

CITY OF CORNELIA
MINUTES OF COMMISSION MEETING
November 5, 2019

The Cornelia City Commission met in a Workshop Session on Tuesday, November 5, 2019 at 5:00 PM at the Cornelia Community House, 601 Wylly Street, Cornelia, GA. Mayor J.C. Irby, Jr. called the meeting to order and the following members were present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr., and Janice Griggs. Also, present: City Attorney Steve Campbell, City Manager Donald Anderson, Human Resource Manager Diane Feorino, and City Clerk Janie N. Henderson.

Mary Beth Horton, Habersham County Executive Director, presented the Hotel/Motel Tax Report for the 3rd Quarter. She also provided some of the samples of advertising for the quarter. A copy of the report is made an integral part of these minutes.

City Manager Anderson introduced each item on the agenda and asked if further explanation was needed. A copy the draft Budget was also provided.

Commissioner Bagwell made the motion to close the meeting and to enter into Executive Session at approximately 5:40 PM to discuss Litigation; seconded by Commissioner Dodd. Approved 4 – 0.

Commissioner Dodd made the motion to close the Executive Session and open the meeting at approximately 5:50 PM; seconded by Commissioner Cook. Approved 4 – 0.

The Mayor and Commission took a 10 minute break prior to the Regular Meeting.

Janie N. Henderson, City Clerk

J.C. Irby, Jr., Mayor

CITY OF CORNELIA
MINUTES OF COMMISSION MEETING
NOVEMBER 5, 2019

The Cornelia City Commission met in Regular Session on Tuesday, November 5, 2019 at 6 PM at the Cornelia Community House, 601 Wylly Street, Cornelia, GA. Mayor J.C. Irby, Jr. called the meeting to order and the following members were present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr., and Janice Griggs.. Also present: City Attorney Steve Campbell, City Manager Donald Anderson, Jr., Human Resource Manager Diane Feorino, and City Clerk Janie N. Henderson.

Commissioner Bagwell gave the invocation. Mayor Irby led the Pledge of Allegiance.

Approval of the Agenda – City Manager Anderson stated that Executive Session for litigation was held during the Workshop Meeting, so amend that for Personnel only and remove Item 13. He noted no action was taken during the Executive Session. Commissioner Bagwell made the motion to remove approve the November 5, 2019 Agenda as amended by the City Manager; seconded by Commissioner Cook. Approved 4 - 0.

Commissioner Dodd made the motion to approve the October 1, 2019 Commission Meeting Minutes as submitted; seconded by Commissioner Cook. Approved 4 – 0.

Community Development Manager Monthly Report – Jessie Owensby came forward to present her October Report. A copy of this report is made an integral part of these minutes.

City Manager’s Monthly Report – City Manager Anderson presented his September Monthly Report. A copy of this report is made an integral part of these minutes.

Public Forum – No comments were heard.

Ordinance 10-19-01, Amendment to Chapter 8 of the Municipal Code – Mr. Anderson stated the ordinance has been posted and we received no comments from the Public. When we adopted the County’s Animal Control Ordinance the section prohibiting roosters within the city limits was left out. Commissioner Dodd made the motion to approve Ordinance 10-19-01, Amendment to Chapter 8 of the Code, Prohibiting roosters inside the city limits; seconded by Commissioner Griggs. Approved 4 – 0.

City Attorney Steve Campbell opened the Public Hearing concerning the proposed increase to the Occupational Taxes. City Manager Anderson said we haven’t increased our fees in over 5 years. We attempted to compare our fees to other cities none of them have the same structure as we do as far as the number of employees. We are proposing an increase of 10% to our Occupational Tax and an increase in the Administrative Fee from \$5.00 to \$15.00. Mayor Elect John Borrow was present at the meeting and he stated that they have seven businesses and Cornelia falls right in the middle of the scale of what other cities charge them. No further comments were heard either in favor or against the proposed increase. City Attorney Campbell closed the Public Hearing.

Commissioner Dodd made the motion to increase the Occupational Tax Fees by 10% and raise the Administrative Fee from \$5.00 to \$15.00; seconded by Commissioner Bagwell. Approved 4 - 0.

City Attorney Campbell opened the Public Hearing concerning the proposed 2020 Budget. City Manager Anderson introduced the proposed 2020 Budget.

He stated as always we have strived to keep the cost of providing city services as low as possible despite rising costs. The General Fund Budget is larger than the 2019 Budget by \$904,995; some of the increase is due to the Level Grove Sidewalk Project which is \$500,000. We are also adding 2 fulltime firefighter positions which will allow us to have 2 firefighters at both of our stations 24 hours per day. The remainder of the increase is due to increased cost to provide services to our citizens. The Water and Sewer Budget is significantly smaller than 2019 by \$14,477,567. This is due to the completion of the new Water Plant and Reservoir Project. Capital Projects in the Water & Sewer Budget include: the 2018 CDBG Sewer Project - \$1,478,000; Waste Water Plan Sand Filter Replacement - \$800,000; Chenocetah Water Line Project - \$923,000; and the Hoyt Street Sewer Project - \$518,950. These projects will be funded through our CDBG Grant of \$750,000 as well as \$200,000 of loan funds not utilized for the Water Meter Replacement Project and the remaining funds will come from the Water & Sewer Revenues.

SPLOST Projects planned are: re-surfacing Grier Street, Skyland Drive between Dolson Street and Highland Avenue, Yonah Street between South Main Street and Highland Avenue, Circle Drive, Slayton Street, and Alston Ridge Subdivision. Also included in the SPLOST Budget is the replacement of the Sewer Lift Station located near Hampton Inn and to pay the loan for the Police Vehicles.

Stormwater Utility Projects include the following drainage projects: Old Level Grove Road, Alston Ridge, Chenocetah Drive, and the Cox Street, and the Hoyt Street. These much needed projects will be funded with our Stormwater Utility Fund. Also included is a portion of the cost for 2 employees whose primary function is Stormwater Maintenance.

Also included in this budget are the E911 Radio Fees for \$15,400, County Animal Control Fees of \$34,341 and a commitment of \$15,000 to the Habersham Partnership for Growth. The recent trend continues to be competition with other agencies for our employees. We are also competing with private industry which with the better economy brings higher paying jobs. So we are giving our employees a 4% increase in an effort to keep them.

The General Fund will rely on a transfer from the Water & Sewer Fund in the amount of \$850,000; use \$317,759 from prior fund balance, of which includes \$136,000 from GDOT LMIG for 2018 and 2019. We will use \$60,000 from our Hotel/Motel Tax Capital Improvement Funds, which are kept in a separate account for the purpose of Tourism Related Capital Projects.

Noteworthy Programs and Projects include:

Basketball Goal Replacement	\$15,000
Street Resurfacing	\$400,000
Chenocetah Water & Sewer and Drainage Project	\$1,123,000
Ward 4 Sewer and Drainage Project	\$1,400,000
Hoyt Street Sewer and Drainage Project	\$ 608,700
Lift Station located at Hampton Inn	\$ 459,800
Level Grove Sidewalk Phase II	\$1,200,000
City Park Camera Project	\$ 45,000

No further comments were heard in favor or in opposition to the 2020 Budget. City Attorney Campbell closed the Public Hearing.

Commissioner Dodd made the motion to adopt the 2020 Budget as presented by the City Manager; seconded by Commissioner Griggs. Approved 4 – 0.

Commissioner Dodd made the motion to approve the Consent Agenda which included: (1) Resolution Supporting Locally Established Building Design Standards; (2) Appointment of Emily Herrin to the Downtown Development Authority; and (3) Budget Adjustment to move \$3,482.05 from 505- 227-60.1030 Program Funds to 505-227-51.1100 Salaries; seconded by Commissioner Cook. Approved 4 – 0.

SCADA Connection – City Manager Anderson explained that over the past several years we have been working to get all of our Water Tanks and Lift Stations onto one SCADA Network. The KWAY Water Tank and Alpine Lift Station can be connected wirelessly verses by fiber which is more expensive. The cost to run fiber to the KWAY Water Tank is \$42,456 and the Alpine Lift Station is \$8,144. We have attached a proposal from GCI Broadband out of Toccoa to connect these 2 sites wirelessly for \$15,001.70. Our IT Director has reviewed the proposal and is recommending that we accept the GCI Broadband Proposal. Commissioner Cook made the motion to approve the GCI Broadband Proposal of \$15,001.70 for the wireless SCADA connection; seconded by Commissioner Bagwell. Approved 4 – 0.

Quotes for Scissor Lift – City Manager Anderson stated that the budget for the new Water Plant includes funding for a scissor lift to be used inside the building. We have received quotes for 3 different models from Yancy Rental Store for this equipment. The lowest quote is for a Skyjack 26 foot Scissor Lift for \$15,580; He explained that the lift would be used for other things also. Commissioner Cook made the motion to approve the purchase of the Skyjack 26 Foot Scissor Lift for \$15,580; seconded by Commissioner Bagwell. Approved 4 – 0.

Commissioner Dodd made the motion to close the meeting at approximately 6:35 PM and enter Executive Session to discuss Personnel; Seconded by Commissioner Bagwell. Approved 4 – 0.

Commissioner Dodd made the motion to close the Executive Session and open the meeting at approximately 6:55 PM; seconded by Commissioner Bagwell. Approved 4 – 0.

Mayor Irby stated that Personnel were discussed, but no action was taken.

Commissioner Dodd made the motion to adjourn the meeting at approximately 6:55 PM; seconded by Commissioner Bagwell. Approved 4 – 0.

Janie N. Henderson, Secretary to the City
Commission/City Clerk

J.C. Irby, Jr., Mayor

STATE OF GEORGIA, COUNTY HABERSHAM
CITY OF CORNELIA, GEORGIA

AFFIDAVIT OF PRESIDING OFFICIAL(S) FOR A CLOSED PUBLIC MEETING

While in Regular Session, the motion was made to enter into an Executive Session to discuss certain matters in a closed session.

(x) To discuss with council pending and/or potential litigation, settlement claims, administrative proceedings or other judicial actions, which is exempt from the Open Meetings Act pursuant to O.C.G.A. Section 50-14-2(1).

() A meeting to discuss the purchase, disposal of, or lease of property; authorize the ordering of an appraisal related to the acquisition or disposal of real estate; enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote; or enter into an option to purchase, dispose of, or lease real estate subject to approval in subsequent public vote, which is excluded from the Open Meetings Act pursuant to Section 50-14-3(b)(1)(C).

(x) A meeting discussing the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee, which is excluded pursuant to O.C.G.A. Section 50-14-3(b)(2).

() Discussion in Executive Session of Records that are otherwise protected from disclosure under the Open Records Act as pursuant to O.C.G.A. Section 50-14-3- (b)(4).

 X The subject matter of the Executive Session of the Regular Session was devoted to matters within the exceptions provided by law.

 Because of events occurring during the closed session, I am unable to affirm the subject matter of the Executive Session of the Regular Session was devoted to only matters within the exceptions provided by law.

James C. Irby, Jr., Mayor, City of Cornelia

Sworn to and subscribed before me this
 5th day of November , 20 19 .

Notary Public