



City of Jasper
 200 Burnt Mountain Road
 Jasper, GA 30143
 MINUTES | WORK SESSION
 Thursday, May 30, 2024, 6:00 PM

MEMBERS PRESENT
 Mayor Kirk Raffield
 Dr. Folsom C. Proctor, III –
 via zoom
 John Foust @ 6:06pm
 Jim Looney
 Anne Sneve

STAFF
 Lorrie Waters
 Kim Goldener
 Lindsey Williams
 John Sherrer
 Andrew Collins

GUESTS IN ATTENDANCE

MEMBERS ABSENT
 Brandon Hannah

LEGAL COUNSEL
 David Syfan – via Zoom

PRESS
 Mari Livsey – KnowPickens
 Dan Pool – 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 Council to verify that a quorum was present. Councilmember Jim Looney confirmed that a quorum was present.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	N/A	N/A

AGENDA ITEM: Adopt Agenda	PRESENTER: Mayor Kirk Raffield	
CONCLUSION: Mayor Raffield called for a motion to adopt the agenda. Councilmember Jim Looney made a motion to approve. Councilmember Anne Sneve provided a second. The motion to approve passed unanimously.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: Presentation Only Item #1	PRESENTER: Kim Goldener – Assistant City Manager	
Presentation: Annexation and Rezoning of Parcel 053A 092 located at 490 Liberty Lane consisting of 0.84 acres from County's HB (Highway Business to City M-1 (General Industry)).		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: Presentation Only Item #2	PRESENTER: Kim Goldener – Assistant City Manager	
Presentation: Rezoning of Parcel JA03 040 at 852 Pioneer Rd consisting of .089 acres from R-1 (Low Density Residential) to M-1 (General Industry).		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: Presentation Only Item #3	PRESENTER: Mary Elizabeth Burgess – Planning and Development Director	
Presentation: Rezoning of Parcel JA03 041 located on Frontier Rd consisting of 4 acres from R-1 (Low Density Residential) to M-1 (General Industry).		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: IV Alcohol License Request		PRESENTER: Lindsey Williams – Finance Director	
<p>Discussion: Ms. Williams provided information pertaining to an alcohol license application. Staff is recommending approval with the contingency that the applicant obtain their Certificate of Occupancy prior to issuing the alcohol license.</p> <p>Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No</p> <p>Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No</p> <p>Move to Consent Agenda? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Moved to Regular Council Meeting on 06/03/2024	N/A	N/A	

AGENDA ITEM: V Software & Agreements (a.) Brycer (Compliance Engine Software)		PRESENTER: John Sherrer – Fire Chief	
<p>Discussion: Discussed the need for this software platform and how it would be utilized by the Fire Marshal’s office to maintain compliance for fire safety features in commercial structures within the City of Jasper</p> <p>Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No</p> <p>Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No</p> <p>Move to Consent Agenda? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Moved to Consent Agenda on 06/03/2024	N/A	N/A	

AGENDA ITEM: V Software & Agreements (b.) Lexipol and Rescue 1 Academy Agreement		PRESENTER: John Sherrer – Fire Chief	
<p>Discussion: Discussed the request to utilize a software platform called Rescue 1 Academy from Lexipol. This software allows the training officer to develop, track, and deliver training for staff.</p> <p>Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No</p> <p>Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No</p> <p>Move to Consent Agenda? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Moved to Consent Agenda on 06/03/2024	N/A	N/A	

AGENDA ITEM: VI Downtown Bathroom Update		PRESENTER: Andrew Collins – Utilities Director	
<p>Discussion: Mr. Collins discussed the necessary preparations needed prior to the delivery of the Downtown Bathrooms Unit which is expected on June 20, 2024. He received a limited number of quotes due the time constraints on the project due to the delivery of the unit. Staff recommended the acceptance of the quote from T. Stanco in the amount of \$33,485.00 for the pad preparation, service connections, and updating of the sidewalk along DB Carrol Street.</p> <p>Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No</p> <p>Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No</p> <p>Move to Consent Agenda? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Moved to Regular Council Meeting on 06/03/2024	N/A	N/A	

AGENDA ITEM: VII City Manager’s Office Updates		PRESENTER: Brandon Douglas – City Manager Kim Goldener – Assistant City Manager	
<p>Discussion: Ms. Goldener discussed the Roadway Pavement Condition Survey with Infrastructure Management Services (IMS). This service will ensure that the City has an accurate mileage count for all roadways under City maintenance responsibility, as well as be able to create a meaningful roadway condition and rehabilitation database. Staff recommends the implementation of a partnership with Infrastructure Management Services (IMS).</p>			

Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No		
Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No		
Move to Consent Agenda? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Moved to Regular Council Meeting on 06/03/2024	N/A	N/A

AGENDA ITEM: VII City Manager’s Office Updates		PRESENTER: Brandon Douglas – City Manager Kim Goldener – Assistant City Manager
Discussion: Ms. Goldener discussed the 2024 application to the Georgia Department of Transportation’s “Transportation Alternatives Program” (TAP) for funding assistance for new right of way improvements (sidewalk, utilities and drainage system upgrades) along N Main St between Chambers St and Burton St. The City has been awarded funding in the amount of \$1,651,000 for the preliminary engineering, construction of sidewalk, and upgrades to the water and stormwater utilities. The council is requested to consider approval of the City’s 20% matching portion of the 2024 GDOT TAP Grant ward for the right of way improvements along N Main Street.		
Additional Information Needed? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No		
Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No		
Move to Consent Agenda? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Moved to Regular Council Meeting on 06/03/2024	N/A	N/A

AGENDA ITEM: VII City Manager’s Office Updates		PRESENTER: Brandon Douglas – City Manager Kim Goldener – Assistant City Manager
Discussion: Mr. Douglas provided information on the Main Street Program and their application and resolutions requirements.		
Additional Information Needed? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No		
Advance to the regular council meeting? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No		
Move to Consent Agenda? <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Moved to Regular Council Meeting on 06/03/2024	N/A	N/A

AGENDA ITEM: Executive Session – Real Estate/Legal		PRESENTER: Mayor Kirk Raffield
Discussion:		
Conclusion: Mayor Raffield called for a motion to move into Executive Session @ 6:37pm. Councilmember Anne Sneve made a motion to approve. Councilmember John Foust provided a second. The motion passed.		
Mayor Raffield called for a motion to end the Executive Session @ 7:05pm. Councilmember Jim Looney made a motion to end the Executive Session. Councilmember Anne Sneve provided a second. The motion passed.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: Adjourn		PRESENTER: Mayor Kirk Raffield
Discussion:		
Conclusion: Mayor Raffield called for a motion to adjourn. Councilmember Anne Sneve made a motion to approve. Councilmember John Foust provided a second. The motion to passed.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Adjourn	N/A	N/A


 Mayor, Kirk D. Raffield


 City Clerk, Lorrie Waters



