

CITY OF CORNELIA
MINUTES OF MEETING
APRIL 2, 2024

The Cornelia City Commission met in a Workshop Session on Tuesday, April 2, 2024, at 5:00 PM in the Commission Conference Room, 181 Larkin Street, Cornelia, GA. Mayor, John Borrow, called the meeting to order and the following Commissioners were present: Janice Griggs, Mark Reed, Don Bagwell, and Tony Cook was absent. Also, present: City Attorney, Steve Campbell, City Manager, Donald Anderson, City Clerk, Debbie Turner.

Mayor Borrow called the meeting to order at 5:00, Habersham County Chamber President, Ellie Van Doorman gave her report. Ms. Doorman gave an overview of 2023 and her quarterly report, she said the report shows for 2023 that we spent a little more than we received. The bulk of the money spent was on the ads in the Atlanta Magazine as well as h20 Creative Group for a second year. Ms. Doorman said that they managed all social media content, but they have decided to end the contract on April 30, 2024, due some issues with the quality of content they have been receiving however we do own the media content. Ms. Doorman stated that Visit Habersham is now live, and she also provided a video of the website. Commissioner Reed asked her what the Chamber overall budget was. She said it was about \$500,000. Mr. Reed said that with Cornelia contributions of \$80,000 how much is Cornelia featured she responded by saying at least 50% and that a lot of the Main Street business are featured on the Visit Habersham website. Commissioner Reed said that he would like to see Cornelia featured more. Ms. Doorman said that in 2024 they will focus more on the travel magazines more and with the savings they will recoup from ending the contract from h20 they want to invest in Capital Tourism for Cornelia. Ms. Doorman said that she and Jessie Owensby will be working on signage coming in from old 441 to downtown Cornelia. She also discussed the new website and the different areas on the site that you can get information on, such as things that are available to visitors. Commissioner Bagwell suggested that the railroad museum be featured and put an emphasis on kids and what there is to do for them. City Manager Anderson asked if they are still moving forward with the expansion plan for the Chamber's property, she said yes, the renovation project is still going forward, but it is a very slow process. Her report is made an integral part of the minutes.

The Mayor and Commissioners moved onto the items on the agenda, the repairs to the step screen at the WWTP were discussed and the urgent need for the repairs due to the breaker tripping at night and causing sewer to overflow. They also discussed Ordinance #04-24-01, Motor Vehicle Repair Facilities. Mayor Borrow said he had already got a call about it as well as City Manager Anderson had received an email about it after Now Habersham did a story on it. Commissioner Reed asked where the four cars per bay came from. City Attorney Campbell said that the ordinance was pulled from College Park. City Manager Anderson said that the number could be adjusted if needed. Commissioner Bagwell said he does not want it to ever look that we are trying to close a business down. After a very lengthy discussion everyone agreed they would like to hear from the Public.

The meeting adjourned at 5:50

Debbie Turner, City Clerk

John Borrow, Mayor

CITY OF CORNELIA
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The Cornelia City Commission met in Regular Session on Tuesday, April 2, 2024, at 6:00 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: Janice Griggs, Mark Reed, Don Bagwell, and Tony Cook was absent. Also, present: City Attorney, Steve Campbell, City Manager, Donald Anderson, City Clerk, Debbie Turner.

Commissioner Bagwell gave the invocation and Commissioner Griggs led the Pledge of Allegiance.

Commissioner Reed made the motion to Approve the Agenda, seconded by Commissioner Bagwell. Approved 3 -0

Commissioner Bagwell made the motion to approve the March 5th minutes as submitted, seconded by Commissioner Griggs. Approved 3 - 0

City Mangers Monthly Report:

City Manager Anderson stated that he spoke with Connor Poe with Norfolk Southern about the rail crossing project. All the materials are onsite, and the railroad hopes to complete the project in June. The reservoir cleanup on March 23rd was very successful! We had 9 volunteers show up and they picked up 300 pounds of garbage. The Police Department conducted 177 traffic stops, responded to 52 accidents, 23 shoplifting/thefts, and 29 alarms. They responded to a total of 857 calls for the month. The Investigative Division opened 4 new cases, closed 7 cases, and made 3 arrests. We distributed 2 car seats and trained 4 care givers. Probation has 268 active cases and collected \$8,349 in fines. Probationers completed 200 hours of Community Service with a value of \$1,450. The Municipal Court managed 110 cases and collected 2,712 in fines. The Building Department issued 14 permits and collected \$2,241 in permit fees. They completed 16 residential inspections, 14 commercial inspections, 3 plan reviews and issued 6 certificates of occupancy. Code Enforcement opened 21 new cases and closed 24 cases. They have 13 active cases. The Fire Department responded to 114 calls and completed 345 hours

of training. The Fire Marshal completed 14 inspections, issued 2 certificates of occupancy, 1 plan review, and investigated 1 fire. The Wastewater Plant treated 98 million gallons of sewerage. The Water Plant produced 88.1 million gallons of drinking water. We recorded 4.1 inches of rain; the new reservoir level is at 27.5 feet and the old reservoir is at full pool. The Maintenance Department repaired 4 water leaks and 5 sewer blockages. Public Works cleaned and inspected the Community House following 14 events. They completed 16 work orders. They repaired the bathrooms at the Library, the City Park bathrooms, and a water line at the Community House. They repaired several of the Story Trail boxes that were damaged by vandalism. The Maintenance Shop repaired 40 vehicles and serviced 37 vehicles. Our Main Street manager, Noah Hamil, has been awarded a scholarship to attend the National Main Street Conference. This year's Conference will be held in Birmingham, Alabama. His report is made an integral part of the minutes.

Public Forum:

Old Business: None

Public Hearings: None

New Business:

Repairs to Step Screen at the Wastewater Plant

City Manager, Donald Anderson explained that the step screen is the first part of the wastewater treatment process. The screening removes objects such as rags, paper, plastic, and metals to prevent clogging the downstream equipment. The screen was installed when the upgrade project was done in 2008. Since November of 2023 we have been having issues causing the power to trip and it trips overnight when no one is there causing sewer to overflow onto the ground. It is supposed to be upgraded with the new project, however he said we cannot wait until then. Huber Technology is the only company that provides the equipment, and the cost is \$17,268.29. Mr. Anderson recommends that it be paid out of our Capital Reserve Fund, and we will recoup that funding out of the Bond proceeds from the upgrade project. Commissioner Reed made a motion to purchase the equipment from Huber Technology and pay for it from the Capital Reserve Fund, seconded by Commissioner Griggs. Approved 3 – 0

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Ordinance # 04-24-01, Motor Vehicle Repair Facilities

This ordinance will amend Chapter 12, Business and Business Regulations of the Municipal Code. The purpose of the ordinance is to set regulations for Motor Vehicle Repair Facilities pertaining to the number of vehicles that can be onsite at a time. This ordinance will limit the number of vehicles waiting to be repaired to 4 per bay. A bay is defined as an unobstructed area no less than 10' x 20' in size devoted exclusively to automotive repairs. Commissioner Bagwell made a motion to post the ordinance for public comment, seconded by Commissioner Reed. Approved 3 - 0

Debbie Turner, City Clerk

John Borrow, Mayor