stated that the State laboratory has performed this testing for the City annually and have kept the annual fee the same as last year at \$9,200.00. Mr. Jones stated that this is cheaper than contracting the same analyses with a private lab and has the added benefit of being method compliant for regulatory purposes. Mr. Jones recommended approval.

A motion to approve the Contract with EPD for Water Testing was made by Council Member Stepp and seconded by Council Member McDaniel. Motion carried unanimously. Vote 6-0

## **F. Bid Award/Purchases**

### **1. D & C Inventory Restock 1-2014**

Bob Jones, Water Department Superintendent stated that bids were accepted for materials needed to restock the repair parts inventory for Distribution and Collection. Mr. Jones recommended approval of the low bid from Kendall Municipal at a cost of \$40,194.91.

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

### **2. Main Boom for 2001 Backhoe**

Tom Rhinehart, Finance Director stated that the departments 2001 Backhoe needed the main boom replaced. The cost for the main boom from Franklin Tractor was \$6,988.01 and the work was done by the City Garage. Due to the need for this piece of equipment, the work has been completed on this item. Mr. Rhinehart recommended approval.

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

## **G. Monthly Financial Statement**

### **1. November 2013 Financial Report**

Mr. Tom Rhinehart, Finance Director, presented the November 2013 monthly financial statement with comparisons from the previous year of November 2012 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 November 2013

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

## **Meeting Adjourned**

/s/ \_\_\_\_\_  
Matthew J. Santini  
Mayor

ATTEST:

/s/ \_\_\_\_\_  
Connie Keeling  
City Clerk