

City Council Meeting
10 N. Public Square
August 6, 2020
6:00 P.M. – Work Session
7:00 P.M. – Council Meeting

I. OPENING MEETING

Invocation by Council Member Cooley

Pledge of Allegiance led by Council Member Roth

The City Council met in Regular Session with Matt Santini, Mayor presiding and the following present: Jayce Stepp, Council Member Ward Two Cary Roth, Council Member Ward Three; Calvin Cooley Council Member Ward Four; Gary Fox, Council Member Ward Five; Tamara Brock, City Manager; Meredith Ulmer, City Clerk and Keith Lovell, Assistant City Attorney.

Via Phone: Kari Hodge, Council Member Ward One
Absent: Taff Wren, Council Member Ward Six

II. REGULAR MEETING

A. APPOINTMENTS

1. Swearing in of City Clerk

Meredith Ulmer, previous City Clerk read the Clerk Oath and swore in new City Clerk, Julia Drake.

A motion to approve the appointment of Julia Drake as City Clerk was made by Council Member Fox and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0

B. COUNCIL MEETING MINUTES

1. July 16, 2020

The minutes have been recommended for your approval for the meeting July 16, 2020.

A motion to approve the meeting minutes from July 16, 2020 was made by Council Member Cooley and seconded by Council Member Fox. Motion carried unanimously. Vote: 5-0

C. PUBLIC HEARING – 2nd READING OF ZONING/ANNEXATION REQUESTS

1. Z20-02 Rezoning 0.91 +/- Acres, 1220 Hwy 113, from O-C to G-C

Randy Mannino, Planning and Development Department Head, stated the applicant requests the rezoning of 0.91 +/- acres from O-C (Office Commercial) to G-C (General Commercial) at 1220 Hwy 113, for the location of a new veterinary clinic. Veterinary clinics are not allowed in the O-C zoning district. The site is the former location of the City's Fire Station #3 and is surrounded by commercial land uses including auto repair, storage rental, restaurant, and commercial services. Planning Commission recommends approval 6-0.

The property was properly posted and all adjacent property owners were notified.

The Mayor opened the floor for a public hearing for anyone who wishes to speak for or against Z20-02.

Mr. Lee Perkins of 327 E. Main Street came forward to answer any questions.

Public hearing was closed.

A motion to approve Z20-02 was made by Council Member Stepp and seconded by Council Member Fox. Motion carried unanimously. Vote: 5-0

A copy of the plat is attached as Exhibit A.

Ordinance
of the
City of Cartersville, Georgia
Ordinance No. 19-20
Petition No. Z20-02

NOW BE IT AND IT IS HEREBY ORDAINED by the Mayor and City Council of the City of Cartersville, Georgia, that all that certain tract of land owned by Lisa C. Walker. Property is located 1220 Hwy 113 (C036-0002-003). Said property contains 0.91 acres located in the 4th District, 3rd Section, Land Lot 633 as shown on the attached plat Exhibit "A". Property is hereby rezoned from O-C (Office Commercial) to G-C (General Commercial). Zoning will be duly noted on the official zoning map of the City of Cartersville, Georgia.

BE IT AND IT IS HEREBY ORDAINED.

First Reading this 16th day of July 2020.
ADOPTED this the day of August 6, 2020. Second Reading.

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

ATTEST:

Julia Drake
/s/ **Julia Drake**
City Clerk



D. OTHER

1. Quit Claim Deed Release for 313 Jackson St.

Randy Mannino stated the home at 313 Jackson Street was purchased as part of the "First Time Homebuyers Program". The applicant, Sebastian Holley, has fulfilled his obligation of five years of ownership as set forth in the program. He has requested the Quit Claim Deed release (see attached) at this time in order to sell said property.

This is a standard process and since the applicant has fulfilled his obligation, staff recommends your approval to authorize said release.

A motion to approve Quit Claim Deed Release for 313 Jackson St. was made by

Council Member Cooley and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0

2. Annual Assessment for Membership in the Northwest Georgia Regional Commission

Tamara Brock, City Manager, stated this is the annual dues requested for membership and participation in the Northwest Georgia Regional Commission. The total is \$21,760 for fiscal year July 1, 2020 through June 30, 2021.

A motion to approve the Annual Assessment for Membership in the Northwest Georgia Regional Commission was made by Council Member Fox and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0

E. RESOLUTIONS

1. CARES Act Grant Funding

Ms. Brock stated the acceptance of this resolution would authorize the execution of the Coronavirus Relief Fund (CRF) terms and conditions agreement and the acceptance of grant payments. The resolution will also serve to direct and authorize the person identified as the official representative or designee of the City to act in connection with the grant application.

A motion to approve CARES Act Grant Funding was made by Council Member Fox and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0

RESOLUTION NO: 2020-07

A RESOLUTION OF THE CITY OF CARTERSVILLE TO AUTHORIZE THE EXECUTION OF THE CORONAVIRUS RELIEF FUND (CRF) TERMS AND CONDITIONS AGREEMENT; TO AUTHORIZE THE ACCEPTANCE OF GRANT PAYMENTS, INCLUDING ALL UNDERSTANDINGS AND ASSURANCES CONTAINED WITHIN SUCH AGREEMENT; TO DIRECT AND AUTHORIZE THE PERSON IDENTIFIED AS THE OFFICIAL REPRESENTATIVE OF THE CITY, OR THE DESIGNEE OF THE CITY TO ACT IN CONNECTION WITH THE GRANT APPLICATION; AND TO PROVIDE SUCH ADDITIONAL INFORMATION AS MAY BE REQUIRED.

WHEREAS, in an effort to mitigate the effects of COVID-19, the United States government has made available grant funding through the Coronavirus Relief Fund (CRF) to the State of Georgia, which was established within Section 601 of the Social Security Act, as added by Section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act); and

WHEREAS, Governor Brian P. Kemp has authorized the sharing of CRF allocations and disbursements in a phased, measure approach with local governments across the State of Georgia;

WHEREAS, Governor Kemp has acknowledged the critical need that such CRF funding be released to local governments experiencing immediate need as quickly as possible and has directed the Governor's Office of Planning and Budget (OPB) to coordinate with local governments to achieve allocation and disbursement of such CRF funding;

WHEREAS, OPB has created and will administer a grant management system, Georgia CARFS, which local governments, including the City shall utilize in order to received allocations and disbursements of CRF funding; and

WHEREAS, the OPB and the State of Georgia, require formal, official action of the City governing authority so that the CRF funding may be disbursed to the City;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF CARTERSVILLE, GEORGIA:

Section 1. Execution of Coronavirus Relief Fund (CRF) Terms and Conditions. The Mayor and Council hereby authorize the execution, delivery, and performance of the Coronavirus Relief Fund (CRF) Terms and Conditions (Agreement) in substantially the form attached hereto as a composite Exhibit A and the acceptance of payments, including all understandings and assurances contained herein.

Section 2. Other Actions Authorized. The City hereby directs and authorizes the Mayor of the City of Cartersville or the designee of the Mayor to act in connection with the Grant application and to provide such additional information as may be required by OPB, federal, or state government.

Section 3. City Attorney. The City, by and through its governing authority, hereby acknowledges that it has had its legal counsel review the Agreement and that the members of the governing authority itself have reviewed the Agreement and further acknowledge that any rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of the Agreement.

Section 4. Repealer. All motions, orders, ordinances, bylaws, resolutions, and parts thereof inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed as reviving any motion, order, ordinance, bylaw, resolution, or part thereof.

Section 5. Effective Date; Severability. This resolution shall become effective immediately, and should the Agreement have been executed by the Mayor or designee before the effective date of this resolution, then this resolution shall stand as an official act of the governing authority of the City approving of such execution of the Agreement. If any section, paragraph, clause, or provision hereof be held invalid or unenforceable, the invalidity or unenforceability thereof shall not affect the remaining provisions hereof.

PASSED, ADOPTED, SIGNED, APPROVED, and EFFECTIVE this 6 day of August, 2020.

ATTEST:


Julia Drake, City Clerk
City of Cartersville, Georgia


Matthew J. Santini, Mayor
City of Cartersville, Georgia



F. GRANT APPLICATION/ACCEPTANCE

1. Local Maintenance Improvement Grant (LMIG)

Tommy Sanders, Public Works Department Head, stated Public Works is seeking permission for the Mayor to sign the GDOT FY2021 Local Maintenance Improvement Grant (LMIG) cover letter and any grant application related documents. We are proposing to resurface 4.23 miles of city streets, which includes Center Road, Martin Luther King Jr Drive, Anderson Street, Pittman Street, Ford Street and Walnut Grove Road.

The grant amount this year is \$252,241.77 and the estimated cost of the project is \$740,000. The balance will come from 2020 SPLOST Road, Streets, Sidewalks, Bridges and Stormwater Improvements Category.

This grant requires a 30% local match, and this is a budgeted item. We recommend approval of this grant application.

A motion to approve Local Maintenance Improvement Grant (LMIG) was made by Council Member Roth and seconded by Council Member Fox. Motion carried unanimously. Vote 5-0

G. CONTRACTS/AGREEMENTS

1. Contract Renewals

Tom Gilliam, Parks and Recreation Department Head, stated this item includes the renewal contracts for Parks and Rec Program Providers. The contracts for each of the listed providers are attached for your reference. The list below includes their program and the percentage of revenue that will be given back to the City:

- 1) Belle Femme USA LLC (Yoga) - 30% if class held at a City facility and 10% if class held at their facility.
- 2) Cartersville Senior Fit (Silver Sneakers) - 10%
- 3) Elite Athletics Inc (Baseball - Ages 3-7; Clinics; Camps; Girls Softball League) - 20%
- 4) Halftime Sports (Basketball; Clinics; Camps) - 20%
- 5) N GA Rec (Lacrosse League; Clinics; Camps; Flag Football League; General and Sport Specific Camps; Girls Field Hockey) - 10%
- 6) Top Shelf Food and Beverage Management LLC (Concessions) - 15%
- 7) WIRE2WIRE Running LLC (Running and Running Related Program Services) - 25%

Motion to approve the Contract Renewals was made by Council Member Fox and seconded by Council Member Cooley. Motion carried unanimously. Vote: 5-0

2. Traffic Signal Maintenance Agreement

Derek Hampton, Electric Department Head, stated this maintenance would include an annual inspection as well as routine and emergency repairs as needed. We are recommending an agreement with the City of Rome who has a department with certified technicians dedicated to traffic signal operations. If an event occurs where the proper operation of our traffic signals is called into question, we will be able to show that properly trained and certified technicians are maintaining our systems, and that annual inspections are being completed.

These inspections and maintenance expenses will be paid from the Electric Department Traffic Signal Maintenance fund, and are a budgeted expense.

The contract has been reviewed and approved by the City's attorney and the Assistant City Manager.

Motion to approve the Traffic Signal Maintenance Agreement was made by Council Member Roth and was seconded by Council Member Fox. Motion carried unanimously. Vote: 5-0

H. BID AWARD/PURCHASE

1. ESRI Annual GIS Maintenance

Dan Porta, Assistant City Manager, stated this request is for software maintenance/software subscription from ERSI. The ESRI products are used daily for utility mapping, GIS analysis, as well as online utility service requests. Renewal of this software maintenance is recommended.

A motion to approve ESRI Annual GIS Maintenance was made by Council Member Cooley and seconded by Council Member Stepp. Motion carried unanimously. Vote 5-0

2. USIS Invoice

Mr. Porta stated USIS is the third party administrator that processes workers compensation claims for the city. The annual cost for this service is \$10,147.50 and is recommended for your approval.

A motion to approve this the USIS invoice was made by Council Member Roth and seconded by Council Member Cooley. Motion carried unanimously. Vote: 5-0

3. Fire Station 4 Repair

Mark Hathaway, Fire Marshal, stated the requested approval of a budgeted repair project for Cartersville Fire Station 4. This repair will remove and replace asphalt ruts that have developed going around the exterior of the building. We will remove a strip that is approximately 17 feet wide x 120 feet long. We will repair the area with concrete that is 6" deep, made of 4000-PSI concrete with fiberglass. We feel that this will make a permeant solution for an area that receives heavy truck traffic each day. Cartersville Public Works will make the repairs. An independent contractor will replace the gate loop in the road surface once it cures. Our concrete cost estimate is \$6000.00 and the gate loop install estimate is \$3880.00, for a total projection of \$9880.00.

Because of potential unknowns when we excavate, we are requesting an amount up to but not to exceed \$12,000.00 for this project. This is below our budgeted amount for this repair. We thank you in advance for any positive consideration.

A motion to approve Fire Station 4 Repair was made by Council Member Roth and seconded by Council Member Stepp. Motion carried unanimously. Vote: 5-0

4. D&C Restock 1.5 and 2.0 inch Meters

Bob Jones, Water Department Head, stated the Distribution and Collection Office (D&C) needs to restock 1.5-inch and 2.0-inch commercial meters. Delta Municipal is the Neptune distributor for Georgia and thus a sole source provider. The cost for the needed meters is \$12,660.00. I recommend approval of this purchase.

A motion to approve D&C Restock 1.5 and 2.0 Meters was made by Council Member Roth and seconded by Council Member Fox. Motion carried unanimously. Vote: 5-0

5. EPD Drinking Water Laboratory Annual Testing

Mr. Jones stated the attached invoice is for water quality testing performed by the Department of Natural Resources Environmental Protection Division (EPD) Drinking Water Program. The EPD laboratory has performed this testing annually for the City for years. The fee is based on the population served by a water system and has been \$9,200 for the past seven years. Using the EPD laboratory has the benefit of streamlined reporting and being 100 % method compliant.

Mr. Jones recommends payment of the attached invoice and authorization to contract with EPD for drinking water analysis for the period 7/1/2020 to 6/30/2021.

A motion to approve EPD Drinking Water Laboratory Annual Testing was made by Council Member Roth and seconded by Council Member Fox. Motion carried unanimously. Vote: 5-0

6. WPCP Kenworth Truck Repair

Mr. Jones stated the Water Pollution Control Plant (WPCP) uses two semi-tractor trucks to haul bio-solids for agricultural land application. Our 1998 Kenworth has developed a significant oil leak underneath the timing cover on the front of the engine. The City Garage has provided the attached quote from Matthews Garage for the repair. Additionally, Bill Trott with the City Garage has recommended requesting an additional \$3,000 over the quote amount to deal with any unforeseen issues.

Mr. Jones respectively request a not to exceed authorization of \$12,000 for the truck repair.

A motion to approve WPCP Kenworth Truck Repair was made by Council Member Cooley and seconded by Council Member Stepp. Motion carried unanimously. Vote 5-0

I. EASEMENTS

1. Rogers Station Water Main – Jim Allen Easement

Mr. Jones stated the Cartersville Water Department is seeking a utility easement for a water main across the property of Jim Allen near the intersection of Cassville Road and Iron Belt Road (easement shown in red on attached drawing). The easement will allow for a change in the water main alignment from the original design to eliminate two bores under Iron Belt Road and shorten another bore under Cassville Road. The reduced length of bored water main installation allows for a savings of \$15,300.00 from the construction contract. Other advantages of the revised alignment are ease of construction, improved access for future maintenance, and avoidance of the possible need to relocate the water main in the future for widening of Iron Belt Road or construction of intersection improvements at Cassville Road. The redesign also allows the avoidance of obtaining two other separate easements required for the original design.

The property owners have agreed to an easement price of \$15,000. This is a budgeted item in the Rogers Station Water Main Replacement Project. Mr. Jones recommends approval to purchase

the easement for the stated price.

A motion to approve Rogers Station Water Main – Jim Allen Easement was made by Council Member Cooley and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0

J. CHANGE ORDER

1. Rogers Station Water Main Replacement – Change Order 1

Mr. Jones stated the Council approved the Rogers Station Water Main Replacement Project on October 17, 2019. The project consists of the replacement of a hodgepodge of small diameter galvanized water mains dating back to the 1950's. It will install approximately 2,000 linear feet of 12-inch main, 6,400 linear feet of 8-inch main and 800 linear feet of new 2-inch PVC main. Additionally, the project will add fifteen (15) badly needed fire hydrants, which do not currently exist due to undersized mains.

Construction began on the project in February 2020. The contractor, K. M. Davis, is requesting a contract extension of 90 days due to extremely wet weather and COVID-19 related delays that were not anticipated when the project was bid. This change order, if approved, will extend the date of completion from 7/25/2020 to 10/23/2020. There is no increase to the contract amount of the project.

Mr. Jones recommend approval of this change order.

A motion to approve Rogers Station Water Main Replacement – Change Order 1 was made by Council Member Fox and seconded by Council Member Roth. Motion carried unanimously. Vote: 5-0

K. OTHER

1. Cartersville Business Improvement District Millage Rate Set at 1.279 Mills for 2020

Tom Rhinehart, Finance Department Head, stated the Cartersville Business Improvement District (BID) is made up of the Downtown Cartersville Business District. These business owners have been self-assessing a property tax for many years to raise funds for use in the downtown area. The Downtown Development Authority (DDA) works with the local businesses to use the funds to improve the downtown area. The DDA Board requests the City Council approval of their recommended BID's property tax millage of 1.279 mills for 2020. This is the rollback rate. I recommend approval of the Cartersville Business Improvement District property tax millage of 1.279 mills for 2020.

This is a first reading and no vote is required.

2. Cartersville School System 2020 Millage Rate Set at 14.576 Mills

Mr. Rhinehart stated the Cartersville City School System has recommended to their Board to keep the millage rate the same as the 2019 millage rate of 14.576 mills. The proposed 2020 millage rate of 14.576 mills is considered to be above the 2020 rollback rate of 12.964 mills. As a result, the city and the city school board are required to hold three public hearings for the public to voice their opinions about the proposed tax increase. The City Council approves the School Board's recommended tax millage rate for city residents where the Cartersville City School System uses all the property taxes collected. I recommend approval of the Cartersville City School System property tax millage rate of 14.576 mills for 2020.

This is a first reading and does not require a vote.

The millage rate public hearings will be on the following dates:

1st Hearing: Thursday, August 13, 2020 at 5:00 P.M.

2nd Hearing: Thursday, August 20, 2020 at 8:00 A.M.

3rd Hearing: Thursday, August 20, 2020 at 7:00 P.M.

3. City of Cartersville M&O Millage Rate set at 2.91 Mills for 2020

Mr. Rhinehart stated the property taxes received from the Cartersville M&O property tax collections are used for the general city government operations, which include police, fire, recreation, public works, etc. The proposed 2020 millage rate of 2.910 mills is the rollback rate. I recommend approval of the Cartersville M&O property tax millage rate of 2.910 mills for 2020.

This is a first reading and does not require a vote.

4. GO Parks & Recreation Property Tax Millage Rate Set at 0.728 Mills

Mr. Rhinehart stated the citizens of Cartersville approved a referendum in November of 2014 authorizing the city to issue bonds to be used to pay for renovations and improvements to the parks and recreation buildings and properties. The bonds were issued with a ten-year payback period. In order to make the scheduled bond payments, the city is assessing a property tax millage of 0.728 mills (below the 2020-rollback rate of .77 mills) for 2020, also approved by the citizens. The millage rate for this will fluctuate over the ten years and will need to be set with a millage large enough to cover the semi-annual bond payments. I recommend approval of the Cartersville GO Parks and Recreation Bond tax millage rate of 0.728 mills for 2020.

This is a first reading and does not require a vote.

L. MONTHLY FINANCIAL STATEMENT

1. May 2020 Financial Report

Mr. Rhinehart came forward to go over the financial funds comparing May 2019 to May 2020.

City Council then went into closed session for the purposes of Personnel.

Close session was adjourned. Council Member Hodge left the meeting.

A motion to adjourn the meeting was made by Council Member Roth and needing no second. Motion carried unanimously. Vote 4-0

Meeting Adjourned

/s/ 
Matthew J. Santini
Mayor

ATTEST:

/s/ 
Julia Drake
City Clerk

