

**City of Adairsville
Regular Council Meeting
Adairsville Rail Depot/Council Chambers
107 Public Square
Thursday, October 9, 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

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 Castro made motion to approve the September 11, 2014 Council Meeting. 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 # 1: Councilmember Bagley made **MOTION TO ADOPT 2ND** Reading of the ISO Fire Hydrant Testing Ordinance for the City of Adairsville.

The purpose of this ordinance is to provide a standard system for hydrant color identification and establish a practice of maintenance for fire hydrants within the service area of the Bartow County Fire Department, which includes the incorporated areas in this City. These provisions shall incorporate by reference the American Water Works Association (AWWA) manual M17, Installation, Field Testing, and Maintenance of Fire Hydrants”.

Bartow County Fire Department as well as the City's water system both recommend a regular program of testing and maintenance of fire hydrants, as well as marking them for ready identification of their capacity.

Staff recommends approval of this item.

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 # 2: Councilmember Bagley made **MOTION TO APPROVE** Evan King for appointment to the Adairsville Development Authority as nominated by Councilmember Erwin Holcomb.

Mr. King submitted his application and meets the qualifications of the position. Councilmember Erwin Holcomb nominates him to the Adairsville Development Authority for a two year term. This position is currently vacant.

Staff recommends approval of this item.

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 # 3: Councilmember Holcomb made **MOTION TO ADOPT** Resolution #14-0021 certifying the need for changes to certain city streets in the area from Lawrence to McKenzie Circle in order to create a better flow of traffic and protect the health, safety, and welfare of the residents of the City.

In February 2014, staff brought forward a discussion to review modifications to city streets in the residential area from Lawrence Street to McKenzie Circle.

On May 22, 2014 staff held a public meeting to review the proposal with residents and hear any suggestions.

On July 10, 2014 the Council approved the proposal and staff has been working on obtaining the necessary easements, understand notification requirements etc. The attached resolution

provides a slight modification to the original proposal, but feels it continue to accomplish the original goal.

The proposal will:

- Dead end Bruce Street at Ripley and provide for an appropriate turn around without impacting personal property, now that the necessary easement has been obtained. Signs and temporary structures will be in place by the end of the month, as well as appropriate notice to 911. Permanent structures will be in place once all utility improvements and associated paving are completed, which area scheduled for the first quarter of 2015.
- One way Lawrence Street and Ripley Street as previously recommended.
- The City has enough ROW to create a wide enough turn for buses going into the one way at Ripley without securing additional ROW.
- CHANGE: Keep Casey Street open instead of providing a dead end at Casey and Cline. There is not enough space to provide for the appropriate turnaround necessary at a dead end road.
- CHANGE: Keep Cline Street a two-way street, instead of creating a one way and placing the appropriate “turn only” signs at each end to provide notice to vehicular traffic of the one way situation on Lawrence and Ripley.

The proposed changes do not impact the traffic concerns expressed by the residents and should not create additional traffic for Casey or Cline. Staff has notified the homeowner at the end of Casey and Cline where the other dead end was going to be placed that it will remain open.

Additionally, both police department and public works staff will continue to monitor the area to see if these changes remedy the concerns raised by the resident. If not, we can revisit the Casey and Cline Street proposals.

The Bartow County Road Department Director recommends these actions be handled through resolution in order to track through public records.

Staff recommends approval of this item.

ATTACHMENT:

- Resolution #14-0021

Councilmember Bagley seconded motion.

Post 1, Towe – Yes

Post 3, Castro – Yes

Post 2, Holcomb – Motion, Yes

Post 4, Bagley – Second, Yes

Motion passes 5-0

Agenda Item # 4: Councilmember Holcomb made **MOTION TO AUTHORIZE** the City Manager to enter in to an agreement with Rindt-McDuff Associates, Inc. for a Stormwater Plan for the City.

Rindt-McDuff will provide the City with a Stormwater Plan which includes a system inventory, a system map and a classifications report in order to begin the implementation phase of improvements in the City.

These improvements will be able to be merged into the capital planning that is being developed by City Staff in an effort to have stormwater related issues resolved as part of the comprehensive approach discussed and directed at the Council retreat.

Staff recommends approval of this item.

The \$20,000 for this item is included in the 2014 Adopted Budget in the 2014 SPLOST Fund.

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 # 5: Councilmember Bagley made

A. MOTION TO APPROVE surplus of two “retired” Crown Victoria Police Cars, one Public Works Ford Explorer, 1986 Ford F-700 Dump Truck, 1987 Ford F-3150 Truck with Dump Bed and multiple obsolete pieces of equipment and authorize staff to auction or dispose of as necessary.

B. MOTION TO AUTHORIZE staff to deposit proceeds from the surplus cars into a vehicle replacement fund.

Motion A: The police cars listed below are no longer able to be repaired due to the difficulty of finding parts due to their age and the fact that these cars are no longer being manufactured. It will cost more to repair the Ford Explorer than its current blue book value.

- 2004 Crown Victoria VIN# 2FAFP71W94X143639
- 2009 Crown Victoria VIN# 2FAHP71V19X124543
- 1998 Ford Explorer VIN # 1FMZU34X6WUC80878
- 1986 Ford F-700 Dump Truck VIN# 1EDNF70HXGVA38637

- 1987 Ford F-350 Truck with Dump Bed VIN# 1FDKF3715HNA88268
- Sewer Machine – Sewer Equipment of America, Rockford Power Train Engine, Serial #838504
- Ferris Lawnmower – Kohler Magnum M20
- Lincoln Arc Welder – Serial #K770279183
- CH&E Water Pump, Briggs & Stratton Engine Model #5303W – Serial #P11933
- Komatsu PW60 – Ditch Cleaner – Model #PW60-3, Serial #2233
- Old Grain or Milling Pump with Motor

Motion B: This item allows for the creation of a vehicle/equipment replacement line within the general fund budget for proceeds from items purchased with general fund dollars.

Proceeds from seized items will be deposited into the condemned drug fund, consistent with state law.

Staff recommends approval of this item.

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 # 6: Councilmember Towe made **MOTION TO ENTER** Agreement with Signature Court for 25,000 to resurface tennis courts at Rex Moncus Park.

Motion died for lack of a second.

Councilmember Castro made **MOTION TO TABLE** Agenda Item # 6.

Motion died for lack of a second.

Agenda Item # 7: Councilmember Bagley made **MOTION TO AUTHORIZE** the City Manager to enter into an agreement with a firm to provide Parks Consulting and Master Planning services.

At the Council retreat the need for a firm to provide consulting and master planning for City parks was discussed as a priority. As part of this contract, staff will request a survey be developed in order to receive input in the planning process.

Staff recommends approval of this item.

The \$25,000 for this item is included in the 2014 Adopted Budget in the 2014 SPLOST Fund.

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

A. MOTION TO APPROVE the sole source designation of Corrosion Complete Southeast for the City of Adairsville to complete the required Atmospheric Corrosion Survey and meter painting of entire Gas System.

B. MOTION TO AUTHORIZE the City Manager to enter into an agreement with Corrosion Complete Southeast for services in an amount not to exceed \$30,000.00

Each operator must inspect each pipeline or portion of pipeline that is exposed to the atmosphere for evidence of atmospheric corrosion at least once every three calendar years, but with intervals not exceeding 39 months. The atmospheric corrosion survey must be completed by January 2015 in order to stay in compliance, but was not specifically included in the 2014 Adopted Budget. Upon completion of the last atmospheric corrosion survey approximately 60% of the meters stilled needed to be painted. Staff recommends having the meters in the entire system painted, while the survey is being conducted. This will be more efficient and cost effective.

Staff conducted an extensive search for companies available to do this in the Northwest Georgia area, including consulting with other utility operators. Staff could find only two companies who offer this service and only received a response from one. The estimated cost to complete this service is \$30,000.

Staff recommends approval of this item.

Partial funding for this item is available in the outside services line of the Gas Fund. The remainder will be identified and included in the end year budget amendment.

Councilmember Towe expressed concern about this item not being done in house, quality of the paint and whether city employees would be moonlighting. He also wanted assurances that the outsource company would be responsible for any damages incurred to private homes.

Councilmember Castro seconded motion.

Post 1, Towe – No

Post 2, Holcomb – Yes

Post 3, Castro – Second, Yes

Post 4, Bagley – Motion, Yes

Motion passes 4-1

Agenda Item # 9: Councilmember Holcomb made **MOTION TO ADOPT** Resolution # 2014-0020, as amended, establishing the Utility Collections Process and Fee structure associated with the City's gas, water and wastewater utilities.

The City operates gas, water and wastewater utilities with rates and fees being established by the City Council.

The attached resolution formally establishes the fees associated with collections, i.e. deposits, late fees etc. as they exist today by practice. This also provides the City Manager and Utility Manager with the ability to allow for payments arrangements of fees associated with collections on a case by case basis.

The September action inadvertently excluded sewer tap fees, the amended resolution accurately reflects those charges.

Staff recommends approval of this item.

ATTACHMENT: Resolution #2014-0020 (Amended)

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 # 10: Councilmember Bagley made **MOTION TO AUTHORIZE** the City Manager to designate a Health Benefits Consultant for the City following the competitive process.

The City has not competitively procured health insurance broker services for quite some time. Staff posted a two week Request for Proposals (RFP) solicitation, which ends on October 16th. The advertised RFP includes the solicitation document, as well as scoring sheet.

The City Clerk, Finance Assistant and the City Manager will serve as the evaluation committee to evaluate the most qualified firm with the most competitive rates for the City. The City Manager will enter into an agreement in order for plan design and pricing to commence.

Staff recommends approval of this item.

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 # 11: Councilmember Holcomb made **MOTION TO APPROVE** Resolution #14-0022 adopting the Urban Redevelopment Plan for the GA Highway 140 Corridor.

In early 2014, the City Council approved the first resolution establishing the need for the Urban Redevelopment Plan.

In September, 2014 the Council formally adopted the Plan, but did not adopt the required resolution. The Plan was adopted meeting all of the requirements of the DCA, however, the lack of a resolution as an oversight.

This item clearly adopts by formal Resolution the Urban Redevelopment Plan for the GA Highway 140 Corridor.

Staff will work with NWGRC to finalize the application to the State. Once the Planning Commission is fully seated, training will occur and the Planning Commission will be tasked with the implementation of the action plan included in the URP.

Staff recommends approval of this item.

ATTACHMENTS:

- Resolution #14-0022 with attachment

Councilmember Castro abstained from item

Councilmember Bagley seconded motion.

Post 1, Towe – Yes

Post 2, Holcomb – Motion, Yes

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

Motion passes 5-0

Agenda Item # 12: Councilmember Bagley made **MOTION TO ACCEPT** donation of a replica of The Trimble House by Mr. and Mrs. Brown for display at the Rail Depot.

Mr. Brown approached the San Souci to donate a replica of a painting of The Trimble House residence, which was originally built in 1840. It was home to the Wade Family and was used as a hospital for soldiers during the Civil War. This was on display at the Rail Depot during the Locomotive Festival.

Staff recommends approval of this item.

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 # 13: Councilmember Bagley made **MOTION TO APPROVE** Resolution #14-0023 relating to a modification of the final Plat for the Village of Adares, previously approved by the Planning Commission in 2007, excluding Lot 97, with certain contingencies.

The 2007 Planning Commission approved the final plat for the Village of Adares, recorded in Plat Book 68, Pages 128-131. This plat approval included variances to the setback provisions in the zoning ordinance, as well as the homeowner's association maintaining ownership of the roads in perpetuity.

The Owner/Developer, Iron Mountain Ventures, LLC requested the City review and approve the plat modification. City staff has reviewed and the plat continues to meet all of the provisions of the original plat, with the exception of modifying the legal descriptions to reduce the common area and increase the size of the individual lots for ownership.

The Owner/Developer has agreed to the following contingencies:

- Provide a copy of the HOA incorporation documents as required by ordinance.
- Require language to be added to the plat regarding private roads as required by the ordinance
- Require language regarding road ownership to be added to the deeds of conveyance as required by the ordinance
- Provide a housing location plan at the time of permitting for each parcel

While the Planning Commission has not been seated, the City Attorney has agreed the Council has the authority to approve this plat, after appropriate review by staff. Staff has reviewed this modification request against the original plat, and agrees it does not substantially change the

development for any impacts to infrastructure or resources, and recommends approval of this item.

ATTACHMENT:

- Resolution #14-0023

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 # 14: Councilmember Bagley **MOTION TO AUTHORIZE** the City Manager to receive bids for the remaining roofs previously damaged and enter into an agreement for repairs to be completed.

The City received monies for roof repair or replacement and there are four buildings that have not yet been completed are:

- Water Treatment Plant
- Old Courthouse
- Power Building
- Log Town Restroom Building

The most pressing is the Water Treatment Plant as we have been experiencing leaks with the recent rain. Staff is in the process of receiving bids for reroofing of the Water Treatment Plant and the Old Courthouse. We are hoping to proceed with those in the next week or so.

The timing of the log town buildings will be evaluated as part of the overall project and building structure, prior to soliciting bids.

Staff recommends approval of this item.

Funding for this item is included in the 2009 insurance reimbursement. If there is a price difference, a funding source will be identified and will be included in the year end budget amendment.

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

Citizens wishing to speak

- **Mickey Ward**
 - Thank you for adding track lights on Mural
- **George Hayes**
 - Would like Council to revisit tennis court item
- **Darlene Payne**
 - Thank you to Council on Road Closure
- **Friendship Baptist**
 - Thank you to police department quick response to alarm system avoiding potential burglary

Executive Session: 7:27 p.m. – Personnel/Potential litigation

Councilmember Bagley made motion to go into Executive Session; 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

Return from Executive Session: 8:05 p.m. – No action/No vote

Councilmember Bagley made motion to adjourn; 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

Adjournment: 8:06 p.m.

Councilmember Bagley made motion to adjourn; 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

MINUTES ADOPTED:

DATE OF: **11-13-2014**

Kenneth J. Carson, Mayor

Nicole Scoggins, City Clerk