

City Council Meeting
10 N. Public Square
March 17, 2011
6:00 P.M. – Work Session 7:00 P.M.

I. Opening Meeting

Invocation by Council Member McDaniel

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; Lindsey McDaniel Council Member Ward Four; Lori Pruitt, Council Member Ward Six; Sam Grove, City Manager; Renee Faunce, Deputy City Clerk and David Archer, City Attorney. Louis Tonsmeire, Sr., Council Member Ward Three; Dianne Tate, Council Member Ward Five; and Connie Keeling, City Clerk were absent.

II. Regular Agenda

A. Council Meeting Minutes

1. March 3, 2011

A motion to approve the March 3, 2011 City Council Meeting Minutes was made by Council Member Hodge and seconded by Council Member Pruitt. Motion carried unanimously. Vote 4-0

B. Second Reading of Ordinances

1. Amendment to Utilities Ordinance Relating to Refunds

City Manager Sam Grove explained this ordinance change is needed to formalize and approve the City's ability to work with customers in regards to overpayment of services and there have been no changes since the first reading.

Ordinance

of the

City of Cartersville, Georgia

Ordinance No. 10-11

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 24. UTILITIES. ARTICLE II. RATES, CHARGES, BILLING AND COLLECTION PROCEDURES. Sections 22-26-24-40. Reserved is hereby amended by deleting said sections in its entirety and replacing it as follows:

1.

Section 24-26 Overpayment, refund or credit.

In all cases of overpayment to the utilities department from whatever cause, the City Manager or designee is authorized to return the overpayment either by refund to the customer or credit to the customer's account.

Reasons for overpayment include but are not limited to meter malfunction, line breaks, meter tampering, lack of occupancy, clerical errors, and computer malfunctions.

Sections 24-27-24-40. Reserved.

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 3rd day of March 2011.

Second Reading and Adoption this the 17th day of March 2011.

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

ATTEST:

/s/ Renee Faunce
Renee Faunce
Deputy City Clerk

A motion to approve Ordinance No. 10-11 on second reading was made by Council Member Pruitt and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

C. Presentations

1. Georgia Department of Transportation Leake Mounds Interpretive Signage

Pamela Baughman, with the Georgia Department of Transportation, presented the Mayor and Council with the plan and designs of the signage that will be placed on the proposed trail/site of the Leake Mounds and Bartow County Green space. The plans and designs were created by the GA DOT and the interpretive signage design team from West Georgia College.

D. Engineering Service

1. Pettit Creek Trail Phase II

Parks and Recreation Director Greg Anderson requested approval of the engineering services of Geo-Hydro Engineering, Inc. The firm will perform pavement evaluation services for the Pettit Creek Trail Phase II.

A motion to approve the recommendation of Mr. Anderson for the above engineering services was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

E. Resolutions

1. Affordable Housing Revolving Loan Fund Policy

Mr. Tom Quist, assistant to the City Manager, explained as part of the CDBG Supplemental Disaster Recovery Fund Grant, we are required to adopt a Revolving Loan Fund Policy to handle program income generated by our project. The Habitat for Humanity will be receiving 0% interest loans that will be repaid to the City as they receive mortgage payments from the sale of the homes. The revolving loan fund will hold these recaptured funds and be re-loaned in the future for similar affordable housing projects.

A motion to approve Resolution No. 04-11 adopting the above policy was made by Council Member Stepp and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

Resolution No. 04-11

WHEREAS, the Mayor and city Council of the City of Cartersville has determined that it is in the best interest and promotes the public's health, safety and general welfare to assist in providing affordable housing;

WHEREAS, to assist in this endeavor the City of Cartersville has applied and will apply for grants and other funding services;

WHEREAS to accomplish this goal it is necessary for the City of Cartersville to establish an Affordable Housing Revolving Loan Fund and adopt policies related thereto.

NOW THEREFORE BE IT RESOLVED by the Mayor and City Council that the City Manager is directed to establish an Affordable Housing Revolving Loan Fund and the Underwriting Policy attached as Exhibit A and incorporated herein by reference is hereby adopted.

BE IT AND IT IS HEREBY RESOLVED this 17th day of March, 2011.

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

ATTEST:

**/s/ Renee Faunce
Renee Faunce
Deputy City Clerk**

2. Application for 2011 CDBG Owner-Occupied Housing Rehabilitation

Mr. Tom Quist, assistant to the City Manager, explained the City staff has begun drafting an application for a Community Development Block Grant (CDBG) for Owner Occupied Housing Rehabilitation. The program is a residential rehabilitation program which provides deferred payment loans to single family, income qualified homeowners who are in need of home repairs involving health and safety issues. Applicants will be required to contribute a small amount to the project cost. Mr. Quist stated there is no match required for this grant and recommended approval of the resolution allowing the process of the application.

A motion to approve Resolution No 05-11 was made by Council Member Hodge and seconded by Council Member Pruitt. Motion carried unanimously. Vote 4-0

Resolution No. 05-11

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS REQUESTING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING IN THE AMOUNT UP TO \$500,000.00 FOR REHABILITATION OF HOMES IN THE NORTH TOWN AREA, WHICH BENEFITS LOW AND MODERATE INCOME FAMILIES.

WHEREAS; The City of Cartersville, is seeking to obtain grant funds to rehabilitate homes in the North Town area; and

Now, Therefore Be It Resolved By the City Council of the City of Cartersville, Herein Referred To As "The Applicant",

- 1. That Matthew J. Santini in his official capacity as Mayor is authorized to execute and file an application on behalf of the Applicant, a city government, with the Georgia Department of Community Affairs;**

2. That the Mayor is authorized to execute and file such applications and assurances or any other documents required by the Georgia Department of Community Affairs;
3. That the Mayor is authorized to execute a grant contract agreement on behalf of the Applicant with the Georgia Department of Community Affairs;
4. That the City of Cartersville while making application to or receiving grant funds from the Georgia Department of Community Affairs will comply with state and federal statutes, regulations, executive orders and administrative mandates as required by said agencies.

APPROVED and ADOPTED this 17th day of March, 2011.

/s/ Matthew J. Santini
Matthew J. Santini
Mayor of Cartersville

ATTEST:

/s/ Renee Faunce
Renee Faunce
Deputy City Clerk

F. Contracts/Agreements

1. Benefit Trust Company

Assistant City Manager Dan Porta stated this is a change in the pension plan trustee services. Mr. Porta recommended approval of the agreement with Benefit Trust Company.

A motion to approve the agreement with Benefit Trust Company as recommended by Mr. Porta was made by Council Member McDaniel and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

2. Georgia Department of Corrections – Contract Revision

Public Works Director Bobby Elliott explained the contract with the Georgia Department of Corrections for a third work crew was written up for a 1 year term but should have been for a 6 month term. The contract has been amended as such. Mr. Elliott recommended approval of the amended contract.

A motion to approve the amended contract was made by Council Member Pruitt and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

3. Stormwater Channel Clearing – Bruce Street to North Erwin Street

Public Works Director Bobby Elliott stated that as part of the on-going efforts to ease flooding within the City, work is being done on the clean-up of a large drainage ditch system that extends from Pettit Creek as far as the Cherokee Place Shopping Center. A segment from Bruce Street to North Erwin Street is in dire need of attention. Mr. Elliott recommended approval of this clean-up in an amount not to exceed \$21,000 dollars. Funding will come from 2007 SPLOST funds.

A motion to approve the clean-up was made by Council Member Stepp and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

G. Bid Award/Purchases

1. Miscellaneous Stormwater Projects

Public Works Director Bobby Elliott reported there are three small stormwater projects that have been in the works for some time. Due to recent flooding conditions the workload has increased preventing the Public Works Department from getting these done. The projects are Woodview Drive curb replacement, Freeman Street storm drain re-location, and Etowah Drive curb installation. We have bid out the labor only on these projects with the City furnishing all materials. The materials will cost approximately \$9,500 dollars. Mr. Elliott recommended the low bid of \$22,974.75 from C.H. Kirkpatrick.

A motion to approve the bid award to C.H. Kirkpatrick was made by Council Member Hodge and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

2. Tennessee Street Water Main Modifications

Assistant Water and Sewer Superintendent Ed Mullinax reported construction modifications need to be made to the existing 6 inch water main along Tennessee Street in the area of the intersection with Highway 41. This work will involve installation of a new fire hydrant and termination of the section of line under Highway 41. Bids were received and Mr. Mullinax recommended the low bid of \$7,225.00 to T.J. Lyle & Co.

A motion to approve the bid award as recommended was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

3. Electrical Work at Water Pollution Control Plant

Assistant Water and Sewer Superintendent Ed Mullinax explained in order to utilize the automated system in the Water Pollution Control Plant, we must upgrade some of the electrical wiring in the plant which also includes rewiring electrical service to a 120HP pump. Bids were received and Mr. Mullinax recommended the low bid to Southern Industrial Contracting Co. in the amount of \$37,945.03.

A motion to approve the bid award as recommended was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

4. Cord for Pump Station

Assistant Water and Sewer Superintendent Ed Mullinax stated the electric cord on the Komatsu waste water pump station has to be replaced. This is a specialty item but we were able to get pricing from two vendors. Mr. Mullinax recommended the purchase from Rome Electric Motor Works, Inc in the amount of \$7,295.79.

A motion to approve the purchase as recommended was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

5. Repair of Gate at Water Pollution Control Plant

Assistant Water and Sewer Superintendent Ed Mullinax reported bids were received for the repair of the front gate at the Wastewater Treatment Plant. Mr. Mullinax recommended approval of the low bid from Controlled Access, Inc in the amount of \$6,200.50. After some discussion among council members, Council decided to approve the second lowest bid from Telenet Systems & Alarm Systems in the amount of \$6,654.00 to support local business.

A motion to approve the bid award to Telenet Systems & Alarm Systems was made by Council Member Stepp and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

6. Repair Lift Pumps in Water Pollution Control Plant

Assistant Water and Sewer Superintendent Ed Mullinax explained there are two screw lift pumps in the wastewater plant that have lost their pumping capacity. These pumps have been in service since 1971. Bids were received and Mr. Mullinax recommended the low bid from Southern Machine and Fabrication Co. Inc. in the amount of \$29,960.00.

A motion to approve the bid award as recommended was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

7. Variable Speed Drive at Water Pollution Control Plant

Assistant Water and Sewer Superintendent Ed Mullinax reported in order to vary the volume of water pumped through the sludge pump at the wastewater plant and the electrical consumption, we need to put in a variable speed drive. This will allow us to optimize its performance. Bids were received and Mr. Mullinax recommended the low bid from Rome Electric Motors in the amount of \$8,348.00.

A motion to approve the bid award as recommended was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

H. Monthly Financial Statement

1. January 2011

Tom Rhinehart, Finance Director, presented the January 2011 monthly financial statement with comparisons from the previous year of January 2010, 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 January 2011.

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

Meeting Adjourned

/s/ _____
Matthew J. Santini
Mayor

ATTEST:

/s/ _____
Renee Faunce
Deputy City Clerk