

MINUTES
REGULAR CALLED
COUNCIL MEETING
In Person + Zoom
Monday, July 13,
2020

Members Present:

Mayor Steve Lawrence
Dr. Sonny Proctor-zoom
Kirk Raffield
John Foust
Anne Sneve-zoom
Jim Looney-zoom

Staff:

Brandon Douglas
Lindsey Williams
Lonnie Waters
Tara Benson
Beverly Ragland
Adam Howard
Steve Roper
David Hall

Guests in Attendance:

Lea McMillan
Jillian McMillan
Dennis Stage
Lisa Stage
Cane Smith
Johnnie G. Allen
Von Headrick
Zachary Waters
Ashly Roberson
Chuck Daley

Members Absent:

None

Legal Counsel:

David Syfan

Press:

Mari Livsey-KnowPickens

Mayor Lawrence asked City Manager Brandon Douglas to explain the hybrid meeting. Social distancing and a limited number of people were allowed in the chamber, keeping in compliance with the Governor's order. Zoom is also made available in the lobby and online.

Mayor Lawrence asked Councilmember Foust if he recognized a quorum. See a quorum, Mayor Lawrence recognized meeting as opening. He requested Lonnie Waters to provide the invocation. He requested Chief Roper to lead the Pledge of Allegiance.

Mayor Lawrence advised that an agenda is in front of them and he entertained a motion to adopt the agenda. Councilmember Raffield made a motion to adopt the agenda with Councilmember Looney providing a second. Motion to approve carried unanimously.

Mayor Lawrence stated that Council has the minutes from the June 1, 2020 Regular council meeting and June 25, 2020 work session which was a Special Called meeting and he entertained a motion to adopt both as presented. Councilmember Raffield provided motion with Councilmember Sneve providing second. Motion to approve carried unanimously.

Mayor Lawrence announced a special presentation. A proclamation was presented proclaiming Amateur Radio Week June 21 – 27, 2020. Dennis Stage came forth and accepted the proclamation. Mayor Lawrence called forth Chief Roper to recognize Zachary Waters and James H. Allen for assistance they and their crew provided with a wreck on Hwy 108 in May. They were commended for their actions by Councilmember Raffield. Shift B of the Jasper Fire Department were called forth by Councilmember Raffield. Lt. Zack Petty and Firefighters Jordan Burton, Josh McMillan and Wesley Roberson were commended for their actions during a house fire in June.

Mayor Lawrence recognized the next item under old business (Item A) Final consideration and approval of Ordinance No. 2020-16 for a re-zone and Ordinance No. 2020-17 for annexation of 41121 Highway 515 and asked City Manager Brandon Douglas to bring forth information.

Mayor Lawrence asked for a motion for approval with Councilmember Looney making a motion for approval with Councilmember Raffield providing a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under old business (Item B) Final consideration and approval of Ordinance No. 2020-18 for a text amendment to the jasper ordinance for a brewery in CBD and asked City Manager Brandon Douglas to bring forth information.

Mayor Lawrence asked for a motion for approval with Councilmember Raffield making a motion for approval with Councilmember Sneve providing a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under old business (Item C) Final consideration and approval of Ordinance No. 2020-19 for the Purchasing Policy for the City of Jasper. City Manager Brandon Douglas was asked to bring forth information.

Mayor Lawrence asked for a motion for approval with Councilmember Looney making a motion for

approval as presented with Councilmember Dr. Proctor providing a second. Councilmember Sneve commended Lindsey Williams for a job well-done. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under old business (Item D) Final consideration and approval of Legal Services Agreement with bond council and City Attorney for the Water Pollution Control Plant through the USDA financing in bonds and asked City Attorney David Syfan to bring forth information.

Mayor Lawrence asked for a motion for approval with Councilmember Foust making a motion for approval and Councilmember Raffield providing a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (item A) Consideration of Ordinance No. 2020-20 for a request to rezone and an Ordinance No. 2020-21 for annexation of 274 & 250 Robin Road Parcel No. JA17 012 and JA17 011 C-2 into the City of Jasper. City Manager Brandon Douglas provided background information. The applicant, David Bobo requested to annex two properties into the City of Jasper. If the measure goes through, the applicant will combine the parcels to C-2. Land used to store equipment with no daily operation so fencing and buffering required. City Manager Douglas advised that this item was on the Planning and Zoning Commission meeting held on June 23rd. Residents present at the public hearing were concerned about noise and curious about land use but did not object to annexation. The County has provided a letter of non-objection. Lonnie Waters presented that signs were posted on property with dates changed for correct meeting and ad ran in paper, resulting in no phone calls or visits.

Mayor Lawrence asked for a motion for approval of first reading. Councilmember Raffield provided a motion to grant request as presented and Councilmember Sneve provided a second. Councilmember Raffield further discussed the current zoning of one parcel as commercial and one as residential. If the motion to combine both to commercial failed to pass, the intended use on the commercial parcel would be permitted. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (Item B) Consideration of Resolution No. 2020-04 for 2020 mid-year budget amendment. City Manager Brandon Douglas provided background information. Historically the budget was amended after the audit. Going forward, staff feels the need to evaluate revenues and expenditures mid-year. There is a projected use of 29% of fund balance in FY 2020. A final amendment will be done at the conclusion of the annual audit. Mayor Lawrence asked for a motion for approval of first reading. Councilmember Foust approved with Councilmember Looney providing a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (Item C) Consideration and approval of Resolution No. 2020-05 for amending DDA Boundaries. City Attorney David Syfan provided background information. City Manager Brandon Douglas has initiated the refinancing of \$3,000,000 in water sewer enterprise debt at a lower interest rate to recover \$600,000 or more in capital funds to be used for capital improvements. New bond debt will be issued through an intergovernmental agreement with the Downtown Development Authority. Some of the agreements extend beyond the Downtown area so the boundary needs to be amended to cover the entire City. Mayor Lawrence asked for a motion for approval of the Resolution to amend the boundaries of the DDA to include the entire City. Councilmember Foust motioned to approve with Councilmember Looney providing a second. Councilmember Looney inquired if this was the only reading required. City Attorney David Syfan elaborated that it could be done by resolution rather than an ordinance so a second reading was not required. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (Item D) Consideration and approval of the service agreement with ETC for internet, telephone and cable services. City Manager Brandon Douglas was asked to provide more information. ETC offers a discount to the City of Jasper a government discount when a service agreement is established. The old agreement expired in 2019 but they have continued to abide with discount. Recommendation is to continue the partnership. Mayor Lawrence asked for a motion for approval to enter into a service agreement with ETC. Councilmember Raffield motioned to approve with Councilmember Sneve providing a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (Item E) Consideration and approval to advertise for the solicitation of bids to create sidewalks and repair existing sidewalks with professional engineering services. City Manager Brandon Douglas was asked to provide more information. The funds to improve and create sidewalks was provided in the 2014 SPLOST. Staff has worked with Councilmembers Sneve and Foust to put together a list of sidewalks in need of repair and new sidewalks. This list is meant to be a beginning point of an ongoing effort. Bids were not solicited in the past for this type of repair. The bids would provide information of cost by linear feet for future projects. City Manager deferred to council for their input on the list provided. Councilmember Foust expressed concern about the sidewalks on the north side of town and getting them back to good repair. Lonnie

Waters commented that he and Adam Howard inventoried all the sidewalks in the City and found sidewalks that were very narrow and in need of widening to satisfy DOT standards of 5'. There are areas where sidewalks could be extended at the additional expense of Right of Way purchases from various entities. Mayor Lawrence commented that it would be a great project for the citizens. He also brought up Peace Park and having a design for it to flow to old jail and new park, including repairs to the wall. City Manager Brandon Douglas confirmed that this will be addressed in a phased approach that began last year to improve that whole corner. Phase One begins at the 125 N. Main parking area, the old bank drive-thru area and incorporating elements of the old jail, the cabin, platform and greenspace area after soliciting input from qualified individuals on how it can all tie together, even with the old wooden bridge. These would be addressed after sidewalk repair. Councilmembers Sneve and Foust commented that sidewalks were of first concern because of the walking and running community that use them. City Manager Douglas commended staff Waters and Howard on their work to prepare for this repair work. Councilmember Raffield reiterated that we would be taking a phased approach to the park and the final outcome is to be determined by professionals in that field. City Manager Douglas confirmed the three-phase approach with phase three being implementation. Councilmember Sneve commended staff Waters and Howard for their work on this project. City Manager Douglas read the list of sidewalks initially identified, in no specific order: Burnt Mountain Road beginning at railroad and ending at Lambert Circle-replace sidewalk, Burnt Mountain Road beginning at Walgreens to Hope Road-new sidewalk, Mary Street beginning at Stegall and ending at Hwy 53-replace sidewalk, North Main Street beginning at Woodbridge and ending at Hood Road-new sidewalk, South Main Street beginning at Mineral Springs Road and ending at Fairfield Apt-replace and new sidewalk, West Church Street beginning at Mark Whitfield and ending at Maple-replace and new sidewalk, East Church Street beginning at Tractor Supply and ending at Southscape-replace and new sidewalk, East Church Street beginning at Walgreens and ending at Old Tate Road-replace and new sidewalk, Arbor Hills Repairs throughout, and Mark Whitfield Street repairs throughout. Total linear feet of all identified is approximately 18,222 at 5' wide at estimated \$3.00 LF would be \$275,000. Engineering is needed on some locations and utility locates would need to occur. If bids came in favorably, additional work could be done. If moved forward, a bid package could be available at the September meeting for council to approve. Mayor Lawrence asked for a motion to proceed with developing bids on the preliminary list of sidewalks. Councilmember Looney made a motion to approve getting bids. Councilmember Sneve provided a second. In further discussion, Councilmember Raffield discussed recalling agreement with Pickens County at the first of the year on connecting sidewalks with the County at the City Park across from the Board of Elections and asked if that could be part of Phase 2. Councilmember Raffield made a motion that it be added to the list. Councilmember Looney provided a second. In further discussion, Mayor Lawrence asked if staff would be able to handle the preparation work and City Manager Douglas confirmed that it may be beneficial to go outside in certain circumstances and those details would be included in the bid. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (Item F) Consideration and approval of the purchase of concrete barriers for the area along the S-curves on Cove Road in addition to the creation of street lights for the safety of drivers. Lonnie Waters was asked to provide more information. The rockslide on Cove Road about a year ago was prevented from being catastrophic by concrete barriers that were in place. A LMIG grant has been approved and the City has received a check for \$19,000. There is a 30% match required. Waters met with Mr. Isabelle at Georgia Power and they agreed to install streetlights if City would provide traffic control while work was being done. DOT suggests the larger concrete barriers to be used at \$45 and 4,500 pounds each. Georgia Power will need an easement on two tracts of land that belong to the City and two that belong to the DDA. City Manager Douglas commented that the ROW purchases would be brought before the council at the August 3rd meeting. Mayor Lawrence asked for a motion to approve the purchase and installation of concrete barriers and street lights by Georgia Power. Councilmember Raffield motioned to approve and Councilmember Sneve provided a second. Motion to approve passed. Councilmember Foust did not vote.

Mayor Lawrence recognized the next item under new business (Item G) Consideration and approval of Tyler Technologies for the purchase of software at a cost not to exceed \$100,000. City Manager Brandon Douglas was asked to provide more information. Three bids were received. Tyler was not the lowest bid but has agreed to remove travel expenses as part of their training because most or all will be conducted remotely. Current software prohibits the ability for staff to work remotely. New software gives customers better online service versus in person. City Hall employees viewed demonstrations from all three bidders and the selection of Tyler Technologies was not only price related but also from the demo. Cost will be attempted to be offset through the CARES funding. Councilmember Sneve commended Lindsey Williams for the job she did in getting the bids and presenting findings. Councilmember Looney motioned to approve the purchase and Councilmember Raffield provided a second. In further discussion, Councilmember Raffield commented that the modern technology will allow the City to move forward like it should. Purchase allows better communication and engagement with community. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (Item H) Consideration and approval to purchase five workstations for administration at a cost not to exceed \$12,500. Mayor Lawrence commented that some of these workstations are still running on technology that should have been upgraded many years ago. Mayor Lawrence asked for a motion to approve the purchase. Councilmember Foust motioned to approve and Councilmember Sneve provided a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (Item I) Consideration and approval for TBS to bill and mail 2020 property taxes at a cost not to exceed \$3,500. Lindsey Williams was asked to provide more information. Harris is currently used to print and mail property taxes after we get the digest from the County. Staff is asking to continue using them for this year's taxes. Councilmember Sneve motioned to approve and Councilmember Raffield provided a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (Item J) Consideration for alterations to be made at City Hall and the Lobby in response to needed safety improvements. City Manager Brandon Douglas was asked to provide more information. There is a need and desire to provide separation on the administration side of the lobby in City Hall. On court days there is only one-way people with limited mobility can get to court. Asking for \$10,000 to make changes to lobby area to mirror utility side at \$6,500 and \$3,500 to build a wheelchair ramp, if possible, for access directly to the courtroom without going through the lobby. Funds may be reimbursed through CARES funding. Mayor Lawrence asked for a motion for approval. Councilmember Raffield provided a motion to approve for an amount up to \$15,000. Further comment was made by Councilmember Raffield that he understood staff was asking for \$10,000 but felt as though the expense should not be spared in light of safety. Councilmember Sneve provided a second. Motion to approve passed unanimously.

Mayor Lawrence recognized the next item under new business (Item K) Consideration of approval for advertising for alcohol license for Pendley Creek Brewing Company LLC to be located at 57 N. Main Street. Mayor Lawrence asked for a motion for approval. Councilmember Raffield motioned to approve the ad being placed and Councilmember Sneve provided the second. Motion to approved passed unanimously.

Mayor Lawrence asked for a motion to enter into executive session for possible legal claim. Councilmember Foust motioned to approve going into executive session with Councilmember Sneve providing a second. City Manager Brandon Douglas explained to the public and zoom participants that staff would be asked to leave the room and zoom would be silenced with the camera turned off. The Councilmembers on zoom would be teleconferenced in during the session. Motion to approve passed unanimously.

Mayor Lawrence asked for a motion to come out of executive session. Councilmember Foust motioned to approve coming out of executive session with Councilmember Sneve providing a second. Motion to approve passed unanimously.

Mayor Lawrence recognized committee reports.

Development Committee-Councilmember Proctor and Councilmember Raffield: Councilmember Dr. Proctor continuing meeting with CPL (re: Zoning ordinance) and everything is going well.

Streets/Parks Committee-Councilmember Foust and Councilmember Sneve: excited about the new playground and thankful for Mike and Kerry Poole and Southeast Outdoor Solutions for the fine job done building one of the finest playgrounds seen in a while. Mention made that Southeast Outdoor Solutions was a local vendor.

Administration Committee-Councilmember Sneve and Councilmember Looney: Working through updating job descriptions and hope to have them to present at next meeting.

Water/Waste Water Committee-Councilmember Dr. Proctor and Councilmember Foust: Working on building relationships with local providers over the last month. David Hall commended on the hard work he has put in.

Police/Fire Committee-Councilmember Raffield and Councilmember Looney: These are challenging times for our public safety with noted appreciation for the job they are doing. Events have happened downtown without incident.

City Manager Brandon Douglas provided a mid-year financial report.

Development Report-Lonnie Waters: provided a summary of activity in planning and zoning and the

building department. Chamber of Commerce's annual truck raffle will be televised, not in person. Ticket includes meal. Asked for permission to close Veterans Memorial Drive for 3 hours, 3:30-6:30, on August 8 to distribute approximately 600 meals. Councilmember Raffield provided a motion to approve closing the road from noon until 8:00 pm on August 8. Councilmember Sneve provided a second. Motion to approve passed unanimously.

City Manager's Comments-Applauded the collective elective body, City Attorney and staff for a list of accomplishments in the first 6 months of a year with met with unusual challenges. Major accomplishments were mentioned. Councilmember Looney asked for introduction of new employee Beverly Ragland, Finance Director/City Clerk. City Manager acknowledged Lindsay Williams and Tara Benson for their hard work. Entire Council thanked City Manager Douglas for the phenomenal job he has done.

Mayor Lawrence asked for a motion to adjourn with Councilmember Foust providing a motion and Councilmember Raffield providing second.

Meeting adjourned.



Steve Lawrence
Mayor



Beverly Ragland
Finance Director/City Clerk