

CITY OF CORNELIA
MINUTES OF COMMISSION MEETING
JANUARY 5, 2016

The Cornelia City Commission met in a Workshop Session on Tuesday, January 5, 2016 at 5:30 PM in the Conference Room at City Hall. Mayor James C. Irby, Jr. called the meeting to order with the following members present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr., and Janice Griggs. Also present: City Attorney Steve Campbell, City Manager Donald Anderson, Jr., Human Resource Manager Diane Feorino, and Secretary to the City Commission Janie N. Henderson.

City Manager Anderson went over each item on the agenda and further explanation was provided if needed.

Commissioner Bagwell said we are living in a City that is becoming increasingly dirty. He said he and his wife picked up trash (and things that he wouldn't mention) last week up and down Wayside and Level Grove Road. The city needs to enforce this matter and put up cameras in the worst sections of town. He said if the town had looked like this 24 years ago he would never have purchased property and he is ashamed to live here. We need to also enforce trash in the yards contact the owners or the tenant and let them know. He asked City Manager Anderson to look into this issue and figure out a plan of action.

Commissioner Dodd made the motion to adjourn the meeting and enter into Executive Session at approximately 6:25 PM to discuss potential litigation and a personnel matter; seconded by Commissioner Bagwell. Approved 4 – 0.

Commissioner Dodd made the motion to close the Executive Session at approximately 6:50 PM; seconded by Commissioner Cook. Approved 4 – 0.

The meeting was adjourned at approximately 6:55 PM and the Mayor and Commissioners proceeded to the Municipal Court Room for the Regular Meeting.

Janie N. Henderson, Secretary to the
City Commission

James C. Irby, Jr., Mayor

CITY OF CORNELIA
MINUTES OF COMMISSION MEETING
JANUARY 5, 2016

The Cornelia City Commission met in Regular Session on Tuesday, January 5, 2016 at 7:00 PM in the Municipal Court Room. Mayor James C. Irby, Jr. called the meeting to order with the following members present: Commissioners Don Bagwell, Tony Cook, and Wesley Dodd, Jr. and Janice Griggs. Also present: City Attorney Steve Campbell, City Manager Donald Anderson, Jr., City Planner Jeff Barron, Human Resource Manager Diane Feorino, and Secretary to the City Commission Janie N. Henderson.

Commissioner Bagwell gave the invocation and Mayor Irby led the Pledge of Allegiance.

Approval of the Agenda – Commissioner Cook made the motion to approve the amended agenda by removing the Executive Session, it was held during the workshop meeting; seconded by Commissioner Dodd. Approved 4 – 0. Mayor Irby stated that the Executive Session was held during the Workshop Meeting Personnel and Potential Litigation was discussed, but no action taken.

Commissioner Bagwell made the motion to approve the December 1, 2015 Regular Commission Meeting Minutes as submitted; seconded by Commissioner Griggs. Approved 4 – 0.

Swearing In of Mayor, Ward 1 & Ward 4 Commissioners – Judge Steve Campbell administered the Oath of Office for Mayor James C. Irby, Jr. for 2016 – 2019. Judge Campbell administered the Oath of Office for Ward 1 Commissioner Wesley Dodd, Jr. and Ward 4 Commissioner Tony Cook for 2016-2019. No election was necessary because they had no opposition and it was deemed that they voted for themselves.

Mayor Irby told all the Department Heads and Staff that was present how much they appreciate their hard work and the way they take care of the City. He said he hears from citizens all the time what a good job the city workers are doing.

Public Forum – No comments were heard.

Old Business – None heard.

Public Hearings – None heard.

Cornelia City Commission – Minutes of Meeting

January 5, 2016

Page 2 of 4

Commissioner Dodd made the motion to approve the Consent Agenda which included the City Manager's 2015 Annual Report; Commission Meeting dates for 2016; Appoint Tony Cook as Mayor Pro Tem for 2016; Memorandum of Understanding with the Department of Community Affairs for Main Street Program for 2016; and Utility Relocation Agreement with Georgia Power for the Level Grove Sidewalk Project; seconded by Commissioner Cook. Approved 4 – 0.

Agreement with GMRDC for AFG Grant Assistance – City Manager Anderson explained that we are applying for a Firefighter's Assistance Grant in order to replace 30 breathing apparatuses and to install an exhaust removal system at the North Fire Station. The cost for the GMRDC to prepare the application will be \$1,000 and the grant that we received last year that they helped us with was for \$150,000. Commissioner Cook made the motion to approve the GMRDC Agreement and authorize Mayor Irby to sign it; seconded by Commissioner Dodd. Approved 4 – 0.

Habersham Chamber of Commerce Hotel-Motel Tax Budget – The Chamber of Commerce's proposed 2016 Hotel-Motel Tax Budget is attached. City Manager Anderson said we are only obligated to pay them 22% of the tax that is collected each month, which could be more or less than the proposed \$53,900. Commissioner Bagwell made the motion to approve the Proposed Chamber Budget of Hotel-Motel Tax, noting the projected revenue is only an estimation and the four paragraphs on the second page be removed because they are not a part of the budget; seconded by Commissioner Griggs. City Manager Anderson said he will make those corrections prior to returning the document to the Habersham Chamber of Commerce. Approved 4 – 0.

Ordinance 01-16-01 – Sewer Use Ordinance – City Manager Anderson explained this is a text amendment to the City's Sewer Use Ordinance pertaining to commercial grease trap maintenance. Staff has determined that some changes need to be made to our ordinance based on the volume of grease that is being produced by our local restaurants. Commissioner Cook made the motion to post Ordinance 01-16-01, Sewer Use Ordinance pertaining to commercial grease trap maintenance; seconded by Commissioner Griggs. Approved 4 – 0.

Fieldale Utility Relocation Project – City Manager Anderson said this is to relocate the water and sewer lines for the Fieldale Expansion Project. The low bidder is Higgins Construction in the amount of \$254,823. The City received an ARC Grant to pay for half of this project and Fieldale has agreed to pay the other half, so there will be no expense to the city.

Cornelia City Commission – Minutes of Meeting

January 5, 2016

Page 3 of 4

Commissioner Bagwell made the motion to award Higgins Construction for the Fieldale Utility Relocation Project for \$254,823; seconded by Commissioner Dodd. Approved 4 – 0.

Lease-Purchase for New Fire Truck and Fire Station Addition - We received quotes from all 5 of the local banks for the \$1 million loan to purchase the new aerial fire truck and add the engine bays onto the North Fire Station. The lowest rate was submitted by South State Bank at 1.28% interest over the 5-year loan period. City Manager Anderson stated that both of these projects are to be funded with SPLOST VI Funds. Commissioner Cook made the motion to approve the loan with South State Bank at 1.28% for \$1 million to purchase a new fire truck and add engine bays to the North Fire Station; seconded by Commissioner Bagwell. Approved 4 – 0.

Purchase of new 75 Foot Aerial Fire Truck – City Manager Anderson explained that we received 3 bids for the new 75 foot Aerial Fire Truck and it will be purchased using SPLOST VI Funds. The low bidder is a company called Rosenbauer in the amount of \$606,227. He recommended that the bid not be accepted because they failed to meet all of the specifications of the RFP and based on the experience that Habersham County has had with their Rosenbauer Trucks. A letter is attached from the Habersham County Fire Chief explaining the issues that they have experienced with their trucks. He recommended the bid be awarded to E-One, Inc. in the amount of \$636,969; they met all the bid specifications, service locations are the closest by far and the company has a very good reputation. Commissioner Dodd made the motion to award the contract to E-One, Inc. a for 75 Foot Aerial Fire Truck in the amount of \$631,969.00; seconded by Commissioner Griggs. Approved 4 – 0.

North Fire Station Addition – We received one bid in the amount of \$345,260 for the construction of the new engine bays at the North Fire Station. As an alternate we asked the bidders to provide a price to replace the existing roof on the administrative portion of the building and it came in at \$20,308. The original budget is \$250,000 and we are working with the contractor to find ways to trim the cost closer to the budget. City Manager Anderson recommended awarding the project to RG Williams Construction, not to exceed \$345,260, but not to do the alternate. Commissioner Dodd made the motion to award the North Fire Station Addition to RG Williams Construction, not to exceed \$345,260 and authorize City Manager Anderson to work with the contractor to lower the cost wherever possible; seconded by Commissioner Cook. Approved 4 – 0.

Cornelia City Commission – Minutes of Meeting

January 5, 2016

Page 4 of 4

Commissioner Bagwell made the motion to adjourn the meeting at approximately 7:40 PM; seconded by Commissioner Dodd. Approved 4 – 0.

Janie N. Henderson, Secretary of to the
Commission

James C. Irby, Jr., Mayor