

CITY OF CORNELIA
MINUTES OF MEETING
MAY 2, 2023

The Cornelia City Commission met in a Workshop Session on Tuesday, May 2, 2023, at 5:00 PM in the Cornelia Municipal Building Conference Room, 181 Larkin Street, Cornelia, GA. Mayor, John Borrow, called the meeting to order and the following Commissioners were present: Tony Cook, Janice Griggs, Mark Reed, and Don Bagwell. Also, present: City Attorney, Steve Campbell, City Manager, Donald Anderson, City Clerk, Debbie Turner and IT Director, Jeremy Dundore.

Mayor Borrow opened the meeting at 5:05 and asked City Manager Anderson to go over the items on the agenda. Mr. Anderson said that the Ordinance Amending the GMESB Retirement Plan was posted, and no comments were heard. The Public Hearing was discussed for 490 Galloway Street, Mayor Borrow said that he and Commissioner Reed had walked the property and had some concerns. Mayor Borrow said they did not think the parking would be adequate and if the Townhomes were just tilted in a different direction, it might give more room. Commissioner Reed said he did not think the property was large enough for what the Property Developer is proposing. After a long discussion about the Variance concerning the vegetative buffer request as well as the 0.29 acres that the townhomes would be placed on, they determined that they would like to speak with the developer Zane Stewart or Engineer James Irvin before the meeting. City Manager Anderson stated that that our new water plant can't be manually operated because of the new technology so we need to have spare parts on hand for the new water plant because some of the parts could take up to 9 months to get. They discussed the Proposals from Habersham Metal for the Level Grove Wall. Commissioner Bagwell said he does not feel like people will be able to read the words on the bottom of the sign, Commissioner Reed said we should go back to Home of the Big Red Apple logo. City Manager Anderson explained we have been with our current software company since 2008 and have been less than satisfied. He said hours have gone into demoing new software companies and we have two software proposals to consider, but he said everyone agrees that we should go with Tyler Technologies; not only will they provide superior software, but every department will be using the same software. City Hall, Court Services and Public Safety. The remaining items on the agenda were discussed.

Debbie Turner, City Clerk

John Borrow, Mayor

CITY OF CORNELIA
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MAY 2, 2023

The Cornelia City Commission met in a Regular Session on Tuesday, May 2, 2023, at 6 PM in the Cornelia Municipal Courtroom, 181 Larkin Street, Cornelia, GA. Mayor, John Borrow, called the meeting to order and the following Commissioners were present: Tony Cook, Janice Griggs, Mark Reed, and Don Bagwell. Also, present: City Attorney, Steve Campbell, City Manager, Donald Anderson, and City Clerk, Debbie Turner.

Commissioner Bagwell gave the invocation and Special Guest Judah Borrow with the help of Mayor Borrow led the Pledge of Allegiance.

Commissioner Reed made the motion to Approve the Agenda, seconded by Commissioner Bagwell. Approved 4 - 0

Commissioner Bagwell made the motion to approve the April 4th minutes as submitted, seconded by Commissioner Griggs. Approved 4 - 0

City Manager Report- City Manager Anderson stated that a fence has been installed around the splash Pad to address safety concerns. Mr. Anderson said we have started a new water resources educational program to earn points on our Water First renewal. We are holding a fire hydrant decorating contest in middle and elementary schools, three designs will be selected and painted on the hydrants. Garrett Paving has started working on the Markets Corner Drive project; the rebuilding of the road will be completed with a Technology called full depth reclamation. Mr. Anderson said that on June 1st the city will change from Humana Insurance to Blue Cross and our premiums will be reduced by 3%. Mr. Anderson stated that we had nine citizens attend our first comprehensive Plan Update meeting. Two more meetings will be held and there is an online survey until the end of May. A copy of his report is made an integral part of the minutes.

Public Forum Phyllis Tutt came forward to ask about paving Tutt Road and MLK. Mr. Anderson explained that those roads are not on the list this year, but that any potholes would be repaired. Mr. Anderson said that he would like to have Public Works look into it. Mayor Borrow thanked her for coming.

Old Business:

Ordinance Amending GMEBS Retirement Plan – City Manager Anderson explained that this ordinance was posted and no comments for or against it. The ordinance will allow Public Safety Employees to retire at 55 with 25 years of service. Commissioner Reed made the motion to adopt the ordinance, seconded by Commissioner Bagwell. Approved 4 - 0

Public Hearing:

Public Hearing for 490 Galloway Street – The Property Developer, James Irvin asks that the item be tabled. Commissioner Reed made the motion to table the hearing, seconded by Commissioner Griggs. Approved 4 - 0

New Business:

Request to Purchase Spare Parts for the Water Plant – City Manager Anderson explained that our new water plant cannot be operated manually, so we need to be able to have spare parts on hand if we need them. The lead time on some of the parts is up to 9 months so it is crucial we have them on hand. The amount for the list that Public Utilities Director, Keith Ethridge has provided will cost \$39,249, the parts will be paid for with ARPA funds. Commissioner Griggs made the motion approve the parts at a cost of \$39,249, seconded by Commissioner Reed. Approved 4 - 0

Proposal from Habersham Metals for Level Grove Wall – Commissioner Reed said that he thinks that we do need to include “Let the Tracks Lead you here” since this is the city’s slogan. After some discussion it was decided to request a quote without the slogan in order to compare quotes. Commissioner Reed made the motion to table the item, seconded by Commissioner Bagwell. Approved 4 - 0

Resolution to Apply DNR Land & Water Conservation Grant – City Manager Anderson explained that this resolution authorizes us to apply for a DNR Land & Water Conservation Grant. The grant will be used to help fund a walking trail along the Mud Creek Stream Bank and build an Inclusive Playground. Commissioner Reed made the motion to adopt the Resolution, seconded by Commissioner Griggs. Approved 4 - 0

Proposal from Next Site for Economic Development Assistance – City Manager Anderson explained that this company helps recruit new business and provides consumer analytics. We have used them in the past and their consumer travel pattern analytics is a very valuable economic development tool. They offer two options, the first is a standard option of \$35,000 per year or a success option

of \$10,000 per year. Both options will provide access to analytics, assistance with retail and restaurant targeting, access to real estate contacts and quarterly updates. With the Success Fee option if they recruit a business on the list, we will pay them a recruitment fee. Commissioner Reed made a motion to go with the Success Fee Option, seconded by Commissioner Griggs. Approved 4 - 0

Proposal for New Software - City Manager Anderson said that we have been with our current software company (Smart Fusion) since 2008. We budgeted through our SPLOST project list to purchase new software; many hours have been spent demoing several software programs. We received 2 proposals, one from Edmunds and one from Tyler Technologies, both have very good references. After reviewing both we have decided to recommend Tyler Technologies, the upfront cost will be \$148,170 and the annual fees will be \$65,775.00. Mr. Anderson said it is an increase from what we pay for our current software, but he says he thinks the services and support are worth the increase. Commissioner Reed made the motion to accept the bid from Tyler Technologies, seconded by Commissioner Griggs. Approved 4 - 0

Proposal for Court and Public Safety Software - City Manager Anderson, said that for our Court software we use CIT and for Public Safety we use SSI software. We would like to switch to Tyler Technologies for a cost of \$113,275 and the annual fees will be \$13,631, this would bring City Hall, Court, and Public Safety under one software provider. It is an increase from what we pay now but he thinks it is worth it. Commissioner Reed made the motion to accept Tyler Technologies for Court and Public Safety software, seconded by Commissioner Bagwell. Approved 4 - 0

Bids for Janitorial Services - City Manager Anderson said that we have received two bids for our Municipal Building cleaning. The low bidder is Pam's Cleaning Service, LLC, in the amount of \$2,765 per month. Commissioner Bagwell made the motion to approve Pam's Cleaning Service, seconded by Commissioner Reed. Approved 4 - 0

Adjourn - Commissioner Bagwell made the motion to adjourn the meeting at 6:42, seconded by Commissioner Griggs. Approved 4 - 0

Debbie Turner, City Clerk

John Borrow, Mayor