

CITY OF CORNELIA  
MINUTES OF WORKSHOP MEETING  
March 5, 2024

The Cornelia City Commission met in a Workshop Session on Tuesday, March 5, 2024, 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.

Mayor Borrow opened the meeting and noted we have no old business or public hearings at tonight's meeting. Mayor Borrow asked City Manager, Donald Anderson about the readoption of the GMES retirement? Mr. Anderson said that nothing has changed, we just must readopt the most recent IRS-approved Adoption Agreement. They also went over the Statewide Mutual Aid Agreement and the items for Carter & Sloope. Mr. Anderson explained the Georgia Fund 1 Investment Account stating that he would like to move some of our reserve funds to this account. He explained that we are receiving 2.46% interest from United Community Bank now and that Georgia Fund 1 is paying 5.38% interest. If approved, he and Melaine will work on an investment policy as to when the funds will be moved. They discussed the Official Intent Resolution, Mr. Anderson said we need to pursue a revenue bond to fund the Wastewater Plant expansion. This resolution is just stating that we expect to issue a revenue bond not to exceed \$30,000,000. They went over the bid from Higgins Construction in the amount of \$558,835 for the Pine & Ellis Street Strom Project, Higgins was the lowest bid out of three bids we received.

Carol Logeran from Arbor Gate came to speak about a hole on Arbor Gate Road, she said she is concerned that a vehicle will get damaged. Ms. Logeran asked if we have preventive maintenance, City Manager Anderson stated that we do but it might be a problem from the Construction Co. and we would look into it. Don Higgins came in with concerns about the trains going so fast. Mayor Borrow said that we are in contact with Norfolk Southern about some other things and we could ask them about slowing down the trains. City Manager Anderson said that he knew in the past that they have slowed them down when we have had events downtown, he reiterated what Mayor Borrow said that we would ask. Jerry Neice, Now Habersham asked when the tracks would be resurfaced? City Manager said they were waiting on all the materials.

Commissioner Reed made a motion to close the workshop at 5:28 and enter executive session, seconded by Commissioner Bagwell. Commissioner Bagwell made the motion to close the executive, seconded by Commissioner Reed. No Action taken!

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Debbie Turner, City Clerk

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John Borrow, Mayor

CITY OF CORNELIA  
MINUTES OF MEETING  
March 5, 2024

The Cornelia City Commission met in Regular Session on Tuesday, March 5, 2024, at 6:00 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.

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

Commissioner Reed made the motion to approve the agenda, seconded by Commissioner Cook. Approved 4 -0

Commissioner Bagwell made the motion to approve the February 6th minutes as submitted, seconded by Commissioner Reed. Approved 4 - 0

City Manager's Monthly Report: I attended the GMRC Quarterly Manager's Meeting of all the city and county managers in our region. The main focus of this meeting was the Inland Port that is under construction in Hall County. The facility is scheduled to open in 2026 and will have an annual lift capacity of 200,000 containers. The port itself will only employ 20 people, however, it is expected to create thousands of jobs in the area. We have already seen some benefits because of this project with the increase in housing construction and a new industry moving into the old Candle Factory downtown. Melanie attended the HC3 Meeting which focused on the proposed LOST. By law any revenue generated from a LOST must be used to lower the millage rate. Based on the preliminary numbers that the county presented we will be able to cut our millage rate in half. We currently have openings on the Habersham County Library Board and the Northeast Georgia Housing Authority. Any member of the public interested in serving on either of these Boards is asked to contact me directly. I have engaged the Carl Vinson Institute to update the Master Plan that they created for us last year. The area that they will be focusing on is the property that the city just acquired for a downtown entertainment & festival park next to the depot. At the request of the Reeves family, they will also incorporate their property located on Rosa

Parks into the plan. They are extremely busy and hope to begin the project in June or July. Mr. Anderson also gave updates on all the departments; Commissioner Reed asked if we had an inflow issue because of the high sewer that we are treating. City Manager Anderson said yes, we do have inflow coming from somewhere. He said we have been doing smoke testing for the past two weeks but have not found the problem yet. A copy of his report is made an integral part of the minutes.

Public Forum: Kristy Lewellen from Cash Street came forward to speak about speeding on her street, she said that it is also used as a cut-through. Ms. Lewellen said there is a Catholic Church there and they are busy loading and unloading kids on Wednesday night, she is afraid a kid is going to get hit by a speeding car. Mayor Borrow said that it is a problem just about everywhere. City Manager Anderson told her that we would move the mobile speed sign onto her street as well have extra patrol in the area. Mayor Borrow thanked her for coming.

#### Public Hearings:

Readoption of GMEBS Retirement Plan: City Manager Anderson explained that in order to protect the Plan's tax-qualified status, GMEBS filed draft restated plan documents. It was updated to reflect recent amendments and comply with changes in federal tax laws. The IRS has issued a favorable opinion letter for the documents, but to ensure continued tax-qualified status for all GMEBS-member retirement plans we must readopt the plan using the most recent IRS-approved Adoption Agreement. Commissioner Reed made the motion to approve the most recent Adoption Agreement, seconded by Commissioner Cook. Approved 4 - 0

Statewide Mutual Aid and Assistance Agreement: City Manager Anderson said our existing Statewide Mutual Aid Agreement expired on March 1. This new agreement will be for another 4 years and will expire March 1, 2028. This agreement will allow us to request resources from other jurisdictions during emergencies as well as to aid other jurisdictions. Mr. Anderson explained that since 2007 we have never requested assistance, but we have rendered assistance a couple of times. In 2007 we provided personnel and equipment during the wildfires in South Georgia. We have also provided another Northeast

Georgia county with a chipper machine to help with cleanup debris following a bad storm. Commissioner Reed made a motion to sign the agreement, seconded by Commissioner Bagwell Approved 4 – 0

Agreement with Carter & Sloope for FY 24 CDBG Engineering: City Manager Anderson stated that last month Carter & Sloope was approved to engineer the 2024 CDBG Project. This year’s target area will be to replace water lines on Walnut Street and provide sewer to the houses on Wally World Drive. The fee for the preliminary Engineering report will be \$7,000 if our application is not approved. If the grant is awarded the fees for design, permitting, inspections and to record the drawings will be \$298,000. Commissioner Reed made the motion to approve the \$7,000 application fee, seconded by Commissioner Griggs. Approved 4 – 0

Agreement with Carter & Sloope for FY 24 CDBG Grant Administration: City Manager Anderson stated that last month Carter & Sloope was approved to provide Grant Administration the 2024 CDBG Project. This year’s target area will be to replace water lines on Walnut Street and provide sewer to the houses on Wally World Drive. The grant Application fee is \$18,000 if our application is not approved. If we are awarded the grant, then the fees for the grant administration will be \$95,500. Commissioner Reed made the motion to approve the \$18,000 grant application, seconded by Commissioner Cook. Approved 4 – 0

FY 2024 CDBG Resolution: This resolution authorizes staff to apply for CDBG funding to replace water lines in Walnut Street Subdivision and provide sewer to Wally World neighborhood. We are applying for \$1,000,000 to help with the cost of the project. Commissioner Bagwell made a motion to authorize the mayor to sign the resolution, seconded by Commissioner Reed. Approved 4 – 0

Georgia Fund 1 Investment Accounts: City Manager Anderson stated he would like to move some of the reserve funds to the local government investment pool know as Georgia Fund 1. He said that currently we are receiving 2.46% interest on our money with United Community Bank. Georgia Fund 1 is paying 5.38% interest. Mr. Anderson went on to say that we could access our money within 24 hours’ notice. If you approve this, he will work with Melanie on an investment policy to set policy as to when will move reserve funds from the General and Water/Sewer

fund into our Georgia Fund 1 accounts. Commissioner Cook. Made the motion to approve moving some reserve funds to Georgia Fund 1, seconded by Commissioner Reed. Approved 4 - 0

Official Intent Resolution: City Manager Anderson said we need to pursue a revenue bond to fund the Wastewater Plant Expansion Project. Under this resolution we are stating that we expect to issue revenue bonds not to exceed \$30,000,000. It will also allow us to reimburse our reserve fund for any expenses related to this project that have been paid or will be paid prior to the issuance of the bonds for the project. Currently we have paid out over \$145,000 towards this project. Commissioner Reed made the motion to adopt the resolution, seconded by Commissioner Bagwell. Approved 4 - 0

Pine & Ellis Street Storm Project Bid Results: We received 3 bids for the Pine & Ellis Street Storm Improvement Project. The low bid is from Higgins Construction in the amount of \$558,835. Carter & Sloope have reviewed the bids and recommend you award the bid to Higgins Construction. Commissioner Bagwell made the motion to approve Higgins Construction for the project in the amount of \$558,835., seconded by Commissioner Griggs. Approved 4 - 0

Commissioner Reed made the motion to adjourn, seconded by Commissioner Griggs. Approved 4 - 0

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Debbie Turner, City Clerk

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John Borrow, Mayor