



**City of Jasper**  
**200 Burnt Mountain Road**  
**Jasper, GA 30143**  
 MINUTES | REGULAR COUNCIL MEETING  
 Monday, August 5, 6:00 PM

**MEMBERS PRESENT**

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

**STAFF**

Brandon Douglas  
 Kim Goldener  
 Lorrie Waters  
 Mike Davis  
 John Sherrer  
 Ian Norton  
 Mary Elizabeth Burgess

**GUESTS IN ATTENDANCE**

Gina Johnson  
 Samuel Sly  
 Brannon Moss  
 Ben Mock  
 Jason Hutson

**MEMBERS ABSENT**

**LEGAL COUNSEL**

David Syfan

**PRESS**

Mari Livsey – KnowPickens  
 Angela Reinhardt – Pickens Progress

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|---|---------------------------------------|
| <b>AGENDA ITEM:</b> Call Meeting to Order/Invocation/Pledge of Allegiance   | <b>PRESENTER:</b> Mayor Kirk Raffield |
| Mayor Raffield called the meeting to order. Mayor Raffield called on Councilmember Dr. Folsom Proctor to confirm a quorum was present. Mayor Raffield called on Mr. Ben Mock to provide the Invocation. Mayor Raffield called on Councilmember Jim Looney led the Pledge of Allegiance. |                                       |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>             |
| None  | N/A                                   |
|   | <b>DEADLINE</b>                       |
|   | N/A                                   |

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|---|---------------------------------------|
| <b>AGENDA ITEM:</b> Adopt Agenda  | <b>PRESENTER:</b> Mayor Kirk Raffield |
| <b>Discussion:</b> Mayor Raffield discussed the amended agenda to include New Business Item #1 – Discussion on potential agreements for city owned property being utilized by community organizations.  |                                       |
| <b>CONCLUSION:</b>  |                                       |
| Mayor Raffield called for a motion to adopt the amended agenda. Councilmember John Foust made a motion to approve. Councilmember Brandon Hannah provided a second. The motion to approve passed 5 to 0. |                                       |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>             |
| Approved  | N/A                                   |
|   | <b>DEADLINE</b>                       |
|   | N/A                                   |

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| <b>AGENDA ITEM:</b> Consent Agenda  | <b>PRESENTER:</b> Mayor Kirk Raffield |
| 1. Approval of Minutes from 07.25.2024 Special Called Council Meeting/Work Session  |                                       |
| <b>CONCLUSION:</b>  |                                       |
| Mayor Raffield called for a motion to adopt the agenda. Councilmember Anne Sneve made a motion to approve. Councilmember Brandon Hannah provided a second. The motion to approve passed 5 to 0. |                                       |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>             |
| Approved  | N/A                                   |
|   | <b>DEADLINE</b>                       |
|   | N/A                                   |

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| <b>AGENDA ITEM:</b> Unfinished Business   | <b>PRESENTER:</b> Mary Elizabeth Burgess –<br>Planning & Development Director |
| #1 Consideration & Approval Pinnacle RE Holdings, LLC Cease & Desist Appeal for 191 Interstate South Drive, Jasper, GA 30143 Joint Agreement to be continued until 09.09.2024 per City Attorney                         |   |
| <b>Discussion:</b> Pinnacle RE Holdings, LLC Cease & Desist Appeal for 191 Interstate South Drive, Jasper, GA 30143 Joint Agreement to be continued until 09.09.2024 per City Attorney.                                 |   |
| <b>Conclusion:</b>  |   |
| Mayor Raffield called for a motion to continue the item until the 09.09.2024 meeting. Councilmember Dr. Folsom Proctor made a motion to approve. Council Member Anne Sneve provided a second. The motion passed 5 to 0. |   |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>   |
| Continued to 09.09.2024 meeting   | N/A   |
|   | <b>DEADLINE</b>   |
|   | N/A   |

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| <b>AGENDA ITEM:</b> New Business  |                           | <b>PRESENTER:</b> Mayor Raffield |
| #1 Discussion on potential agreements for city owned property being utilized by community organizations   |                           |                                  |
| <b>Discussion:</b> Discussed working with the city attorney and Parks and Properties Committee to draft a uniformed agreement for events utilizing city parks and properties. |                           |                                  |
| <b>Conclusion:</b> No action  |                           |                                  |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>                  |
| N/A   | N/A                       | N/A                              |

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| <b>AGENDA ITEM:</b> New Business   |                           | <b>PRESENTER:</b> Kim Goldener – Assistant City Manager |
| #2 Consideration and Approval of the Engineering Services Agreement(s) for GMC GEFA projects   |                           |   |
| <b>Discussion:</b> Ms. Goldener discussed the 3 engineering services agreements for GMC's assigned projects that include the engineering and design phases, bidding phases, and project administration phases.   |                           |   |
| <b>Conclusion:</b><br>Mayor Raffield called for a motion to approve the GMC Engineering Services Agreements pending legal review. Councilmember Jim Looney made a motion to approve. Councilmember Dr. Folsom Proctor provided a second. The motion passed 5 to 0. |                           |   |
| <b>ACTION ITEMS</b>  | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>   |
| Approved   | N/A                       | N/A   |

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| <b>AGENDA ITEM:</b> New Business  |                           | <b>PRESENTER:</b> Kim Goldener – Assistant City Manager |
| #3 Consideration and Approval of Engineering Services Agreement(s) for Kimley-Horn GEFA project   |                           |   |
| <b>Discussion:</b> Ms. Goldener discussed Task Order for Kimley-Horn's assigned project of rehab and updates to water treatment plant that includes the engineering and design phase, bidding phase, and project administration phase.              |                           |   |
| <b>Conclusion:</b><br>Mayor Raffield called for a motion to approve Task Order #10 for Kimley-Horn and Associates. Councilmember Jim Looney made a motion to approve. Councilmember Dr. Folsom Proctor provided a second. The motion passed 5 to 0. |                           |   |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>   |
| Approved  | N/A                       | N/A   |

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| <b>AGENDA ITEM:</b> New Business   |                           | <b>PRESENTER:</b> Brandon Douglas – City Manager |
| #4 Consideration and Approval of Revised 2024 Meeting Calendar   |                           |  |
| <b>Discussion:</b> Mr. Douglas discussed the current meeting calendar and proposed revisions through the end of 2024. Mr. Douglas stated that due to additional information the August Work Session will need to be moved to September 5 <sup>th</sup> . |                           |  |
| <b>Conclusion:</b><br>Mayor Raffield called for a motion to approve the revised 2024 Meeting Calendar with one amendment. Councilmember Anne Sneve made a motion to approve. Councilmember Brandon Hannah provided a second. The motion passed 5 to 0.   |                           |  |
| <b>ACTION ITEMS</b>  | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>                                  |
| Approved   | N/A                       | N/A  |

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| <b>AGENDA ITEM:</b> New Business  |                           | <b>PRESENTER:</b> Brandon Douglas – City Manager |
| #5 Consideration and Approval of authorizing City Staff to work towards identifying surplus equipment and vehicles for auction  |                           |  |
| <b>Discussion:</b> Mr. Douglas discussed the option of authorizing City Staff to work towards identifying surplus equipment and vehicles for auction utilizing professional services and Govdeals.com and to dispose of said surplus equipment accordingly. Staff are seeking approval to move forward on a broader scale of identifying and clearing the surplus items that are currently housed in the rear of City Hall. |                           |  |
| <b>Conclusion:</b><br>Mayor Raffield called for a motion to approve for staff to move forward with compiling a list of surplus equipment and vehicles for review by council. Councilmember Jim Looney made a motion to approve. Councilmember Anne Sneve provided a second. The motion passed 5 to 0.   |                           |  |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>                                  |
| Approved  | N/A                       | N/A  |

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| <b>AGENDA ITEM:</b> New Business  |                           | <b>PRESENTER:</b> Andrew Collins – Utilities      |
| #6 Consideration and Approval of Quotes for the Downtown Bathroom Exterior  |                           | Director<br>Kim Goldener – Assistant City Manager |
| <p><b>Discussion:</b> Ms. Goldener discussed we have secured a quote for having a vendor work on the exterior of the bathrooms. We received a formal quote from Cornerstone Masonry Group, LLC for \$42,000 for furnishing all materials and the installation. Staff reached out to Crystal Marble with no response and to Evan Howell who provided a quote of \$34,000 for materials only and no response from the installer on the cost of installation.</p> <p><b>Conclusion:</b><br/>         Mayor Raffield called for a motion to approve quote from Cornerstone Masonry Group, LLC. Councilmember Anne Sneve made a motion to approve. Councilmember John Foust provided a second. The motion passed 5 to 0.</p> |                           |   |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>                                   |
| Approved  | N/A                       | N/A   |

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| <b>AGENDA ITEM:</b> New Business   |                           | <b>PRESENTER:</b> Andrew Collins – Utilities |
| #7 Consideration and Approval of Rejection of Bid for the work at Long Swamp Creek   |                           | Director<br>Brandon Douglas – City Manager   |
| <p><b>Discussion:</b> As you are aware the City had worked with Turnipseed Engineering to have work bid out for Long Swamp Creek. A bid packet was put together that included dredging of the creek along with other work such as the spillway. There was a bid opening on Wednesday, July 25th in which only one bid was received for nearly \$900,000. As such there are no budgeted monies available for this cost as the GEMA monies we had received for \$100,000. Staff anticipates working with Turnipseed to ascertain how best to move forward whether that is a solicitation of quotes for work in phases or by removing obligation of the grant monies since we cannot absorb the difference at this time.</p> <p><b>Conclusion:</b><br/>         Mayor Raffield called for a motion from the council. Councilmember Anne Sneve made a motion to reject the bid for the work at Long Swamp Creek. Councilmember Brandon Hannah provided a second. The motion passed 5 to 0.</p> |                           |  |
| <b>ACTION ITEMS</b>  | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>                              |
| Approved   | N/A                       | N/A  |

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| <b>AGENDA ITEM:</b> New Business   |                           | <b>PRESENTER:</b> Brandon Douglas – City |
| #8 Consideration and Approval of IGA -AMI Pole at Roper Park   |                           | Manager                                  |
| <p><b>Discussion:</b> As you are aware the City had installed utility monitoring poles as part of the automated metering initiative. There was utility poles installed throughout the system area for communication purposes. The proposed Intergovernmental Agreement (IGA) from the County is acceptable to the City Attorney and City Staff as it is specific to the pole that is currently located at Roper Park.</p> <p><b>Conclusion:</b><br/>         Mayor Raffield called for a motion from the council. Councilmember Brandon Hannah made a motion to approve IGA for the AMI Pole at Roper Park pending legal review. Councilmember Dr. Folsom Proctor provided a second. The motion passed 5 to 0.</p> |                           |  |
| <b>ACTION ITEMS</b>  | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>                          |
| Approved   | N/A                       | N/A                                      |

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| <b>AGENDA ITEM:</b> New Business  |                           | <b>PRESENTER:</b> John Sherrer – Fire Chief |
| #9 Consideration and Approval of Power Disconnect Ordinance No. 2024-21.  |                           |   |
| <p><b>Discussion:</b> JFD would like request approval of a local ordinance that requires power disconnects for new structures or structures that undergo 50% or more remodels be located on the exterior of the structure. This ordinance is an enhancement to the State adopted code that allows for disconnects to be located within the structure as well. Locating the power disconnect on the exterior of the structure allows for fire personnel to easily and safely disconnect power to an affected structure reducing the potential of personnel being electrocuted while operating in an affected structure. This ordinance has been reviewed by Mr. Syfan and the DCA.</p> <p><b>Conclusion:</b><br/>         Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve the Power Disconnect Ordinance. Council Member Brandon Hannah provided a second. The motion passed 5 to 0.</p> |                           |   |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>                             |
| Approved  | N/A                       | N/A   |





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| <b>AGENDA ITEM: Executive Session - Legal</b>  |                           | <b>PRESENTER: Mayor Kirk Raffield</b> |  |
| <p><b>Discussion:</b><br/>         Mayor Raffield called for a motion to go into Executive Session @ 6:57pm for discussion of Legal and Personnel. Councilmember John Foust made a motion to go into Executive Session. Councilmember Anne Sneve provided a second. The motion passed 5 to 0.</p> <p>Mayor Raffield made a motion to end Executive Session @ 8:03pm and go back into council meeting. Councilmember Anne Sneve made a motion and Councilmember John Foust provided a second. The motion passed 5 to 0.</p> |                           |                                       |  |
| <b>ACTION ITEMS</b>  | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>                       |  |
| None   | N/A                       | N/A                                   |  |

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| <b>AGENDA ITEM: Adjourn</b>  |                           | <b>PRESENTER: Mayor Kirk Raffield</b> |  |
| <p><b>Discussion:</b></p> <p><b>Conclusion:</b><br/>         Mayor Raffield called for a motion to adjourn 8:05pm. Councilmember Anne Sneve made a motion to approve. Councilmember Brandon Hannah provided a second. The motion to approve passed 5 to 0.</p> |                           |                                       |  |
| <b>ACTION ITEMS</b>  | <b>PERSON RESPONSIBLE</b> | <b>DEADLINE</b>                       |  |
| Adjourn  | N/A                       | N/A                                   |  |

  
 \_\_\_\_\_  
 Mayor, Kirk D. Raffield

  
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 City Clerk, Lorie Waters



