

City Council Meeting  
City Hall – Council Chambers  
January 4, 2024  
6:00 P.M. – Work Session  
7:00 P.M. – Council Meeting

## **WORK SESSION**

Mayor Matthew Santini opened Work Session at 6:04 P.M. Council Members discussed each item from the agenda with corresponding Staff Members.

Mayor Santini closed Work Session at 6:24 P.M.

## **OPENING MEETING**

Mayor Santini called the Council Meeting to order at 7:00 P.M.

Invocation by Council Member Roth.

Pledge of Allegiance led by Wren.

The City Council met in Regular Session with Matthew Santini, Mayor, presiding, and the following present: Kari Hodge, Council Member Ward One; Jayce Stepp, Council Member Ward Two; Cary Roth, Council Member Ward Three; Calvin Cooley, Council Member Ward Four; Gary Fox, Council Member Ward Five; Taff Wren, Council Member Ward Six; Dan Porta, City Manager; Julia Drake, City Clerk; and David Archer, Assistant City Attorney.

## **REGULAR AGENDA**

### **COUNCIL MEETING MINUTES**

#### **1. December 21, 2023, Council Meeting Minutes**

Council Member Wren made a motion to approve the December 21, 2023, Council Meeting Minutes. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

### **SWEARING IN OF ELECTED OFFICIALS**

#### **2. Swearing-in of Elected Officials**

Julia Drake, City Clerk, swore in Matthew J. Santini, Mayor; Jayce Stepp, Council Member Ward Two; Calvin Cooley, Council Member Ward Four; and Alyssa Cordell, Council Member Ward Six.

Council Member Hodge made a motion to add four (4) items to the agenda. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 6-0

## **ADDED ITEM**

### **3. Mayor Pro-Tempore Appointment**

Council Member Fox made a motion to appoint Council Member Cooley as Mayor Pro-Tempore. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Mrs. Drake swore in Council Member Cooley as Mayor Pro-Tempore.

## **APPOINTMENTS**

### **4. Appointment/Swearing-in of Municipal Court Judge & Assistant Municipal Court Judge**

Mayor Santini stated this is the annual reappointment of Municipal Court Judge Harry White, and of Assistant Municipal Court Judge Harold J. Choate III, as required according to statute per Keith Lovell.

Council Member Stepp made a motion to approve the Appointment and Swearing-in of Municipal Court Judge and Assistant Municipal Court Judge. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Mrs. Drake swore in Harry White, Municipal Court Judge, and Harold J. Choate III, Assistant Municipal Court Judge.

Judge White stated that he appreciated the continued support of the City of Cartersville, Mayor Santini, and the council members.

Judge Choate thanked the mayor and Council for the opportunity to continue to serve.

## **CONTRACTS/AGREEMENTS**

### **5. Cartersville Municipal Court Judges**

Freddy Morgan, Assistant City Manager, stated this is the annual renewal of the Municipal Court Judges' contract for providing services to Cartersville Municipal Court in 2024.

Council Member Fox made a motion to approve the Cartersville Municipal Court Judges Contracts. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 6-0

### **6. City Manager Agreement**

David Archer, Assistant City Attorney, stated the new City Manager Agreement was presented for review and approval. If approved, it will be effective until January 6, 2026.

Council Member Cooley made a motion to approve the City Manager Agreement. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 6-0

Mayor Santini thanked Dan Porta, City Manager, for the exemplary leadership.

## **PUBLIC HEARING – 2<sup>nd</sup> Reading of Zoning/Annexation Requests**

### **7. SU23-02: 645 Henderson Dr.**

Randy Mannino, Planning and Development Director stated the applicant requests a Special Use permit to allow automotive and truck sales or rental on the property identified as 645 (659) Henderson Dr, in Land Lot 594 of the 4th District, 3rd Section. Tax ID No. C022-0004-011. The Approximate land area is 2.85 acres. No outdoor storage of inventory is proposed. The staff is not opposed to the request with the following conditions: The special use permit is only for the applicant and for the applicant's business. No outdoor storage or display of inventory.

Mayor Santini opened the public hearing and with no one to come forward to speak for or against the application, the public hearing was closed.

Council Member Fox made a motion to approve SU-23-02: 645 Henderson Dr. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

## **RESOLUTIONS**

### **8. Council Meeting Date Change**

Mr. Porta stated the first Council Meeting in July conflicts with the July 4<sup>th</sup> Holiday. The Council has traditionally opted to change the meeting date. The resolution to make this change is attached.

Council Member Roth made a motion to approve the Council Meeting Date Change. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution 01-24

## **BID AWARD/PURCHASES**

### **9. Compact Excavator Purchase**

Brian Friery, Gas Department Assistant Director, stated sealed bids were opened for the purchase of a compact excavator on December 12, 2023, following a request for bid proposals from nine (9) excavator dealers and postings on the Georgia Procurement Registry as well as the City's website. Out of seven (7) bid proposals received, the two low bidders did not meet the required minimum specifications. The third low bidder and the lowest bidder meeting the required minimum specifications was submitted by Rhinehart Equipment Company of Rome, Georgia in the amount of \$90,520.32.

This purchase is a budgeted item and the Gas System budgeted \$80,000.00 for this item based on a price quotation dated March 15, 2023, from a local dealer for approximately \$78,647.62. Due to the current supply chain constraints and the volatile pricing of equipment in today's economy, the low bid received is approximately 11% over the budgeted amount. Since the low bidder met the minimum required specifications for this item, the Gas System recommends the City award this bid proposal to Rhinehart Equipment Company of Rome, Georgia, and purchase this item in the amount of \$90,520.32.

All affidavits required by O.C.G.A. §50-36-1 et. Seq. and O.C.G.A. §13-10-91 et. Seq. and DOL Rule 300-10-1-.02 have been duly executed and were provided by the low bidder with the bid proposal received.

Council Member Fox made a motion to approve the Compact Excavator Purchase. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

#### **10. Equipment Trailer Purchase**

Mr. Friery stated the Gas System is requesting the purchase of an 8-ton equipment trailer. Bids were requested from three dealers, but only two were received. LUCON, INC. of Griffin, GA gave the low bid of \$10,622.50. This is a budgeted item and Council's approval to accept this bid was recommended.

Council Member Roth made a motion to approve the Equipment Trailer Purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

#### **11. 300kVA Transformer purchases**

Derek Hampton, Electric Department Director, stated the Electric Department needs to purchase (2)-300kVA Transformers. One is for stock and the other is needed to serve an existing customer that is doing an expansion and electrical service upgrade. Three bids were received and the bid from Gresco was deemed to be the best bid based on price and delivery time. Authorization was requested to purchase the two units from Gresco for a total of \$45,170.00. This is a budgeted expense.

Council Member Hodge made a motion to approve the 300kVA Transformer purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

#### **12. New Recruit Class Uniform Purchase**

Scott Carter, Fire Chief, stated the need to purchase uniforms for the recruitment class that will begin in February. These uniforms are constructed of Nomex and are compliant with NFPA firefighter safety standards. This will be for a total of 82 pieces which is three uniforms per firefighter. The total cost of this uniform order will be \$12,180.00. This is a budgeted item. The uniforms came in at \$10.00 per uniform higher than budgeted but will be accounted for with an adjustment in other purchases from this category. Authorization for this order from NAFCO in the amount of \$12,180.00 was requested.

Council Member Roth made a motion to approve the New Recruit Class Uniform Purchase. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 6-0

#### **13. Purchase of Power DMS**

Frank McCann, Police Chief, stated the Police Department is requesting approval to pay \$10,602.05 for the subscription to Power DMS, a database that is used to organize training, state certification, field training, and CALEA files. This is a budgeted item and is paid for using federal asset forfeiture funds. The E-save and E-Verify documents are on file.

Council Member Roth made a motion to approve the Purchase of Power DMS. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

**14. Invoice for Property and Casualty Insurance Claims**

Mr. Porta stated over the past four months the city has had a few personnel involved in vehicle accidents or an officer involved shooting where city vehicles were damaged and needed vehicle repairs. Also, one of our leaf trucks caught fire and needs to be repaired. In addition, a sewer backup caused damage to someone’s property and the city is liable for these repairs. The estimated repair costs and city’s actual cost after deductible are as follows:

Accident Date	Department	Vehicle	Estimated Total	City’s Deductible
09-21-2023	Fire	Expedition	\$11,189.64	\$1,000
10-16-2023	Water & Sewer	Explorer	\$11,478.44	\$1,000
11-02-2023	Police	Police Cruiser	\$12,015.40	\$1,000
11-17-2023	Solid Waste	Leaf Truck	\$10k to \$13,000	\$0
11-21-2023	Water & Sewer	Personal Property	\$35k to \$40,000	\$25,000

Approval to repair these vehicles and payment of the loss of personal property is recommended.

Council Member Fox made a motion to approve the Invoice for Property and Casualty Insurance Claims. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

**ADDED ITEMS**

**15. Water Rate Ordinance Update**

Sidney Forsyth, Water Department Director, stated that this ordinance update will increase the capacity fees for a new residence by \$330.00 total for water and sewer. This ordinance has not been updated since 2000.

This was a first reading and would be voted on at the next City Council meeting scheduled for January 18, 2024.

**16. Temporary License Agreement: Walnut Grove/Manor Restorations**

Mr. Porta stated this temporary license agreement would allow Walnut Grove and Manor Restorations to provide dirt to the City of Cartersville until December 31, 2027.

(Motion made following next item)

**17. Temporary License Agreement: Walnut Grove/City of Cartersville**

Mr. Porta stated this temporary license agreement will allow Walnut Grove Plantation, Inc. to supply dirt to the City of Cartersville from an existing pit and other locations situated on the

Subject Property (tax parcel ID # 0073-0736-001), until December 31, 2025, subject to terms as stated within the contract.

Mayor Santini inquired if both items could be voted on in one motion. Mr. Archer replied with yes.

Council Member Hodge made a motion to approve both Temporary License Agreements. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

## ADJOURNMENT

With no other business to discuss, Council Member Cooley made a motion to adjourn.

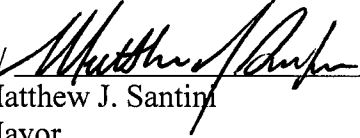
Meeting Adjourned at 7:22 P.M.

ATTEST:

/s/

  
Julia Drake  
City Clerk

/s/

  
Matthew J. Santini  
Mayor