

**City of Adairsville
Regular Council Meeting
Adairsville Rail Depot/Council Chambers
107 Public Square
Thursday, August 14, 2014 7:00 p.m.**

MINUTES

PRESENT: Mayor Kenneth "KC" Carson
Councilmember Jerry "Alan" Towe
Councilmember Erwin T. Holcomb
Councilmember Lee Castro
Councilmember Alton "Buddy" Bagley

ALSO: Pam Madison, City Manager; Nicole Scoggins, City Clerk; Arnold Gillman, Interim Police Chief; Jamey Cochran, Community Development/Public Works Director

1. Mayor Carson called the meeting to order and welcomed everyone in attendance.
 - A. Councilmember Bagley gave the invocation
2. Mayor Carson led the group in the Pledge of Allegiance to the United States Flag.
3. Councilmember Holcomb made motion to approve the July 10, 2014 Council Meeting.
Councilmember Bagley seconded motion.

Post 1, Towe – Yes	Post 2, Holcomb – Motion, Yes
Post 3, Castro – Yes	Post 4, Bagley – Second, Yes
Motion passes 5-0	

Agenda Item # 1: Councilmember Castro made motion to adopt the City of Adairsville's millage rate for fiscal year 2014 at the rollback rate of 3.631.

This reflects a slight rollback in the tax rate of .009. The City experienced a slight increase in property values based upon the digest received from Bartow County.

The City's five year taxation history was advertised as required by state law in the newspaper on Tuesday, July 29, 2014.

Staff recommends approval of this item.

Councilmember Bagley seconded motion.

Post 1, Towe – Yes

Post 2, Holcomb – Yes

Post 3, Castro – Motion, Yes

Post 4, Bagley – Second, Yes

Motion passes 5-0

Agenda Item # 2: Councilmember Bagley made motion to approve the 2014 mid-year budget amendment.

This item adds \$18,203.00 to expenditures in the Mayor and Council Budget to reflect the increased expense in the Code of Ordinances Codification project and the costs associated with the unanticipated special election.

Additionally, within all other departments it shifts budgeted dollars within those funds to reconcile necessary adjustments to the 2014 adopted budget and previous Council actions.

A year-end budget amendment will be presented in order to further reconcile the budget as necessary and to adopt the 2014 Condemned Drug Fund Budget.

Staff recommends approval of this item.

FISCAL IMPACT:

\$18,203.00 utilizing unanticipated revenues from the motor vehicle revenue fund, as collections is greater than anticipated for 2014. There is no other fiscal impact associated with this item.

Councilmember Towe seconded motion.

Post 1, Towe – Second, Yes

Post 2, Holcomb – Yes

Post 3, Castro – Yes

Post 4, Bagley – Motion, Yes

Motion passes 5-0

Agenda Item # 3: Councilmember Bagley made motion to adopt Resolution # 14-0016 for a referendum election to permit and regulate package sales by retailers of both malt beverages and wine on Sundays.

If more than one-half of the votes cast on the question are for approval of Sunday package sales by retailers, the City of Adairsville may, by appropriate resolution or ordinance, permit and regulate Sunday package sales by retailers of malt beverages and wines.

Staff recommends approval of this item.

FISCAL IMPACT:

The fiscal associated with required advertising will be included in the year-end budget amendment if unable to be absorbed in the department budget.

Councilmember Holcomb seconded motion.

Post 1, Towe – Yes

Post 2, Holcomb – Second, Yes

Post 3, Castro – Yes

Post 4, Bagley – Motion, Yes

Motion passes 5-0

Agenda Item # 4: Councilmember Bagley made motion to adopt Resolution # 14-00017 for a referendum election to determine authorization of the sale of alcoholic beverages for consumption on the premises on Sundays.

If more than one-half of the votes cast on the question are or approval of Sunday sale, the governing authority may by appropriate resolution or ordinance permit or ordinance permit and regulate Sunday sales by licensees.

Staff recommends approval of this item.

FISCAL IMPACT:

The fiscal associated with required advertising will be included in the year-end budget amendment if unable to be absorbed in the department budget.

Councilmember Holcomb seconded motion.

Post 1, Towe – Yes

Post 2, Holcomb – Second, Yes

Post 3, Castro – Yes

Post 4, Bagley – Motion, Yes

Motion passes 5-0

Agenda Item # 5: Councilmember Castro made

A. MOTION TO APPROVE Resolution #2014-0013 establishing the Composition and Appointments to Boards for the City of Adairsville.

B. MOTION TO APPROVE Advisory Board Policies and Application Process.

C. MOTION TO AUTHORIZE the City Manager to contract for required training for members of Advisory Boards, as applicable.

Motion A. Recognizes all of the advisory boards the City has appointments to and allocates appointments of members to the Mayor and Council.

Motion B. Establishes a process and policy, including an application, for persons wishing to serve on the City's advisory boards.

Motion C: Authorizes the City Manager to contract training for members of the City's advisory boards. The NWGRC can provide some of our training at no cost, and the Carl Vinson Institute has training available at reasonable costs for those that need to be handled by contract.

Staff recommends approval of this item.

FISCAL IMPACT:

The fiscal impact associated with the training will be reflected in the year end budget amendment if it is unable to be absorbed within existing operational budgets.

Councilmember Bagley seconded motion.

Post 1, Towe – Yes

Post 2, Holcomb – Yes

Post 3, Castro – Motion, Yes

Post 4, Bagley – Second, Yes

Motion passes 5-0

Agenda Item # 6: Councilmember Bagley made motion to approve Resolution # 14-0014 restating and defining the terms of the Adairsville Development Authority.

The membership of the ADA needs to be reappointed to be consistent with the requirements under Georgia State Law. This item expires all current ADA appointments on September 14th providing for the Mayor and Council to make appointments at the September meeting. Once the members are appointed, training will be provided, if applicable.

Staff recommends approval of this item.

Councilmember Towe seconded motion.

Post 1, Towe – Second, Yes

Post 2, Holcomb – Yes

Post 3, Castro – Yes

Post 4, Bagley – Motion, Yes

Motion passes 5-0

Agenda Item # 7: Councilmember Bagley made motion to approve Resolution # 14-0015 amending the original 1984 resolution declaring the need for a Downtown Development Authority to function in the City of Adairsville.

This action is necessary to amend the original DDA resolution, modifying the DDA map, restating terms of membership and filing this resolution with the Secretary of State's office to replace the original 1984 resolution.

The DDA passed a resolution at the August 5th meeting supporting this resolution.

This item expires all current DDA appointments on September 14th providing for the Mayor and Council to make appointments at the September meeting. Once the members are appointed, training will be provided.

Staff recommends approval of this item.

Councilmember Castro seconded motion.

Post 1, Towe – Yes

Post 2, Holcomb – Yes

Post 3, Castro – Second, Yes

Post 4, Bagley – Motion, Yes

Motion passes 5-0

Agenda Item # 8: Councilmember Bagley made motion to adopt 1st Reading the Historic Preservation Ordinance for the City of Adairsville.

Elements of the 2012 Ordinance passed by the City Council were in conflict with state law. The Northwest Georgia Regional Commission (NWGRC) has assisted in the development of this model ordinance for consideration by the City Council.

Adoption of this ordinance does not designate properties at this time. It sets forth the framework providing for the establishment of the Adairsville Historic Preservation Commission, which will make recommendations to the City Council for design standards, designation of historic properties or historic districts, process for issuance of certificates of appropriateness, establishment of appeals procedure.

The 2nd Reading of the ordinance will be at the September meeting and members of the Historic Commission may be nominated for appointment at that time.

Staff recommends approval of this item.

Councilmember Towe seconded motion.

Post 1, Towe – Second, Yes

Post 2, Holcomb – Yes

Post 3, Castro – Yes

Post 4, Bagley – Motion, Yes

Motion passes 5-0

Agenda Item # 9: Councilmember Holcomb made motion to approve Public Notice on Urban Redevelopment Plan for the GA Highway 140 Corridor including: Restaurants , service

station/convenient stores, bank, a strip commercial area, and other retail sales and service establishments, as well as an industrial area north of the GA Hwy 140.

This proposed urban redevelopment area will be used in conjunction with an Urban Redevelopment Plan that focuses on utilizing all potential local, state, and federal avenues for the redevelopment and revitalization of blighted areas according to O.C.G.A. 36-61-7.

The purpose of this public hearing is to obtain citizen input and comments on the proposed designation of an Urban Redevelopment Area which will encompass the GA Highway 140 Corridor including: Restaurants , service station/convenient stores, bank, a strip commercial area, and other retail sales and service establishments, as well as an industrial area north of the GA Hwy 140.

The notice will published 15 days before September meeting and will be considered at the Council's September 11th meeting after public comments have been received.

Staff recommends approval of this item.

FISCAL IMPACT:

Cost of advertising fee not to exceed \$300.00

Councilmember Bagley seconded motion.

Councilmember Castro stated to void even the appearance of a conflict of interest, as a property owner in the proposed urban redevelopment plan area, will be abstaining on this item.

Post 1, Towe – Yes

Post 2, Holcomb – Motion, Yes

Post 3, Castro – Abstained from item Post 4, Bagley – Second, Yes

Motion passes 4-0

Agenda Item # 10: Councilmember Castro made

A. MOTION TO APPROVE the reorganization of the Public Works and Community Development Department at no additional expense to the general fund.

B. MOTION TO AUTHORIZE the City Manager to amend job descriptions as necessary to implement the reorganization.

MOTION A: This item will separate the community development functions from the public works department. As outlined at the Council Retreat, this proposal along with the development of appropriate policies and procedures and communication of staff expectations will create a more efficient structure to accomplish the Council's objectives in both areas. This

item establishes two additional positions within the water fund, one for water distribution and one for streets. It also reclassifies the part-time position in streets to a full time position, with the costs associated being funded by the gas fund to also be assigned to streets.

While the agreement with the existing lawn service company is not current, the City Manager will put them on notice that in 90 days the City will assume responsibility for the maintenance of the properties they are serving. This provides for ample time for staff to be in place.

MOTION B: Authorizes the City Manager to make changes to the City's job descriptions in order to achieve the reorganization.

Updated organizational charts will be included in the 2015 budget to reflect all staff reassignments that have been approved to-date. For clarification, this item does not include anything related to building code services. This proposal will be fully developed and presented with the 2015 Proposed Budget.

Staff recommends approval of this item.

FISCAL IMPACT:

Funding for this item will be identified in the budgets of the Gas and Water Utilities and will be included in the end year budget amendment.

Councilmember Bagley seconded motion.

Post 1, Towe – Yes

Post 2, Holcomb – Yes

Post 3, Castro – Motion, Yes

Post 4, Bagley – Second, Yes

Motion passes 5-0

Agenda Item # 11: Councilmember Bagley made motion to note for the record the replacement of the air conditioning units at the Rail Depot.

Both air conditioning units at the Rail Depot needed to be replaced as they were no longer cooling.

Staff contacted Weaver Heating and Air, who the City has a service contract with, to receive a proposal for this work. The replacement of both units totaled \$15,924.92.

The City Manager authorized this work on an emergency basis to avoid any damage to the Depot's inventory as the heat was creating moisture in the Depot.

Additionally, while Weaver was here replacing the units, they also performed service at two other locations for no additional charge.

Staff recommends approval of this item.

FISCAL IMPACT:

Funding for this item is included in the Culture and Recreation Budget in both the Building Repairs and Maintenance line and the Depot Expense line.

Councilmember Holcomb seconded motion.

Post 1, Towe – Yes	Post 2, Holcomb – Second, Yes
Post 3, Castro – Yes	Post 4, Bagley – Motion, Yes
Motion passes 5-0	

Agenda Item # 12: Councilmember Towe made motion to authorize staff to enter into a contract with Advanced Electrical Systems for electrical repairs to the gazebo and rail depot in an amount not to exceed \$27,000.00.

The electrical wiring at the gazebo and the depot is in need of repair in advance of The Great Locomotive Chase Festival.

At this time, this work is considered an emergency due to the festival being held in seven weeks. Advanced Electrical and Tankersley & Jackson Associates met staff and reviewed the scope of the project. To-date, the City has only received a bid from Advanced who has assured us the work can be done within a 3-4 week period.

Upon Council approval, staff will issue a notice to proceed immediately.

Staff recommends approval of this item.

FISCAL IMPACT:

While this project was not contemplated in the 2014 budget, funding will be identified and included in the year end budget amendment.

Councilmember Bagley seconded motion.

Post 1, Towe – Motion, Yes	Post 2, Holcomb – Yes
Post 3, Castro – Yes	Post 4, Bagley – Second, Yes
Motion passes 5-0	

Agenda Item # 13: Councilmember Holcomb made

- A. MOTION TO AUTHORIZE** staff to receive bids and proceed with resurfacing of Tennis Courts at Rex Moncus Park.
- B. MOTION TO AUTHORIZE** staff to enter into discussion with Bartow Tigers for the shared use of Rex Moncus Park.

Motion A. The tennis courts are in need of resurfacing. Staff would like to receive bids and move forward with the resurfacing project. Funds are available from a previous land sale adjacent to the property.

Motion B. The City has been approached by the Bartow Tigers to use Rex Moncus Park's baseball field and concession stand for their program. Staff is requesting authorization to begin discussions for shared use of the facility, as it is the City's desire to improve the park for use by the general public as well.

Staff recommends approval of this item.

FISCAL IMPACT:

The proceeds from the sale of property near the Park will be the funding source for the tennis court expenditure. The transfer of those funds will be included in the year end budget amendment.

Councilmember Towe seconded motion.

Post 1, Towe – Second, Yes

Post 3, Castro – Yes

Motion passes 5-0

Post 2, Holcomb – Motion, Yes

Post 4, Bagley – Yes

Agenda Item # 14: Councilmember Holcomb made motion to approve Malt Beverage & Wine Retail Package License application for MAPCO Express, Inc. located at 6434 Joe Frank Harris Parkway; Owner Tonda Waters.

The City of Adairsville Code of Ordinances a background investigation was conducted on the applicant. The purpose of this investigation was to determine if Tonda Waters meet requirements to hold a Malt Beverage and Wine Retail Package License in the City of Adairsville, Georgia.

Upon a review of all paperwork including application, letters of references, and criminal history and verification of said paperwork the applicant appears to be qualified to hold the license.

Staff recommends approval of this item

Councilmember Bagley seconded motion.

Post 1, Towe – Yes

Post 2, Holcomb – Motion, Yes

Post 3, Castro – Yes

Post 4, Bagley – Second, Yes

Motion passes 5-0

Citizens wishing to speak

- Ken Miller
 - Princeton Ave: weeds, brush & mowing needed in this area

Adjournment: 7:51 p.m.

Councilmember Bagley made motion to adjourn; Councilmember Towe seconded motion.

Post 1, Towe – Second, Yes

Post 2, Holcomb – Yes

Post 3, Castro – Yes

Post 4, Bagley – Motion, Yes

Motion passes 4-0

MINUTES ADOPTED:

DATE OF: **09-11-2014**

Kenneth J. Carson, Mayor

Nicole Scoggins, City Clerk