



City of Jasper
 200 Burnt Mountain Road
 Jasper, GA 30143
 MINUTES | REGULAR COUNCIL MEETING
 Monday, November 4, 2024, 6:00 PM

MEMBERS PRESENT

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

STAFF

Brandon Douglas
 Kim Goldener
 Lorrie Waters
 Lindsey Williams
 Matt Dawkins
 John Sherrer
 Andrew Collins
 Mary Elizabeth Burgess

GUESTS IN ATTENDANCE

Penny Dicus
 Pam Briordy
 Stephanie Ray
 Samuel Sly
 Kevin Ledford
 Melissa Barkley
 Julie Carr
 Larry Kelley
 Tressa Lackey
 Doug Warshaw

MEMBERS ABSENT

Anne Sneve

LEGAL COUNSEL

David Syfan

PRESS

Mari Livsey – KnowPickens
 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 John Foust to confirm a quorum was present. Mayor Raffield called on Mr. Larry Kelley to provide the Invocation. Mayor Raffield called on Mr. Frank Leist led the Pledge of Allegiance.	
ACTION ITEMS	PERSON RESPONSIBLE N/A
None	DEADLINE N/A

AGENDA ITEM: Presentation	PRESENTER: Kim Goldener – Assistant City Manager
Presentation of Winners of the Scarecrow Contest – There were 27 different scarecrows in the contest.	
<ul style="list-style-type: none"> ➤ People’s Choice 1st Place Winner – Pendley Creek Brewing winning a gift basket ➤ People’s Choice 2nd Place Winner – Jasper United Methodist Church winning gift card from Red Bean ➤ Honorable Mention – Taylor’s Farm winning a gift card from Old Mulehouse Restaurant 	
ACTION ITEMS	PERSON RESPONSIBLE N/A
N/A	DEADLINE N/A

AGENDA ITEM: Proclamation – Veteran’s Day 2024	PRESENTER: Mayor Kirk Raffield
Mayor Raffield read and signed the Proclamation for Veteran’s Day 2024	
ACTION ITEMS	PERSON RESPONSIBLE N/A
N/A	DEADLINE N/A

AGENDA ITEM: Consent Agenda	PRESENTER: Mayor Kirk Raffield
Consent Agenda	
<ol style="list-style-type: none"> 1. Minutes from 09.26.2024 Administrative Public Hearing 2. Minutes from 09.26.2024 Public Hearing-Council Work Session Meeting 3. Minutes from 10.07.2024 Council Meeting 4. Consideration of Resolution No. 2024-18 for JFD to join the Georgia Mutual Aid Group 5. Approval of authorizing Mayor to execute any and all documents related to the release of any city funds from the County Development Authority / Chamber’s escrow account to unencumber said funds for use by County Development Authority 	
CONCLUSION:	
Mayor Raffield called for a motion to approve the consent agenda. Councilmember Jim Looney made a motion to approve. Councilmember Brandon Hannah provided a second. The motion to approve passed 4 to 0.	
ACTION ITEMS	PERSON RESPONSIBLE N/A
Approved	DEADLINE N/A

AGENDA ITEM: Public Hearings	PRESENTER: Mary Elizabeth Burgess – Planning and Development Director
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Public Hearing – New Business

1. Request to rezone approximately 0.21 acres located at 38 Mary Street from C-2 General Commercial to R-1 Low Density Single-Family Residential to allow for an existing single-family residence. Continued until December 2, 2024, meeting due to the October Planning Commission meeting did not have a quorum.
2. Request for a Special Use Permit to allow for a drive-thru as an accessory use to a proposed convenience store with fuel pump service at 2101 Waleska Highway 108. Continued until December 2, 2024, meeting due to the October Planning Commission meeting did not have a quorum.
3. Request to rezone approximately 1.2 acres located at 205 and 215 Stegall Drive from C-2 General Commercial to R-1 Low Density Single-Family Residential to allow for the subdivision of land for two existing single-family residences. Continued until December 2, 2024, meeting due to the October Planning Commission meeting did not have a quorum.
4. Request for variances to Secs. 94-16, 94-111(f), and 94-114(a) to reduce the required lot frontage from 110’ to 0’ and eliminate the requirement for frontage on a public or private street to allow for the subdivision of land for two existing single-family residences. Continued until December 2, 2024, meeting due to the October Planning Commission meeting did not have a quorum.

Mayor Raffield called for any public comments hearing none the public hearing closed.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Continued until December 2, 2024, meeting	N/A	N/A

AGENDA ITEM: Unfinished Business #1 Consideration of Ordinance No. 2024-22 for the Request for a Special Use Permit for an 11-unit Cottage Housing Development at 0 Grandview Road.	PRESENTER: Mary Elizabeth Burgess – Planning and Development Director
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Discussion: Consideration of Ordinance No. 2024-22 for the Request for a Special Use Permit for an 11-unit Cottage Housing Development at 0 Grandview Road. Continued from 10.07.2024 council meeting.
 Applicant formally withdrew their application for a Special Use Permit.

Conclusion:
 Mayor Raffield called for a motion to approve application withdrawal. Councilmember Brandon Hannah made a motion to approve. Council Member John Foust provided a second. The motion 4 to 0.

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

AGENDA ITEM: New Business #1 Consideration and Approval of an Alcohol License for H & A Jasper BP, Inc.	PRESENTER: Lindsey Williams – Finance Director
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Discussion: H & A Jasper BP Inc has made an application to sell beer and wine by the package at 585 East Church Street. The background check had no discrepancies, and applicant met all requirements. This is a change in ownership at this address.
 Business Name: H & A Jasper BP Inc
 License Holder: Arslan Latif
 Address: 585 East Church Street
 License Type: Beer and Wine by the package

Conclusion:
 Mayor Raffield called for a motion to approve alcohol license application contingent on passing background check and obtaining business license. Councilmember Brandon Hannah made a motion to approve. Council Member Dr. Folsom Proctor provided a second. The motion 4 to 0.

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

AGENDA ITEM: New Business		PRESENTER: Kim Goldener – Assistant City Manager	
#2 Consideration of Water Tower Lease Agreement with Cellco Partnership dba Verizon Wireless for the Lilly Tank			
<p>Discussion: The City's elevated water tank located at 36 Lilly Circle - known as the Lilly Tank - has housed Verizon Wireless telecommunications equipment for several years through a lease agreement. We found that the original lease was for a period of time that exceeded the maximum time period under Georgia statute; therefore, we were unable to renew the lease agreement. Staff went out to bid for telecommunications companies that may be interested in locating on the tank and received a bid from Cellco Partnership dba Verizon Wireless. Since the time that the bid was received, we have been working through the requirements of the agreement and contract language. Mr. Syfan has worked with Cellco's attorney, and we are at a point where the lease agreement can be executed. This agreement will be for a 10-year period with the option for an additional 10-year renewal, prior to having to be bid out again. Cellco will pay the City \$13,800 the first year for the right to be on the tank, with a 2% escalator each year on the anniversary date.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion to approve the lease agreement with Cellco Partnership and to authorize the Mayor to execute any and all documentation associated with this action. Councilmember Jim Looney made a motion to approve. Council Member Brandon Hannah provided a second. The motion 4 to 0.</p>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Approved		N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Brandon Douglas – City Manager	
#3 Consideration of exterior improvements as presented through the annual maintenance agreement with American Tank Maintenance for the water tank at 23 Birch Street			
<p>Discussion: As you will recall, the City approved the agreement with American Tank Maintenance for the annual maintenance for our 9 water tanks during the April 2024 meeting. The vendor has completed the interior work for the water tank at 23 Birch Street and has advised staff that they are preparing to move forward with the exterior improvements to include painting. Direction had been provided to have the water tank painted in the color scheme as exists and therefore the paint samples have been provided for approval along with no anticipated logo or stenciling placed on the tank. Discussed if paint was the only option and could lettering be put in place at a later date. Staff is directed to research vinyl lettering and logo options.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion to approval of exterior improvements of repainting with existing color scheme. Councilmember Jim Looney made a motion to approve. Council Member Brandon Hannah provided a second. The motion 4 to 0.</p>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Approved		N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Brandon Douglas	
#4 Consideration of Staff moving forward with surplus items as identified in a manner to include GovDeal.com or other services as solicited or provided by auctioneer			
<p>Discussion: As you will recall, the City Council provided direction for staff to assemble photos of the proposed items for inclusion in an auction (online and/or through auctioneer via RFQ) as they have realized their life cycle with the particular department. Staff needs direction relative to the inclusion of the items requested for surplus through online auction (GovDeals.com) and/or through an auctioneer solicited via RFQ.</p> <p>Conclusion:</p> <p>Mayor Raffield called for a motion to approve for staff to proceed with surplus items as identified in a manner to include GovDeal.com or other services as solicited or provided by auctioneer. Councilmember Jim Looney made a motion to approve. Council Member Brandon Hannah provided a second. The motion 4 to 0.</p>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Approved		N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Brandon Douglas – City Manager
#5 Consideration to authorize staff to work with the Downtown Development Authority on Parcel # 030D 096139		
Discussion: Staff requested the City Council to provide direction on working with the Downtown Development Authority to explore options relative to divesting in the property as identified as Parcel # 030D 096139 through an IGA and/or to work with a broker or otherwise on maximizing the potential use of the property.		
Conclusion: Mayor Raffield called for a motion of Authorization to Partner with the Downtown Development Authority for the potential sale of property. Councilmember Jim Looney made a motion to approve. Council Member Dr. Folsom Proctor provided a second. The motion 4 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Brandon Douglas – City Manager
#6 Consideration of moving forward with the purchase & installation of the final phase of the playground at City Park through Southeast Outdoors Solutions for an amount NTE \$35,000 with budgeted proceeds from 2020 SPLOST		
Discussion: The Parks Committee had recommended to proceed with the final phase of the playground installation at City Park that had been initiated with 2020 SPLOST monies. The final phase is adjacent to the playground equipment installed several years ago and is designed for children between the ages of 2-5 years old. The concept is to eliminate the equipment across the park at the opposite end (near tennis courts) so that families can have one area for children inclusive of all ages. The 2020 SPLOST budget has \$50,000 encumbered for this endeavor with additional monies to go towards more improvements in city park.		
Conclusion: Mayor Raffield called for a motion to approve of purchase and installation of the final phase of the playground equipment from Southeast Outdoor Solutions, amount not to exceed \$35,000 with budgeted proceeds from 2020 SPLOST. Councilmember Brandon Hannah made a motion to approve. Council Member John Foust provided a second. The motion 4 to 0.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business		PRESENTER: Kim Goldener – Assistant City Manager
#7 Consideration of Agreement for City of Jasper to utilize a third-party entity for Plant Operation and Maintenance		
Discussion: The City's Class 1 operator for the Water Treatment Plant resigned September 12, 2024. At that time, the City received emergency coverage from a 3rd party organization so that we remain in compliance with EPD. Subsequently, we solicited qualified organizations through a Request for Qualifications (RFQ). We had 2 entities that provided the requisite information for review and consideration. The Enterprise Committee along with Staff reviewed the information received and based upon the criteria as outlined in the RFQ and for our specific needs, the recommendation is to enter into an agreement with a third-party entity for operations and maintenance support for our Water and Wastewater Plants with respect to personnel and operational matters.		
Conclusion: Mayor Raffield called for a motion to approve an agreement with a third-party entity for the operations and maintenance support for our Water and Wastewater Plants. Councilmember Jim Looney made a motion to approve. Council Member Dr. Folsom Proctor provided a second. The motion 4 to 0.		
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 @ 7:04pm for discussion of Legal, Real Estate, and Personnel. Councilmember Jim Looney made a motion to go into Executive Session. Councilmember Brandon Hannah provided a second. The motion passed 4 to 0.</p> <p>Mayor Raffield made a motion to end Executive Session @ 7:46pm and go back into council session. Councilmember Brandon Hannah made a motion and Councilmember Jim Looney provided a second. Motion passed 4 to 0.</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None	N/A	N/A	

AGENDA ITEM: Adjourn		PRESENTER: Mayor Kirk Raffield	
<p>Discussion: Mayor Raffield called for a motion to adjourn the meeting at 7:48pm. Councilmember Jim Looney made a motion to approve. Councilmember Brandon Hannah provided a second. The motion to approve passed 4 to 0.</p>			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Adjourn	N/A	N/A	



 Mayor, Kirk D. Raffield



 City Clerk, Lorrie Waters



