

CITY OF CORNELIA
MINUTES OF COMMISSION MEETING
JANUARY 8, 2019

The Cornelia City Commission met in a Workshop Session on Tuesday, January 8, 2019 at 5:00 PM in the Conference Room at City Hall, Cornelia, GA. Mayor J.C. Irby, Jr. called the meeting to order and the following members were present: Commissioners Don Bagwell, Tony Cook, and Wesley Dodd, Jr. Commissioner Janice Griggs was absent. Also present: City Attorney Steve Campbell, City Manager Donald Anderson, Human Resource Manager Diane Feorino, and City Clerk Janie N. Henderson.

Mary Beth Horton, President of the Habersham County Chamber of Commerce, was present to give the 4th Quarter Hotel/Motel Tax Report. Ms. Horton also provided a copy of the 2017 Audit of the Chamber Hotel/Motel Tax Account. A copy of this report is made as an attachment to the Minutes.

Bucky Kimsey was present to discuss the potential bond purchase for the New Municipal Complex. Mr. Kimsey went over some of the qualifications, years of debt and the approximate amount of the annual debt payment. He said he felt the City would have a very successful bond issue. City Manager Anderson asked him to look at a 35 year term also.

City Manager Anderson asked if there were any additional questions about any items on the agenda.

The Commission adjourned to the Municipal Room at approximately 5:55 PM.

Janie N. Henderson, City Clerk

J.C. Irby, Jr., Mayor

CITY OF CORNELIA
MINUTES OF COMMISSION MEETING
JANUARY 8, 2019

The Cornelia City Commission met in Regular Session on Tuesday, December 4, 2018 at 6 PM in the Municipal Building, Cornelia, GA. Mayor J.C. Irby, Jr. called the meeting to order and the following members were present: Commissioners Don Bagwell, Tony Cook, and Wesley Dodd, Jr. Commissioner Janice Griggs was absent. Also present: City Attorney Steve Campbell, City Manager Donald Anderson, Jr., Downtown Development Manager Jessie Owensby, 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 requested that they add under the New Business Section the Qualifying Fee for 2019 Election and Mayor Pro Tem for 2019. Commissioner Dodd made the motion to approve the January 8, 2019 Agenda with the addition of setting the Qualifying Fee for the 2019 Election and Appointing a Mayor Pro Tem for 2019; seconded by Commissioner Cook. Approved 3 - 0.

Commissioner Dodd made the motion to approve the December 4, 2018 Commission Meeting Minutes as submitted; seconded by Commissioner Bagwell. Approved 3 – 0.

Commissioner Dodd made the motion to approve the December 19, 2018 Called Commission Meeting Minutes as submitted; seconded by Commissioner Cook. Approved 3 – 0.

Public Forum – Susan Russell and Seth Hawkins from the U.S. Forestry Service were present to congratulate the City for their 29th Year as a Tree City. Ms. Russell said out of the 300+ cities in Georgia only 16 have more Growth Awards than the City of Cornelia. She said they would like to offer their services to the City if they can assist in any way. Mr. Hawkins said this is wonderful achievement and he offered some data on how much savings this program brings to the City for cutting down on air pollution. He encouraged the City to try to get the citizens in the community to participate in the program. He said they would be happy to assist in getting the community involved.

Employee Longevity Awards – Mayor Irby and Human Resource Manager Feorino came forward to present the following annual Employee Awards: Paul Lewallen, Police Sgt, 5 years; Jeremy McEntire, Utilities' Lead Operator, 5 years; Chris Simmons, Probation Director, 5 years; Deloney Gunnels, Police Sgt, 10 years; Shane Meador, Equipment Operator Public Works, 10 years; Nancy Smith, Water Plant Supervisor, 10 years; Kevin Marsteller, Police Lt, 15 years; Peggy Gragg, Wastewater Operator, 20 years and Phillip Kimbrell, Fire Lt., 20 years. Mayor Irby thanked them for their hard work and dedication to the City.

Resolution Kailee Misencik – City Manager Anderson read the Resolution Declaring January 8, 2019 as Kailee Misencik Day in Cornelia. Mayor Irby presented Miss Misencik with the Resolution. Kailee has distributed over 11,000 index cards that say “CHOOSEKIND” and Kindness is Love in Action and has been recognized by Governor Deal for her efforts to bring kindness to our community.

Department Head Annual Reports – The annuals reports were given by: Keith Ethridge, Public Utilities Director; Chad Smith, Police Chief; Jeremy Dundore, IT Director; Robert Gutowski, Building & Planning Director; Billy Jenkins, Interim Fire Chief; Jessie Owensby, Downtown Development Manager; and Clif McEntyre, Public Works Director. A copy of these reports is made an integral part of these minutes as an attachment.

City Manager Anderson presented his Annual Report for 2018. A copy of his report is made an integral part of these minutes as an attachment.

Old Business:

Ordinance 12-18-01. Zoning for 420 Historic Hwy 441, an ordinance to establish the zoning classification of B-2 for the property located at 420 Historic Highway 441, applicant WCWC, LLC, zoning is consistent with the adjoining property. Commissioner Bagwell made the motion to adopt Ordinance 12-18-01, Establishing B-2 as the Zoning Classification for the property located at 420 Historic HWY 441; seconded by Commissioner Cook. Approved 3 – 0.

Ordinance 12-18-02, Annexation for 420 Historic Highway 441, an ordinance approving the annexation of 420 Historic Highway 441, applicant WCWC, LLC. Habersham County has reviewed the request and has provided a letter stating they have no objections to the request. Commissioner Dodd made the motion to adopt Ordinance 12-18-02, Annexing the property located at 420 Historic HWY 441; seconded by Commissioner Bagwell. Approved 3 – 0.

Commissioner Bagwell made the motion to approve the Consent Agenda which included: Appointment to the Downtown Development Authority Board, of Mickey Carroll with Connection Church to fill the unexpired term of Jan Garrison.; Accept the Community Development Report.; and adopt the Arbor Day Proclamation proclaiming February 15, 2019 as Arbor Day in the City of Cornelia.; seconded by Commissioner Cook. Approved 3 – 0.

Resolution Approving the Urban Redevelopment Plan – City Manager Anderson explained what the Urban Redevelopment Plan is and explained that a Public Hearing was held on December 19, 2018 at 2 PM in the Municipal Building to present the Plan to the Public. Commissioner Cook made the motion to adopt the Urban Redevelopment Plan as presented by the Resolution; seconded by Commissioner Dodd. Approved 3 – 0.

Resolution Activating the Urban Redevelopment Agency – City Manager Anderson explained this is to authorize the Urban Redevelopment Agency of the City of Cornelia to transact business and exercise powers under the provisions of the Urban Redevelopment Law; to determine the number and terms of office of the Board of Commissioners of the Urban Redevelopment Agency; to repeal conflicting resolutions and to provide for an effective date and for other purposes. The members of the initial Board of Commissioners are Tim Lee, Brett Cody, and Hope Murray for 3 year terms, expiring December 31, 2021. Commissioner Bagwell made the motion to adopt the Urban Redevelopment Agency as presented by the Resolution; seconded by Commissioner Cook. Approved 3 – 0.

Engineering Firm for CDBG Projects – City Manager Anderson explained the under new federal guidelines we can no longer simply use the city's engineering firm for any federally funded projects. We had to do a Request of Qualifications and choose a firm based on a set evaluation criteria. We received 3 responses to our RFQ which were: Carter & Sloope, Keck & Wood, and CTI. A review committee consisting of the City Manager, our Utilities Director, and our Grant Administrator was used and they recommended that Carter & Sloope for the engineering services for our project. He stated this has to be completed every 3 years as long as we are accepting Federal Funds. Commissioner Dodd made the motion to approve Carter & Sloope as our Engineering Firm for our CDBG Projects; seconded by Commissioner Bagwell. Approved 3 – 0.

Commissioner Dodd made the motion to establish the Qualifying Fee for our November 3, 2019 Election as \$144.00 for the Mayor's Seat and \$72.00 for the Commissioner's Seat; the qualifying dates will begin at 8:30 AM to 4:30 PM on August 19, 2019 and 8:30 AM to Noon on August 23, 2019; seconded by Commissioner Bagwell. Approved 3 - 0.

Commissioner Dodd made the motion to appoint Don Bagwell as Mayor Pro Tem for 2019; seconded by Commissioner Cook. Approved 3 -0.

Commissioner Dodd made the motion to adjourn the meeting at approximately 7:05 pm; seconded by Commissioner Cook. Approved 3 – 0.

Janie N. Henderson, City Clerk

James C. Irby, Jr., Mayor

