

CITY OF CORNELIA
MINUTES OF MEETING
APRIL 6, 2021

The Cornelia City Commission met in a Workshop Session on Tuesday, April 6, 2021 at 5 PM at the Cornelia Municipal Building Conference Room, 181 Larkin Street, Cornelia, GA. Mayor John Borrow called the meeting to order and the following members were present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr., and Janice Griggs. Also, present: City Attorney Steve Campbell, City Manager Donald Anderson, Community Development Manager Jessie Owensby, Human Resource Director Diane Feorino, IT Director Jeremy Dundore, and City Clerk Janie N. Henderson.

Mayor Borrow introduced Wade Rhodes, Richard Hagler, and Steven Mickens. Mayor Borrow said he invited them to come speak briefly about a new project they are working on. Mr. Hagler said they are working with Steven from the Boys & Girls Clubs of Lanier to start “The Tim Lee Club” in Habersham County. He said this club was a dream of Mr. Lee’s and they agree that it is much needed here. It will be a safe, positive place for youth in Habersham County. Mr. Hagler stated that 57% of school-aged youth in Habersham live in economically disadvantaged households. Mr. Mickens explained that they offer tutoring and other activities, and they were serving 1,000 children on any given day in Hall County prior to the pandemic and now serve around 558. He said the activities promote academic success, healthy lifestyles, and good character and citizenship, placing youth on the path to great futures. Mr. Rhodes said we have a real need finding employees in our community. We need to keep our kids in our community and educate them and encourage them for a brighter future. Mr. Hagler said they want the support of the City and financially if you can assist that is needed also. Mayor Borrow thanked them for coming to the meeting and he said we will add to our Planning Retreat Agenda for further discussion.

Building Maintenance Optimization Consultants Proposal (BMOC) – City Manager Anderson explained what BMOC is and introduced Jonathan Thomas (via Zoom) to explain what his proposal will do. Mr. Thomas explained that his company provides an Asset Management Program Strategy and ensures your new buildings will serve the community for the next 50 years and beyond. It will work with the City’s current Antero Work Order Program and help to reduce operating costs. City Manager Anderson said once the document is completed it will assist us with budgeting future expenses. He said he had requested the proposal and was planning on budgeting next year, but when he saw the cost, he thinks it would be better to move forward now. He asked that it be added to the agenda tonight for action.

City Manager Anderson briefly went over a couple of other items on the agenda.

Audrey Davenport asked if she could speak. She said there were several items at last month’s meeting that she did not receive an answer on. She wanted to know where to find the ordinance that relates to the mess on the Higgins Property which is behind her house. If they

can have a small area in the Depot or in this new building to have a few displays for the Historical Society and the African American Museum. City Manager Anderson said that he needs to know how much space she is talking about but thinks the Depot would be a better location because it is a museum already. She said she had inquired about the history behind the Big Red Apple Statue. She had talked to a family that had members of their family that worked on the apple. Ms. Owensby said they did check into that and they were not able to find any history on the statue. Ms. Owensby said she had provided contact information for Bill Raper who handles Genealogy at the Clarkesville Library and suggested Ms. Davenport contact him. Ms. Davenport said she had read about the Historic Designation and that she is very interested in serving on this Board. She also asked why there was not anything on the back of the water bill about the CDBG Program this month since you had information about cutting your grass. Mr. Anderson explained that the information about the CDBG Project was not available until after the water bills were sent out. He said the CDBG Project was advertised in the paper so the Public would know about the hearing.

The Mayor and Commission adjourned the workshop at 6 PM.

Janie N. Henderson, City Clerk/Secretary
to the City Commission

John Borrow, Mayor

CITY OF CORNELIA
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The Cornelia City Commission met in Regular Session on Tuesday, April 6, 2021 at 6 PM at the Cornelia Municipal Building Court Room, 181 Larkin Street, Cornelia, GA. Mayor John Borrow called the meeting to order and the following members were present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr., and Janice Griggs. Also, present: City Attorney Steve Campbell, City Manager Donald Anderson, Community Development Manager Jessie Owensby, Human Resource Director Diane Feorino, IT Director Jeremy Dundore, and City Clerk Janie N. Henderson.

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

City Manager Anderson asked that the agenda be amended to add the CDBG Agreement for Engineering Services, and BMOC Proposal and remove Executive Session for Personnel. Commissioner Bagwell made the motion to approve the agenda and include the changes requested; seconded by Commissioner Dodd. Approved 4 – 0. Ms. Henderson announced her Retirement effective June 30, 2021 and thanked the Mayor and Commission for their support.

Commissioner Bagwell made the motion to approve the March 2, 2021 Minutes as submitted; seconded by Commissioner Griggs. Approved 4 – 0.

Community Development Monthly Report – Ms. Owensby came forward to present her monthly report. She went over some of the highlights of the past month's accomplishments. She noted that we received our Historic Preservation District Designation and that the Chenocetah Tower will be open for tours starting this Saturday from 9 AM to 1PM. A copy of her report is made an integral part of these minutes. City Manager Anderson stated that we are waiting to hear back from the Health Department on the CDC Guidelines to determine if we can open the Splash Pad this year.

City Manager's Monthly Report – City Manager Anderson presented his March 2021 Monthly Report. He noted we are working with GA Power to install 4 new electric car charging stations in Apple Tree Alley; the Big Red Apple restoration has been completed; and under the American Rescue Plan we will receive \$1,475,488 which we are in the early stages of receiving information. A copy of his report is made an integral part of these minutes.

Public Forum – Ms. Audrey Davenport stated that the information she was given earlier still does not tell her what the duties and responsibilities of the City Commission are. She also asked what she needs to provide for the space she is requesting for the Historical Society and the African American Museum. Mayor Borrow stated we need to know what size space you are

requesting. Ms. Davenport said she will go to the Depot and measure the space and measure the display cases. City Manager Anderson stated he would be happy to meet with her once she has that information together. She also asked if there were any funds available from the Community Redevelopment Fund. City Manager Anderson explained why the fund was established and what it is used for. He asked her to include in her information what money she is requesting and what is to be used for. Commissioner Cook asked Ms. Davenport what she wants the citizens to say? He said if there is something you want him to do then ask him. Mayor Borrow said their contact information is available on our website and he appreciates her coming and expressing her concerns.

Ms. Betty Gober said she is concerned about our Homeless People and we need more activities for our young people. Commissioner Cook said there is a big surprise coming for the community just wait and see. City Manger Anderson stated we have an open seat right now on our Housing Authority Board and cannot find anyone to serve. Ms. Davenport raised her hand and said she would be happy to volunteer.

Old Business – None heard.

Public Hearing – City Attorney Campbell opened the Public Hearing for the 2021 CDBG Program Preliminary Hearing. City Manager asked Gabe Morris with Carter & Sloope to provide the information for the hearing. Mr. Morris explained he is the Grant Writer for the City for the CDBG 2021 Project. He explained that the project will address infrastructure needs in the Sunshine Circle, Oak Grove Court and Galloway Court area of the City; the Regulations required; Project Discussion; Application Process; and Scoring Methodology used for the Grant. He asked if anyone in the Public had any questions. Ms. Davenport asked what about housing needs? Mr. Morris said housing has completely different set of guidelines, which he does not work with, but it requires financial participation from the homeowner. He said you would probably need 12 – 15 interested homeowners to make it a feasible project. You can only apply for one Grant per year and this project was applied for last year, but we did not receive it. Cornelia gets to apply for the Grant every year because of its Water First Designation. City Manager Anderson said we compile our list on the biggest needs first, such as the number of calls we receive in an area for drainage, and water/sewer issues. Our Capital Improvement Projects List is reviewed each year in determining what area we apply for next. He said we have received 9 CDBG Grants since 2006. Mayor Borrow stated we just invested \$400,000 in the Elrod Street Project which was for \$1.2 million so we received a tremendous benefit and saved our taxpayers money. Mr. Morris asked for everyone to please sign the attendance sheet before leaving the meeting. Attorney Campbell asked if there were any further comments, and none were heard. He closed the Public Hearing.

Consent Agenda – Commissioner Cook made the motion to approve the Consent Agenda which included: The Proclamation for Building Safety Month; Annual Agreement with Mount Airy for Fire Protection; Amendment to the Service Delivery Strategy; Engagement Letter with Duncan & Kitchens for 2020 Audit; and Agreement with GDOT for the Right-of-Way Maintenance; seconded by Commissioner Griggs. Approved 4 – 0.

Bids for new Pickup Truck for the Public Works Department – City Manager Anderson said we budgeted \$30,000 for the purchase of this vehicle to replace a 2000 Chevrolet Truck. We received 2 bids for a Ford F-150 from Murdock Ford and Cain Ford. Murdock Ford was the low bid at \$28,124 and he recommended going with Murdock Ford. Commissioner Dodd made the motion to approve the purchase of the F-150 Ford for the Public Works Department from Murdock Ford in the amount of \$28,124; seconded by Commissioner Bagwell. Approved 4 – 0.

Bids for a New Dump Truck for the Public Works Department - City Manager Anderson said we budgeted \$50,000 for the purchase of this vehicle to replace our 1991 Ford F-800. We are proposing a Dodge 440 with a Knapheide Bed, which is a smaller truck because it will be easier to maneuver in town and it does not require a CDL License to operate. We received 4 bids with Akins Dodge and Jacky Jones being the low bids at \$56,425. We did receive \$4,700 when we sold the old truck that we will put towards the purchase. He recommended the bid from Jacky Jones since they are closer than Akins. Commissioner Bagwell made the motion to approve the purchase of the Dodge 440 Dump Truck for the Public Utilities Department in the amount of \$56,425; seconded by Commissioner Cook. Approved 4 – 0.

Bids for Equipment for the New Fire Trucks – City Manager Anderson explained that the purchase of the new fire trucks was approved at the January Meeting and will be paid for out of SPLOST Funds. Even though the trucks will not be delivered until November we need to go ahead and order the equipment to go on these trucks, so we can finalize the GMA Lease for the purchase of the Fire Trucks and Police Vehicles. We prepared RFPs for all the necessary equipment. Since no one company provides all the equipment we have bids from 4 companies totaling \$133,207.33. Commissioner Cook made the motion to approve the purchase of the equipment for the new fire trucks in the amount of \$133,207.33 from FireLine Inc., Georgia Fire & Rescue Supply, LLC., Municipal Equipment Company, LLC., and Ten-8 Fire & Safety Equip of GA; seconded by Commissioner Dodd. Approved 4 – 0.

Condemnation of Easements for 4390 BC Grant Road – Attorney Steve Campbell explained that we needed 4 Construction and 4 Permanent Easements for the BC Grant Sewer Project. We received all but one Easement which was the one from Bryan and Carrie Ann Garrison at 4390 BC Grant Road. As a result, we need to proceed with Eminent Domain to obtain this easement.

We requested Greene Real Estate Service, Inc. out of Gainesville, GA to perform an appraisal of the easement area. It is the opinion of Rae Greene that the value of the easement is \$2,774. The area is outlined in the attached documentation and consist of 4,019 square feet for the Permanent Easement and 4,013 square feet for the Construction Easement. Commissioner Bagwell made the motion to approve the condemnation action for the property located at 4390 BC Grant Road and offer the amount of \$2,774 for the value of the Easements for the Sanitary & Storm Sewer Improvements Project; seconded by Commissioner Griggs. Approved 4 – 0.

FY 2021 CDBG Resolution – The Resolution authorizes the submission of an application to request CDBG Assistance in the amount of \$750,000 to assist with infrastructure needs in 3 low to moderate income target areas. The target areas are Sunshine Circle, Oak Grove Court, and Galloway Court. The estimated cost of the project is \$1.3 million, so the city's portion will be \$550,000 which will be paid with a combination of Water & Sewer Revenue, Stormwater Fees, and SPLOST Funds. Also, we acknowledge the requirement of a Language Action Plan and that we meet the requirements of Title VI of the Civil Rights Act of 1964. Commissioner Dodd made the motion to adopt the FY 2021 CDBG Resolution and acknowledge the requirement of a Language Action Plan and that we meet the requirements of Title VI of the Civil Rights Act of 1964; seconded by Commissioner Cook. Approved 4 – 0.

CDBG Project Agreement for Engineering Services – City Manager Anderson explained this agreement is with Carter & Sloope for Engineering Services related to the 2021 CDBG Project. The Preliminary Engineering Report is \$5,000 and the total for all other items is \$235,100. We only pay the \$235,100 if we receive the grant and move forward with the project. Commissioner Dodd made the motion to approve the Engineering Services Agreement with Carter & Sloope for the 2021 CDBG Project as stated; seconded by Commissioner Griggs. Approved 4 – 0.

BMOC Project Proposal – City Manager Anderson explained that this proposal is for an Asset Management Program for our new buildings. City Manager Anderson explained the services of Building Maintenance Optimization Consultants (BMOC) will work with the City's current Antero Work Order Program and their services will help us to reduce our operating cost for the new facilities. It will make facility operations more efficient, reduce energy costs, and help us budget in the future. Commissioner Bagwell made the motion to approve the BMOC Project Proposal for \$18,862.54, seconded Commissioner Griggs. Approved 4 – 0.

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Commissioner Griggs made the motion to adjourn the meeting at 7:03 PM; seconded by Commissioner Dodd. Approved 4 – 0.

Janie N. Henderson, City Clerk, Secretary to
City Commission

John Borrow, Mayor

