



City of Jasper
 200 Burnt Mountain Road
 Jasper, GA 30143
 MINUTES | COUNCIL WORK SESSION MEETING
 Thursday, August 28, 2025, 6:00 PM

MEMBERS PRESENT
 Mayor Kirk Raffield
 Sonny Proctor, MD
 Jim Looney
 Anne Sneve

STAFF
 Brandon Douglas
 Kim Goldener
 Lorrie Waters
 Lindsey Williams
 Mike Davis
 Mary Elizabeth Burgess

GUESTS IN ATTENDANCE
 See Attachment "A"

MEMBERS ABSENT
 John Foust
 Brandon Hannah

LEGAL COUNSEL
 David Syfan via phone

PRESS
 Mari Livsey – Know Pickens
 Dan Pool – Pickens Progress

AGENDA ITEM I: Call Meeting to Order		PRESENTER: Mayor Kirk Raffield
Mayor Raffield called the meeting to order. Mayor Raffield called on the Councilmember Anne Sneve to confirm a quorum was present.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	N/A	N/A

AGENDA ITEM II: 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 Sonny Proctor, MD provided a second. The motion to approve passed 3 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM III: Presentation – GEFA WTP Rehab Project Update		PRESENTER: Matt Dunagin – Kimley Horn
Mr. Matt Dunagin provided a presentation on the final scope of work for the GEFA Water Treatment Plant Rehab Project.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM IV: Planning Commission Update		PRESENTER: Mary Elizabeth Burgess – Planning and Development Director
Ms. Mary Elizabeth Burgess provided a brief update from the August 25 th Planning Commission Meeting. Ms. Burges also provided an update on the Comprehensive Plan and explained that by the city developing its own Comp Plan it allows for the ability to narrow down the scope to just city-related items, city goals and objectives. She discussed the possibility of impact fees and how this would be based on unit pricing.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM V(a): Halloween Trick or Treat on Main Street Event		PRESENTER: Kim Goldener – Deputy City Manager	
<p>Discussion: Traditionally, there has always been trick or treating on Main Street on Halloween. With Halloween falling on a Friday this year, staff proposes closing the block of S Main Street between W Church and Spring Streets, and N Main Street between the blocks of W Church and DB Carrol Streets between the hours of 4PM and 7:00PM with trick or treat activities occurring between 4:30PM - 6:30PM.</p> <p>Conclusion: Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve Halloween Trick or Treat on Main Street Event Application. Councilmember Jim Looney provided a second. The motion passed 3 to 0.</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Approved	N/A	N/A	

AGENDA ITEM V(b): Tate PTO Fall Festival Event		PRESENTER: Kim Goldener – Deputy City Manager	
<p>Discussion: The Tate Elementary PTO's Fall Festival event is scheduled to be in Lee Newton Park on Friday, November 7th. Set up will start at 11AM that day, and the event itself is 5PM - 7:30PM. This event will utilize all areas of the park, and I have reached out to the Veterans Memorial organization and the Chamber to make sure they were both aware of the event. Harmony Elementary and Hill City Elementary may also be joining in on this event.</p> <p>Sandy Goble with the Tate Parent Teacher Organization is here this evening to answer any questions. Ms. Goble confirmed that Harmony and Hill City schools will not be joining them for this year's event.</p> <p>Conclusion: Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve Tate PTO Fall Festival Event Application. Councilmember Sonny Proctor, MD provided a second. The motion passed 3 to 0.</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Approved	N/A	N/A	

AGENDA ITEM V(c): Snowman Stroll Event		PRESENTER: Kim Goldener – Deputy City Manager	
<p>Discussion: Pickens County Chambers of Commerce/Visit Pickens GA's 2nd annual Snowman Stroll event is scheduled for the second weekend in December at Lee Newton Park. Similar to last year's event, the grassy area on the north side of Veterans Memorial Blvd will be set up with different areas of activities and lights and displays, and the park and ride lots on the south side of Veterans Memorial Blvd will be used for parking.</p> <p>Amy Myers with the Chamber and Visit Pickens GA is here with us this evening to answer any questions you may have.</p> <p>Conclusion: Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve the Snowman Stroll Event Application. Councilmember Sonny Proctor, MD provided a second. The motion passed 3 to 0.</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Approved	N/A	N/A	

AGENDA ITEM V(d): Scarecrows on Main Street Event		PRESENTER: Kim Goldener – Deputy City Manager	
<p>Discussion: This is an event where businesses would be allowed decorate assigned light poles on Main Street with various scarecrow themed decorations. The Downtown Development Authority has taken the lead on this event. The voting for these scarecrows will be on October 8th. We would be bringing the winners back to council to award their prizes.</p> <p>Conclusion: Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve the Scarecrows on Main Street Event. Councilmember Anne Sneve provided a second. The motion passed 3 to 0.</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Approved	N/A	N/A	

AGENDA ITEM VI(a): Greenwood Court - scrivener's error – City Manager's Office Update		PRESENTER: Kim Goldener – Deputy City Manager	
<p>Discussion: Council will recall that this item was brought before you at the 8-4-25 Council meeting. Action taken on 8-4-25 was to agree to the abandonment of the platted Right of Way for a street named Greenwood Court, as well as agree to the Quit Claim Deed of the abandoned property back to the parcel owner, Mr. Jennings Young. Fast forward from the August 4th Council meeting, the closing attorney advised that both the abandonment and quit claim deed paperwork needed to also have the executor of the estate, Mr. Christopher Bryan, listed on the documents as Mr. Young is deceased. Both documents have been updated with the additional named party, and Staff requests that Council re-approve the actions below of:</p> <p>1st motion:</p> <ol style="list-style-type: none"> 1. Abandon the platted right of way of Greenwood Ct through corrected Resolution #2025-12. Mr. Syfan has advised that it is cleanest to pass as a new Resolution number. <p>2nd motion:</p> <ol style="list-style-type: none"> 1. Quit claim deed the abandoned right of way back to the property owner and executor of the estate. <p>These motions and actions will correct the scrivener's error on the paperwork.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve the Abandonment of the platted right of way of Greenwood Court through the corrected Resolution #2025-12. Councilmember Jim Looney provided a second. The motion passed 3 to 0.</p> <p>Mayor Raffield called for a motion. Councilmember Anne Sneve made a motion to approve the Quit Claim Deed to the abandoned right of way back to the property owner and executor of the estate. Councilmember Sonny Proctor, MD provided a second. The motion passed 3 to 0.</p>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Approved		N/A	N/A

AGENDA ITEM VI(b): Georgia Power Easement – LNP – City Manager's Office Update		PRESENTER: Kim Goldener – Deputy City Manager	
<p>Discussion: Georgia Power easement agreement for their new facilities at Lee Newton Park associated with the SR 53 Widening project. You'll recall that the City granted new permanent easement and right of way to GDOT for this project last year - this easement is for all utilities to use, thus the easement request/agreement for discussion tonight.</p> <p>Mr. Syfan has reviewed and signed off on the language.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve Georgia Power Easement Agreement for their new facilities at Lee Newton Park associated with the SR 53 Widening Project. Councilmember Anne Sneve provided a second. The motion passed 3 to 0.</p>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Approved		N/A	N/A

AGENDA ITEM VI(c): Tax Millage Rate – City Manager's Office Update		PRESENTER: Lindsey Williams – Finance Director	
<p>Discussion: Staff are requesting direction on how to proceed with advertising the millage rate once the tax digest is received from Pickens County. This will help with any further delays in advertising. The 2024 millage rate was 6.221. If we keep the millage at the same rate or increase, we are required by OCGA 48-5-32.1 to hold (3) public hearings notifying the public of a tax increase. These public hearings cannot be set until we have more definite dates due to the delay this year's tax digest.</p> <p>City Council is requested to provide guidance on the millage rate they would like advertised once the tax digest is received from the county.</p>			

Conclusion: Mayor Raffield called for a motion. Councilmember Jim Looney made a motion to approve the advertisement of 6.221 millage rate holding same as 2024. Councilmember Anne Sneve provided a second. The motion passed 3 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM VI(d): Health Insurance Renewals – City Manager’s Office Update		PRESENTER: Kim Goldener – Deputy City Manager
Discussion: Staff discussed the current option for the 2026 Health Insurance Renewals. The initial renewal projection came in at a 20% increase, but with some possible plan design changes were able to get the renewal down to 9.4% increase.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM VII: Executive Session		PRESENTER: Mayor Kirk Raffield
Discussion: Mayor Raffield called for a motion to go into Executive Session 6:51pm for discussion of Legal matters. Councilmember Jim Looney made a motion to go into Executive Session. Councilmember Anne Sneve provided a second. The motion passed 3 to 0. Mayor Raffield made a motion to end Executive Session @ 7:49pm and go back into council session. Councilmember Jim Looney made a motion and Councilmember Anne Sneve provided a second. Motion passed 3 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM VIII: Adjourn		PRESENTER: Mayor Kirk Raffield
Discussion: Mayor Raffield called for a motion to adjourn @ 7:50pm. Councilmember Anne Sneve made a motion to adjourn. Councilmember Jim Looney provided a second. The motion to approve passed 3 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Adjourned	N/A	N/A


 Mayor, Kirk D. Raffield


 City Clerk, Lorrie Waters



