



City of Jasper
 200 Burnt Mountain Road
 Jasper, GA 30143
 MINUTES | REGULAR COUNCIL MEETING
 Monday, February 3, 2025, 6:00 PM

MEMBERS PRESENT
 Mayor Kirk Raffield
 Dr. Folsom Proctor
 John Foust
 Jim Looney
 Anne Sneve
 Brandon Hannah

STAFF
 Brandon Douglas
 Kim Goldener
 Lindsey Williams
 Matt Dawkins
 Mary Elizabeth Burgess
 Elizabeth Brundige

GUESTS IN ATTENDANCE
 See Attachment A

MEMBERS ABSENT

LEGAL COUNSEL
 David Syfan

PRESS
 Mari Livsey – Know Pickens
 Angela Reinhardt – Pickens Progress

AGENDA ITEM: Call Meeting to Order/Invocation/Pledge of Allegiance	PRESENTER: Mayor Kirk Raffield
Mayor Raffield called the meeting to order. Mayor Raffield called on Councilmember Brandon Hannah to confirm a quorum was present. Mayor Raffield provided the Invocation. Mayor Raffield called on Councilmember Anne Sneve to lead the Pledge of Allegiance.	
ACTION ITEMS	PERSON RESPONSIBLE
N/A	N/A
	DEADLINE
	N/A

AGENDA ITEM: Appoint Deputy City Manager as City Clerk for the 02.03.2025 Meeting	PRESENTER: Mayor Kirk Raffield
CONCLUSION: Mayor Raffield called for a motion to appoint Deputy City Manager as City Clerk for the 02.03.2025 meeting. Councilmember Anne Sneve made a motion to approve. Councilmember Dr. Folsom Proctor provided a second. The motion to approve passed unanimously.	
ACTION ITEMS	PERSON RESPONSIBLE
Approved	N/A
	DEADLINE
	N/A

AGENDA ITEM: Adopt Agenda	PRESENTER: Mayor Kirk Raffield
Discussion: Request was made to amend the agenda to hear New Business Items #6 through #10 for Event Applications out of sequential order and be heard at the beginning of the agenda following the Consent Agenda.	
Conclusion: Mayor Raffield called for a motion to adopt the amended agenda. Councilmember Jim Looney made a motion to approve. Councilmember Anne Sneve provided a second. The motion to approve passed unanimously.	
<i>* For clarification for the video recording of this meeting: New Business Items #6 through #10 were heard at the beginning of the agenda followed by New Business Items #1 through #5, then #11 and #12.</i>	
ACTION ITEMS	PERSON RESPONSIBLE
Approved	N/A
	DEADLINE
	N/A

AGENDA ITEM: Presentation	PRESENTER: Mayor Kirk Raffield
Presentation: Presented a Proclamation to the Optimist Club	
ACTION ITEMS	PERSON RESPONSIBLE
N/A	N/A
	DEADLINE
	N/A

AGENDA ITEM: Public Comments		PRESENTER: Mayor Kirk Raffield
1. Samuel Sly – East Sellers Street, Jasper, GA 30143 – Stated that he witnessed the Planning Commission Meeting and doesn't feel that the requests were ostentatious and would approve if in the position.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: Public Hearing – New Business		PRESENTER: Mary Elizabeth Burgess – Planning & Development Director and Elizabeth Brundige - Planner
Public Hearing – Opened at 6:09pm		
1. Ballew Drive - Variance 2. 109 James Drive - Sign Variance 3. 109 James Drive – Dumpster Variance		
Public Hearing – Closed @ 6:34pm		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: Consent Agenda		PRESENTER: Mayor Kirk Raffield
1. Minutes from 01.06.2025 Regular Council Meeting 2. Minutes from 01.23.2025 Work Session Meeting 3. Approval of Ordinance No. 2025-02 for modification of Ordinance No. 2025-01 pertaining to the 2025 Municipal Elections 4. Approval of Resolution No. 2025-02 for the adoption of the Hazard Mitigation Plan		
Conclusion:		
Mayor Raffield called for a motion to approve the consent agenda. Councilmember Jim Looney made a motion to approve. Councilmember Anne Sneve provided a second. The motion passed unanimously.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Elizabeth Brundige - Planner
#1 Consideration of Ordinance No. 2025-03 for the Request for Variance to Zoning Ordinance Sec. 94-51 Accessory Uses and Structures (e) for 11 Ballew Drive North made by William and Crystal Cleland.		
Discussion: Applicants and owners William and Crystal Cleland request a variance from Sec. 94-51 Accessory Uses and Structures (e) to allow a detached garage to be located in the front yard closer to the street than their residence. The subject property consists of approximately 2.71 acres zoned R-1 Low Density Single-Family Residential located at 11 Ballew Drive North.		
Planning Commission Recommendation: Voted 4-0 to recommend approval of the variance per staff's recommendation.		
Conclusion:		
Mayor Raffield called for a motion to approve Ordinance No. 2025-03 for the Request for Variance to Zoning Ordinance Sec. 94-51 Accessory Uses and Structures (e) for 11 Ballew Drive North made by William and Crystal Cleland. Councilmember John Foust made a motion to approve. Councilmember Jim Looney provided a second. The motion passed unanimously.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Mary Elizabeth Burgess - Planning & Development Director
<p>#2 Consideration of Ordinance No. 2025-04 for the Request for Variance from Sign Ordinance Secs 95-17(b)(3)(a)(2) and (4) to exceed the number of signs per elevation and the number of signed elevations for a Longhorn Steakhouse Restaurant located at 109 James Drive.</p>		
<p>Discussion: The applicant, David Mikel, on behalf of owner Gateway Crossing Jasper, LLC, requests a variance from Secs. 95-17(b)(3)(a)(2) and (4) to exceed the number of signs per elevation and the number of signed elevations for a Longhorn Steakhouse restaurant. The request will increase the allowed number of signs from two (2) signs to four (4) signs. The subject property consists of approximately 1.97 acres zoned C-2 General Commercial located at 109 James Drive.</p> <p>Planning Commission Recommendation: No recommendation due to a tie vote.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion to approve Ordinance No. 2025-04 for the Request for Variance from Sign Ordinance Secs 95-17(b)(3)(a)(2) and (4) to exceed the number of signs per elevation and the number of signed elevations for a Longhorn Steakhouse Restaurant located at 109 James Drive. Councilmember Dr. Folsom Proctor made a motion to approve. Councilmember Jim Looney provided a second. The motion passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Mary Elizabeth Burgess - Planning & Development Director
<p>#3 Consideration of Ordinance No. 2025-05 Request for Variance from Zoning Ordinance Sec. 94-157 Dumpsters (d) to locate a dumpster in the front yard of the subject property for Longhorn Steakhouse Restaurant located at 109 James Drive.</p>		
<p>Discussion: The applicant, Foresite Group, on behalf of owner Gateway Crossing Jasper, LLC, requests a variance from City of Jasper Zoning Ordinance Sec. 94-157 Dumpsters (d) to locate a dumpster in the front yard of the subject property which is being developed with a Longhorn Steakhouse. The subject property consists of approximately 1.97 acres zoned C-2 General Commercial located at 109 James Drive.</p> <p>Planning Commission Recommendation: Voted to recommend approval of the variance.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion to Ordinance No. 2025-05 Request for Variance from Zoning Ordinance Sec. 94-157 Dumpsters (d) to locate a dumpster in the front yard of the subject property for Longhorn Steakhouse Restaurant located at 109 James Drive. Councilmember Brandon Hannah made a motion to approve. Councilmember John Foust provided a second. The motion passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Brandon Douglas – City Manager
<p>#4 Consideration & Approval of Fire Department’s Technology Needs – Laptop Computers</p>		
<p>Discussion: JFD has recently had several laptop computers fail. These computers are mounted in our apparatus and provide access to the CAD system and our RMS system. This is an item that was originally requested as a capital project to begin replacing the existing laptops. Unfortunately, this item had to be cut. The department's original intention was to replace the existing laptops in increments matching the manner we replace SCBA units and other expensive equipment items. Faced with multiple units failing prior to being able to replace the units, JFD needs to take action. JFD is requesting approval to purchase seven laptops to replace the existing laptops. This will place a laptop on all our response apparatus and both the Fire Marshal and Assistant Chief vehicles.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion to approve the request to purchase laptops through ProLogic ITS not to exceed \$36,000. Councilmember Brandon Hannah made a motion to approve. Councilmember Anne Sneve provided a second. The motion passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Brandon Douglas – City Manager
#5 Consideration & Approval of Bond modification - lot split - Liberty Lane		
<p>Discussion: As you may recall, the City had begun the process of moving forward with the development of the 2nd fire station at the cabin along Liberty Lane. Per consultation with legal, it would be appropriate and necessary to split the lot (elevated water tank away from cabin and future bays) so that the 2nd fire station would not be on the same property as the water asset. Due to the provision in the bond documents from 2020 (when we consolidated and refunded our existing bond debt) there is a provision that requires authorization/approval of removing any collateral (which would be the case w/ splitting the lot). As such, we approached the DDA during their meeting on 1.27.25 to seek their "approval" for signatures and we would be seeking Council's approval as well so as to execute any and all documents required to complete this task.</p> <p>Conclusion: Mayor Raffield called for a motion to approve the Bond Modification for the Lot Split on Liberty Lane. Councilmember Jim Looney made a motion to approve. Councilmember John Foust provided a second. The motion passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Kim Goldener – Deputy City Manager
#6 Consideration & Approval of Downtown Live Schedule of Events and Event Application		
<p>Discussion: Downtown Live is back for 2025! This very popular Saturday afternoon/evening event that is organized by our Downtown Development Authority will return for these proposed dates in 2025:</p> <ul style="list-style-type: none"> *Saturday, May 10th *Saturday, June 14th *Saturday, July 12th *Saturday, August 9th <p>This event brings live music and a variety of retail and food/beverage vendors to N and S Main Street. A very popular kids' zone is traditionally set up in the S Main Street block.</p> <p>Staff had previously requested the approval of three (3) events, however, after speaking with the DDA, staff recommends approval of the four (4) events as presented.</p> <p>Conclusion: Mayor Raffield called for a motion to approve the Downtown Live Schedule of Events and Event Application as presented to include four (4) events. Councilmember Dr. Folsom Proctor made a motion to approve. Councilmember Brandon Hannah provided a second. The motion passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Kim Goldener – Deputy City Manager
#7 Consideration & Approval of Marble Fest Event Application		
<p>Discussion: Raise your hand if you attended last year's Georgia Marble Festival - it returns for its 43rd year this October to Lee Newton Park and the streets of Downtown the week of October 4th and 5th!</p> <p>The Pickens County Chamber of Commerce is the organizer of this "marble-ous" event. The festival occurs 10A - 5P on Saturday 10-4 and 10A - 4P on Sunday 10-5, with the Parade through Downtown on Saturday 10-4. The Parade stages along Stegall Drive and heads south on Main Street using our traditional parade route. We have discussed with the Chamber the possibility of modifying that parade route slightly by heading straight on Stegall up through Stegall Station, and then turning right on Main, which would allow us to keep the Mark Whitfield and N Main Street open via DB Carrol St.</p> <p>This allows any vehicles that come through Jasper the ability to turn around. We did test this route at the Veteran's Day Parade last November and it worked well.</p> <p>**The Marble Festival 5K is organized by the Jasper United Methodist Church, and staff will invite them to an upcoming Council meeting to celebrate the 5K.</p>		

Conclusion:		
Mayor Raffield called for a motion to approve the Georgia Marble Festival and Parade Event Application. Councilmember Anne Sneve made a motion to approve. Councilmember Dr. Folsom Proctor provided a second. The motion passed unanimously.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Kim Goldener – Deputy City Manager
#8 Consideration & Approval of Farmer’s Market Event Application		
Discussion: The Farmers Market is back for the 2025 season in Lee Newton Park! They'll be kicking off the season on Saturday, April 5th starting at 7:30AM, and will add Wednesday sessions between 11AM - 1PM during the summer months (6-18-25 through 8-27-25). The Market will adjust their Saturday hours to 9AM - 12noon starting October 11th through the grand finale on December 13th.		
There is one proposed "off week" for the Market, and that is the Saturday that Marble Festival falls on (10-4-25). This popular event is held in the park and ride lot on the east side of the creek.		
Jenny Fellenbaum is here this evening to answer any questions you may have about the Farmers Market.		
Conclusion:		
Mayor Raffield called for a motion to approve the Farmer’s Market Event Application. Councilmember Jim Looney made a motion to approve. Councilmember Dr. Folsom Proctor provided a second. The motion passed unanimously.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Kim Goldener – Deputy City Manager
#9 Consideration & Approval of 2025 Art Walk Event Application		
Discussion: Art Walk is back for 2025! This very popular Friday evening event that is organized by PACA (Pickens Arts & Cultural Alliance) and spearheaded by Angela Reinhardt, will return for 2 events in 2025:		
*Friday, May 16th		
*Friday, September 12 th		
This event places artists of all types in "host" businesses along Main Street. There are musical ensembles located in various green spaces along the route, along with activities for kids and families. Visitors stroll along Main Street visiting each host business for an opportunity to look at what the artist has brought.		
Ms. Angela Reinhardt handed out the annual report for PACA. This would be the 4th year of the Art Walk Events. She also introduced PACA’s new admin, Ms. Mindy Marshall.		
Conclusion:		
Mayor Raffield called for a motion to approve the 2025 Art Walk Event Application. Councilmember Brandon Hannah made a motion to approve. Councilmember John Foust provided a second. The motion passed unanimously.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Kim Goldener – Deputy City Manager
#10 Consideration & Approval of the 515 Cornhole Event Application		
Discussion: Who is ready for Cornhole?! Michael and Melissa Jordan are the masterminds of 515 Cornhole for the Spring Session – this very popular Thursday evening event brings team cornhole play to the block of Mark Whitfield Street between Stegall Dr and SR 53/W Church Street between 6PM and 10-10:30PM.		
The Spring Session will begin Thursday, March 20th and will run approximately 8 weeks. There are usually a couple of weeks between sessions, and practice play is offered on these off weeks. Our Public Works staff provides road closure equipment (signs/barricades) on Thursday afternoons and picks up the equipment on Fridays. Cornhole has proved to be a hit on Thursday evenings in Jasper. Last year, Public Safety required a call on Thursday afternoons to confirm that there would be play that evening so all shifts would be aware of the road closure.		

While 515 Cornhole does provide an event application for every session of cornhole, we wanted to bring the Spring Session before Council for anyone that may not be familiar with it. Staff plans to process future session applications internally.

Melissa Jordan was present to answer any questions.

Conclusion:

Mayor Raffield called for a motion to approve the 515 Cornhole Event Application. Councilmember Jim Looney made a motion to approve. Councilmember Anne Sneve provided a second. The motion passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business

PRESENTER: Kim Goldener – Deputy City Manager

#11 Consideration & Approval of emergency water line repairs Hobson Drive

Discussion: Last year, Pickens County experienced damage to their stormwater culvert crossing on Hobson Drive, just west of Daisy Lane. Temporary measures were put in place to keep the roadway open and the creek flowing; however, we've been notified that Pickens County is proceeding with a permanent fix to the bridge that will require our water main to be relocated while their contractor is constructing the new headwall.

We received construction plans last week from the County's Engineer - EXP, and Charles has met with Kirk Anderson with the County onsite to discuss their plans, as well as possible solutions for the City regarding our water main. We have a couple of potential routes we can take, one being a temporary relocation to keep our customers in service, while the county does their work. We are also looking at a potential route to feed the customers on Hobson Dr by another main on a different street. We have discussed this work with one contractor so far, and the estimated price is \$40,000 - \$45,000.

The County intends to start this work in March or early April and all affected utilities must be out of the way before they start work. We understand that the County may have received some grant funding to proceed with this work. While we have approached the County on whether there may be some funding available to assist the utilities with relocation, please note that Hobson Drive is Pickens County right of way, and as a utility owner with facilities located in the right of way, we are responsible for moving our facilities when there is cause for it.

We will need to finalize our plans and bring a contractor on board quickly in order to meet the County's schedule. Staff requests Council authorization to proceed with the necessary relocation work in an amount not to exceed \$60,000, in order to account for any contingencies.

Conclusion:

Mayor Raffield called for a motion to approve the relocation of the City's water main on Hobson Drive with an amount not to exceed \$60,000. Councilmember Anne Sneve made a motion to approve. Councilmember Brandon Hannah provided a second. The motion passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business

PRESENTER: Mayor Kirk Raffield

#12 Consideration & Approval of Planning and Zoning Appointments (2)

Discussion: As you may recall we received the resignation of Cassie Rasco, and a request from Joanna Kearns to step down from the Planning and Zoning Commission. We advertised an opening and received 4 candidates for consideration. Mayor Raffield recommended to the Council the appointments of Chris DeMaio and Samuel Sly to the Planning Commission. Mr. Chris DeMaio will be replacing Ms. Cassie Rasco and Mr. Samuel Sly will be replacing Ms. Joanna Kearns.

Conclusion:

Mayor Raffield called for a motion to approve the appointment of Mr. Chris DeMaio to replace Ms. Cassie Rasco. Councilmember Jim Looney made a motion to approve. Councilmember Brandon Hannah provided a second. The motion passed unanimously.

Mayor Raffield called for a motion to approve the appointment of Mr. Samuel Sly to replace Ms. Joanna Kearns. Councilmember Anne Sneve made a motion to approve. Councilmember Jim Looney provided a second. The motion passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: Executive Session		PRESENTER: Mayor Kirk Raffield
<p>Discussion: Mayor Raffield called for a motion to go into Executive Session @ 7:33pm for discussion of Legal and Real Estate. Councilmember John Foust made a motion to go into Executive Session. Councilmember Anne Sneve provided a second. The motion passed unanimously.</p> <p>Mayor Raffield made a motion to end Executive Session @ 8:07pm and go back into council session. Councilmember Brandon Hannah made a motion and Councilmember John Foust provided a second. Motion passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: Adjourn		PRESENTER: Mayor Kirk Raffield
<p>Discussion: Mayor Raffield called for a motion to adjourn @ 8:07pm. Councilmember John Foust made a motion to approve. Councilmember Brandon Hannah provided a second. The motion to approve passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Adjourn	N/A	N/A



 Mayor, Kirk D. Raffield



 City Clerk, Lorrie Waters



