



City of Jasper
 200 Burnt Mountain Road
 Jasper, GA 30143
 MINUTES | WORK SESSION
 Thursday, March 30, 2023, 6:00 PM

MEMBERS PRESENT

Mayor Steve Lawrence
 John Foust
 Jim Looney
 Anne Sneve
 Dr. Folsom C. Proctor-Zoom

STAFF

Sonia Jammes
 Tara Benson
 Kim Goldener
 Lindsey Williams
 Matt Dawkins
 Mary Burgess

GUESTS IN ATTENDANCE

MEMBERS ABSENT

Kirk Raffield

LEGAL COUNSEL

PRESS

Mari Livsey – KnowPickens
 Dan Pool – Pickens Progress

AGENDA ITEM: Call Meeting to Order/Invocation/Pledge of Allegiance	PRESENTER: Mayor Lawrence	
<p>Mayor Lawrence asked Councilmember Foust if there was a quorum. Councilmember Foust stated yes. Mayor Lawrence called the meeting to order. Mayor Lawrence provided the Invocation. Councilmember Sneve led the Pledge of Allegiance. Councilmember Raffield was not in attendance. Councilmember Proctor joins the meeting via Zoom, due to recovering from surgery.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	N/A	N/A

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

AGENDA ITEM: New Business #1 Consideration & Approval for additional capacity Reservation from CCWSA	PRESENTER: Kim Goldener
<p>DISCUSSION: Mrs. Goldener stated that Staff received notification in late February that Cherokee County Water & Sewer Authority (CCWSA) would be implementing a rate increase effective 4-1-23 for both their consumption rates and capacity reservation rates. Mrs. Goldener explained that the consumption rate for wholesale customers will increase \$0.15 from \$2.40/1000 gallons to \$2.55/1000 gallons, and the capacity reservation rate will increase from \$2.50/gallon to \$5.00/gallon. The City currently has 205,463 gallons per day of reserved capacity, which is approximately 143 gallons per minute (GPM). Staff believes it would be in the City’s best interest to purchase another 60,000 gallons of capacity to take us to a total of 265,463 gallons per day of reserved capacity (capacity must be purchased in increments of 10,000 gallons). CCWSA has advised that the maximum we would be able to purchase through the interconnect is 273,600 gallons per day (190 GPM). The staff is not certain if any improvements will be needed on the city side. Mrs. Goldener stated that this has been brought to the Enterprise committee, the committee recommended that this be brought to the full council for approval. Mrs. Goldener stated that if the council approves the additional capacity at the current rate, we will need to make payment on Friday, 3-31-23, for the additional 60,000 gallons, which is \$150,000. Councilmember Sneve asked if there is a possibility of having to upgrade. Mrs. Goldener said that they are working through some issues at the booster Pump Station, making some adjustments to the pumps and piping that is inside, staff believes that we may have to make some adjustments on the main that comes from the meter to the booster Pump Station, Turnipseed is looking into what might be needed.</p>	
<p>CONCLUSION: Mayor Lawrence called for a motion to approve the additional capacity Reservation from CCWSA in the amount of</p>	

<p>\$150,000. Councilmember Proctor made a motion to approve. Councilmember Looney provided a second. The motion to approve passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

<p>AGENDA ITEM: New Business #2 Consideration & approval Off-Duty Management Software</p>	<p>PRESENTER: Chief Dawkins</p>
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DISCUSSION:
 Chief Dawkins provided background on Off-Duty Management. Chief Dawkins stated that using Off-Duty Management will be used for event-related jobs, they will manage all of the scheduling for the Vendors and officers. The officers will have \$150,000 liability insurance and workman comp insurance covered by Off-Duty Management at zero cost to the City of Jasper. This has been brought before the Public Safety Committee. Chief Dawkins requested approval of using Off-Duty Management so that the Police Department can start utilizing the company for extra jobs.

CONCLUSION:
 Mayor Lawrence called for a motion to approve the Off Duty Management system. Councilmember Sneve made a motion to approve. Councilmember Looney provided a second. The motion to approve passed unanimously.

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

<p>AGENDA ITEM: New Business #3 Consideration & Approval of Utility Development Incentives</p>	<p>PRESENTER: Sonia Jammes</p>
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DISCUSSION:
 Ms. Jammes stated that the city has a utility need to upsize the current infrastructure adjacent to the SR 515 corridor to accommodate future development. Ms. Jammes met the Enterprise Funds Committee and they determined that the most efficient and timely way to achieve this upgrade would be to allow an existing developer that is installing utility infrastructure for the development to go ahead and use their contractor to upsize water lines running along Camp Road from the current 4-inch line to that of an 8-inch line. The upgrade to this 8-inch line would improve infrastructure reliability, capacity, and fire protection. The engineering done by the developer on the system would alleviate the need for the city to conduct separate engineering for this upgrade. Ms. Jammes stated that as an incentive to perform these upgrades the city would offset the cost to the developer for running the infrastructure by waiving cost of construction fees, providing utility supplies, and satisfying a portion of the invoice to the utility contractor. These incentives would be capped and not to exceed the amount that it would cost the city to independently engineer and upgrade that water line. The Enterprise Funds Committee is requesting that the Mayor and City Council consider off-setting the developer's cost of performing this upgrade in the following ways.

<u>Incentive</u>	<u>City Contribution</u>
Cost of Construction Fee Waiver	\$75,880
1,500' of 8-inch Pipe	\$33,600
Invoice Allowance for Construction & Engineering Costs	\$40,520
Total Contribution	\$150,000

Councilmember Proctor stated that this has been a complex ongoing project that has been going on for over a year and required a lot of cooperation between GDOT, the State Representative, and the city to come up with a plan to allow this project to move forward. To move forward with complicated requirements set on the project by GDOT, regarding engineering and the demand for the infrastructure. Councilmember Sneve asked if this has been vetted by legal. Ms. Jammes stated yes.

CONCLUSION:
 Mayor Lawrence called for a motion to approve the Utility Development Incentive of \$150,000. Councilmember Looney made a motion to approve. Councilmember Proctor provided a second. The motion to approve passed unanimously.

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

AGENDA ITEM: New Business #4 Consideration & Approval of Building Inspector/Development Specialist Job Description & Title Change	PRESENTER: Sonia Jammes
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DISCUSSION:

Ms. Jammes stated that in the 2023 budget process City Council funded to fill the Building Inspector/Development Specialist position. Staff delayed the hiring of that position until the Planning & Development Director position was filled. The new director would like to begin the recruitment process and has requested that the current job description and title be changed to accommodate more closely the needs of the city. Staff is requesting a job title change from Building Inspector/Development Specialist to Building Code Official and adding additional job requirements to the job description. This has been before the administration committee. Councilmember Sneve asked if the person hired would be the only one doing erosion control. Development Director Ms. Burgess stated that she will be doing erosion control and all of her staff will be certified to do erosion and sediment control.

CONCLUSION:

Mayor Lawrence called for a motion to approve the title change and additional requirements for an individual to meet those specifications. Councilmember Sneve made a motion to approve. Councilmember Looney provided a second. The motion to approve passed unanimously.

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

AGENDA ITEM: New Business #5 Consideration of CBD Enforcement of Parking Time Limit & Guidance	PRESENTER: Sonia Jammes
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DISCUSSION:

Ms. Jammes stated that staff has been requested to revisit the enforcement of the parking time limit in the CBD (Central Business District). The City’s Municipal Code Sec.78-89 – Specific Parking Restrictions states between the hours of 3:00 a.m. and 6:00 p.m., Monday through Saturday, there will be a two-hour limit on parking downtown. Between the hours of 3:00 a.m. and 4:00 p.m., there shall be no parking from Stegall Drive and Dixie Street intersection west to the west end of the school property. The city presently does not monitor parking times on a daily basis. Staff is requesting guidance on the enforcement procedures of Municipal Code Sec. 78-89 – Specific Parking Restriction.

CONCLUSION:

Mayor Lawrence called for a motion to approve the CBD Enforcement of the Parking Time Limit. Councilmember Sneve made a motion to approve. Councilmember Looney provided a second. Mayor Lawrence asked for any discussion. Councilmember Looney asked if we would be enforcing the ordinance that is already in place. Councilmember Sneve stated that in her term this is enforced about every three years when people start parking in front of businesses. It will be enforced for a little while, then things get better. Ms. Jammes stated that there are federal standards that prohibit you from touching a person’s private property, so you can no longer chalk tires. Ms. Jammes stated that if council chooses to start enforcing the parking time limit a budget amendment will need to be made to provide software to assist the officers. Ms. Jammes opened the floor to Chief Dawkins to comment. Councilmember Proctor stated we have a point of order; we have a motion and a second on the floor and someone that is not elected is having a discussion during a motion. He stated he is not opposed to hearing Chief Dawkins’s recommendation however, this is out of order. Councilmember Looney stated he believes that during the discussion if a question is asked, he can answer it, is he not allowed to answer? Councilmember Proctor stated that if that is the rule he will accept it, he has made his point. Mayor Lawrence asked Chief Dawkins to answer the question. Chief Dawkins explained that parking is not enforced, the police department does not enforce parking, it would be a full-time job. He added that most agencies have gone with software to track vehicles by license plates. More discussion was had over the ordinance that was written in 1979. Councilmember Proctor suggested this item be tabled until the committee reviews it. Mayor Lawrence stated that we have a motion and a second with no further discussion all in favor. The motion to approve failed. Councilmember Looney made a motion to send it to the Development committee. Mayor Lawrence called for a motion to approve sending to development committee. Councilmember Sneve made a motion to approve. Councilmember Foust provided a second. Motion to approve passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved to send to Development Committee	N/A	N/A

AGENDA ITEM: Adjourn		PRESENTER: Mayor Steve Lawrence	
CONCLUSION: Mayor Lawrence called for a motion to adjourn the meeting. Councilmember Sneve made a motion to approve. Councilmember Looney provided the second. The motion to approve passed unanimously. Mayor Lawrence adjourned the meeting.			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Adjourn		N/A	N/A



Mayor



City Clerk