

CITY OF CORNELIA
MINUTES OF MEETING
MARCH 7, 2023

The Cornelia City Commission met in a Workshop Session on Tuesday, March 7, 2023, at 5 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, and City Clerk, Debbie Turner.

Mayor Borrow opened the meeting and reminded the Commissioners that the Habersham Historical Society is having their annual gala Saturday March 11th. Mayor Borrow said we do have a Pinning Ceremony for the Fire Dept. that Chief Jenkins will preside over. City Manager, Donald Anderson went over the items on the agenda. Mr. Anderson explained the public hearing for the amendment to the zoning Ordinance to allow PUDs. He said the development would have some flexibility to present what they would like to do, he said it could be mixed use. Mr. Anderson said there are no allowed uses it is a case-by-case situation. City Attorney, Steve Campbell explained that it could have commercial and residential on a large-scale lot, but it also will encourage green spaces. City Manager, Anderson said that it was approved by the Planning Committee. Commissioner Reed said thinking about redevelopment and infill he asks if someone purchased a property that was blighted does the City have anything in place to have them bring it up to code. Mr. Anderson said that we do have a code section that deals with blighted property and that we can implement 7 times the millage rate until the property is brought up to code. When it is brought up to code, they will get all their money back. Mr. Anderson went over the CDBG grant proposals from Carter & Sloope as well as the GEFA project. Concerning the GEFA project Mr. Anderson said that we had two firms respond, Carter & Sloope and Falcon Design but after going over the proposals Falcon Design didn't list any water projects. After speaking with Mr. Crawford from Falcon Design he and Public Utilities Director, Keith Ethridge suggests that we go with Carter & Sloope due to this being such a large waterline project. The other items on the agenda were discussed. The workshop adjourned at 5:40 PM and entered executive session for real estate.

Commissioner Bagwell made the motion to enter executive session,
seconded by Commissioner Reed. Approved 4 - 0

Commissioner Reed made the motion to exit the executive session,
seconded by Commissioner Griggs. Approved 4 - 0 No Action

Debbie Turner, City Clerk

John Borrow, Mayor

CITY OF CORNELIA
MINUTES OF MEETING
MARCH 7, 2023

The Cornelia City Commission met in a Regular Session on Tuesday, March 7, 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.

Phillip Smith gave the invocation and Mayor Borrow led the Pledge of Allegiance.

Commissioner Cook made the motion to Approve the Agenda with Executive Session added that was held in the Workshop, No Action Taken, seconded by Commissioner Bagwell. Approved 4 - 0

Commissioner Bagwell made the motion to approve the February 7th minutes as submitted, seconded by Commissioner Griggs. Approved 4 - 0

Pinning Ceremony - Fire Chief, Billy Jenkins awarded Matthew Williams, Michael Hall, and Christopher Bruce as the 3 new lieutenants. Drake Meister, Dustin Henson, and Lee Humphrey was awarded the 3 new captain positions. Josh Hazel gave the oath of office to the firefighters. Mayor Borrow thanked them for their commitment to the city and the citizens of Cornelia.

City Manager Anderson gave his monthly report, Arbor Day was celebrated on February 17th and two Dogwood trees were planted in front of the Chenocetah water tank. GMA has designated Cornelia as a Certified City of Civility. Mr. Anderson said he had spoken with GDOT about a permit to install flashing signs at the crosswalk from Community Brew & Tap to Cornelia Pharmacy, they are looking into it and we should have an answer soon. Mr. Anderson stated that the Comprehensive Plan stakeholders committee has finalized the online survey and are now working on the required dates for the public meetings. The committee is also working on a vision statement for the city, the existing one has not been updated since 2008. Mr. Anderson also reported that we had an issue with a team who was using the ballfield and would not leave even through another team had it reserved. As a result, a key will be given to ones that have it reserved so there are no further issues. A copy of his report is made an integral part of the minutes.

Public Forum: No Comments were heard.

Old Business: None

Public Hearings:

Amendment to the Zoning Ordinance to Create a PUD Zoning Designation

Mayor Borrow opened the Public hearing, Mr. Anderson explained that a planned unit Development (PUD) is a type of flexible zoning that redefines land uses within a stated land area. PUDS consist of unitary site plans that will promote the creation of open spaces, mixed-use housing, and land uses, as well as environmental preservation and sustainability, and development flexibility. Mayor Borrow ask if anyone would like to speak for or against it. No one came forward. Mayor Borrow closed the Public Hearing. Commissioner Cook made the motion to post the amendment to the Zoning ordinance, seconded by Commissioner Reed. Approved 4 - 0

New Business:

Engineer for CDBG Project - Mr. Anderson stated that the City issued an RFQ for engineering services for the 2023 CDBG project, only one response was received from Cater & Sloope. Due to their experience with our CDBG projects before he recommends hiring them for this project. Commissioner Reed made the motion to hire Carter & Sloope, seconded by Commissioner Griggs. Approved 4 - 0

CDBG Grant Administration - Mr. Anderson stated that the City issued an RFQ for Grant Administration services for the 2023 CDBG project, only one response was received from Cater & Sloope. Due to their success with our CDBG projects before he recommends hiring them for this project. Commissioner Reed made the motion to hire Carter & Sloope, seconded by Commissioner Griggs. Approved 4 - 0

Engineer for GEFA Project - The City issued an RFQ for engineering services for the Old Level Grove water line project, the project will be funded by with GEFA funds. We received 2 responses, Carter & Sloope and Falcon Design. Per GEFA guidelines both firms were independently rated, and interviews were conducted. Based on the scores of both companies, Carter & Sloope was the best firm to handle the project.

Commissioner Bagwell made the motion to hire Carter & Sloope, seconded by Commissioner Cook. Approved 4 - 0

Approval of Acting City Manager Designee - Our City Charter requires that the City Commission shall approve an administrative officer to function as acting City Manager in the event the City Manager is absent or cannot perform their duties. Mr. Anderson said he would like to appoint our Public Safety Director, Chad Smith as acting City Manager. Commissioner Cook made the motion to appoint Chad Smith, seconded by Commissioner Griggs. Approved 4 - 0

Ordinance # 03-23-02, Amendment to Require Meters on Fire Systems - City Manager, Anderson said that we currently do not require water meters to be installed on Sprinkler Systems, but we do require a detection check valve that allows us to know when water is going through the system. This amendment would require water meters to be installed on all fire sprinkler systems. The customer would only be billed if water goes through the meter. Commissioner Bagwell made a motion to post the amendment to the ordinance, seconded by Commissioner Reed. Approved 4 - 0

Agreement with Carter & Sloope for Paving Project - Mr. Anderson stated that this is an agreement with Carter & Sloope for the engineering and construction management for this year's paving project. The paving project will include Dolson St., Banks St., Sunrise Circle and Market Corners Drive. The project has a fee of \$50,240 that is added in budget for this year. Commissioner Reed made the motion to hire Carter & Sloope for the paving project, seconded by Commissioner Griggs. Approved 4 - 0

Quote to Convert Garbage Truck into a Rollback Wrecker - City Manager, Anderson said that for several years we have wanted to purchase a rollback wrecker but the cost for a used one is \$120,000. Public Works Director, Clif McIntyre has suggested since we no longer pick up trash that we convert a garbage truck into a rollback wrecker. Pro-Formance Carriers from Blairsville has given us a quote for \$36,400 to remove the compactor bed and install a rollback on the chassis. The compactor bed will be sold at auction and should bring about \$15,000. ARPA funds will be used to pay for the conversion. Commissioner Cook made the motion to approve Pro-Formance complete the work, seconded by Commissioner Griggs. Approved 4 - 0

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Adjourn - Commissioner Reed made the motion to adjourn the meeting at 6:38, seconded by Commissioner Cook. Approved 4 -0

Debbie Turner, City Clerk

John Borrow, 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 an Executive Session to discuss certain matters in a closed session.

() 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).

() 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).

XThe 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.

John Borrow, Mayor, City of Cornelia

Sworn to and subscribed before me this March 7,
2023

Notary Public