

City Council Meeting
City Hall – Council Chambers
November 16, 2023
6:00 P.M. – Work Session
7:00 P.M. – Council Meeting

WORK SESSION

Mayor Matthew Santini opened Work Session at 6:03 P.M. Council Members discussed each item from the agenda with corresponding Staff Members.

Mayor Santini closed Work Session at 6:23 P.M.

OPENING MEETING

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

Invocation by Council Member Cooley.

Pledge of Allegiance led by Roth.

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 Keith Lovell, City Attorney.

REGULAR AGENDA

COUNCIL MEETING MINUTES

1. November 2, 2023, Council Meeting Minutes

Council Member Hodge made a motion to approve the November 2, 2023, Council Meeting Minutes. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

PUBLIC HEARING: 1ST Reading of Zoning/Annexation Requests

2. Z23-04: Mimosa Lane Residential Senior Living Applicant: Windsong Properties

Randy Mannino, Planning and Development Director stated the applicant proposes to rezone three properties totaling 3.2 acres from M-U (Multiple Use) to RSL (Residential Senior Living) for the development of an age restricted community. This proposed RSL acreage would be combined with the existing 6.06 +/- acres previously rezoned to RSL on Z18-05. Based on the review by city departments, staff does not oppose the proposed zoning for Residential Senior Living (RSL). The remaining 0.69 acres on Lot 1 and zoned M-U should maintain the 8 unit/ac condition for multi-family developments. Planning Commission recommended approval.

The public hearing was opened.

Brandon Bowen, 15 S. Public Square, came forward to represent Windsong Properties and continued by stating that the proposal would offer a lower traffic impact due to the age restricted living units.

Mark Carruth, Roswell, GA., CEO of Windsong Properties, came forward to give an overview of the project and product they are proposing.

With no one else to speak for or against the application, the public hearing was closed.

This was a first reading and will be voted on at the next meeting scheduled for December 7, 2023, at 9:00AM.

RESOLUTIONS

3. Resolution for MGAG Member Elective Price Hedging

Brian Friery, Gas Department Assistant Director, stated on September 1, 2023, the City of Cartersville became a member of the Municipal Gas Authority of Georgia to manage the City's natural gas supply. As a benefit of being a member of MGAG, the city has the option to be part of MGAG's natural gas price hedging programs known as Member Elective Price Hedging.

These programs were developed to manage price risk associated with natural gas prices giving the Member an opportunity to lock in future prices for natural gas purchases. Since these programs typically have a time limit associated with the natural gas purchases, the purpose of this resolution is to allow the City Manager, Gas System Director, or Assistant Gas System Director to execute the elective forms, transaction confirmations and any other documents, agreements or instruments associated with any Member Elective Price Hedging contemplated by this resolution. The Gas System recommends Council approval of this resolution.

Council Member Fox made a motion to approve the Resolution for MGAG Member Elective Price Hedging. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution # 38-23

BID AWARD/PURCHASES

4. 2024 Georgia UPC Annual Membership Fee

Mr. Friery stated the Gas Department is required by state law to be a member of the Georgia Utilities Protection Center. This is our annual membership fee invoice in the amount of \$15,986.57. This is equally split between all the city utility departments. This is a budgeted item and Council's approval of this invoice was recommended.

Council Member Roth made a motion to approve the 204 Georgia UPC Annual Membership Fee. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

Council Member Wren made a motion to add three (3) items to the agenda. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

5. 500kVA Transformer Purchase

Derek Hampton, Electric Department Director, stated the Electric Department is requesting authorization to purchase a 500kVA/480-volt transformer to serve a recent customer-choice win. Due to the customer's desired timeline, we could only find one vendor that could provide the transformer in a reasonable timeframe. Approval was recommended to order the transformer from JCL Energy for \$43,750.00.

Council Member Roth made a motion to approve the 500kVA Transformer purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

6. 750kVA Transformer Purchase Cancellation

Mr. Hampton stated that Council originally approved the purchase of these two 750kVA transformers at the 10/20/2022 council meeting. Unfortunately, the vendor, Transformer Network, Inc., failed to deliver the order, and caused our customer additional hardship. We've had to secure new bids and start the process over with a different selection of vendors. It was requested to cancel the approval of the purchase of (2)-750kVA transformers that was previously granted.

Council Member Fox made a motion to approve the 750kVA Transformer Purchase Cancellation. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

7. 750kVA Transformer Purchases

Mr. Hampton stated the Electric Department needs to purchase (2) 750kVA Transformers for an industrial customer's expansion. Three bids were received and deemed the bid from Solomon Transformer to be the best bid based on price and delivery time. Authorization was requested to purchase the two units from Solomon Transformer for a total of \$69,774.00. This is a budgeted expense.

Council Member Wren made a motion to approve the 750kVA Transformer Purchases. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

ADDED ITEMS

8. 300kVA Transformer Purchase Cancellations

Mr. Hampton stated that Council originally approved the purchase of six 300kVA transformers at the 10/20/2022 Council Meeting. Unfortunately, the vendor, Transformer Network, Inc., only delivered four units that were working, and they were not close to our specifications. Fortunately, there were two units in stock to finish the job, but that eliminated the stock. New bids were requested to start the process over with different vendors. It was requested to approve the purchase of two remaining 300kVA transformers that was granted.

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

9. 300kVA Transformer Purchase

Mr. Hampton stated that the Electric Department needs to purchase two (2) 300kVA Transformers. One is for stock and the other is for the new Water Department Headquarters building. Three bids were received and deemed the bid from Solomon Transformer to be the best bid based on price and delivery time. It was requested to approve the purchase of two units from Solomon Transformers for a total of \$69,774.00.

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

10. Allocation of TPD Funds

Hannah Cook, Art in Bartow Director, stated Art in Bartow is requesting the allocation of Tourism Product Development funds in the amount of \$9,800.00. This money will go towards the installation of 18 frames (4'x2'x6") on the columns under the bridge. The frames will be powder coated black metal and they will allow for interchangeable art to be displayed under the bridge. Artwork will be reproduced with permission of the artist and printed on coroplast for display. Downtown Cartersville and the CBCVB have agreed to split the cost of printing/providing the artwork. Staff recommended approval of this request.

Council Member Wren made a motion to approve the Allocation of TPD Funds. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 6-0

11. Sports Complex Lighting

Steve Roberts, Parks and Recreation Director, stated Parks and Recreation is requesting approval to purchase lights for Fields one and two at the Sports Complex, which were excluded in the last round of upgrades. Sourcewell, the purchasing entity, is being utilized to purchase the lights from the preferred vendor, Musco Lighting. The lights currently in use on the remaining fields are Musco, which would allow staff to control all the lights using the same system through the Musco App. The scope of work for this project includes removing and replacing the existing lights and poles with new concrete poles, LED lighting, wiring, and monitoring. The total cost is \$310,000.00, and it is a budgeted request.

Council Member Hodge made a motion to approve the Sports Complex Lighting. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

12. Wellness Program for 2024

Dan Porta, City Manager, stated for the past five years, city employees, excluding fire personnel, have been required to have a biometric screening done and one follow up visit with a health coach. This service has been provided by Corporate Health Partners (CHP) and for 2024 they have proposed the cost for this same testing to be \$99.00 per employee, plus \$2,500.00 in

management fees. For 237 participating employees, plus a management fee, this totals \$25,963.00 which if approved, can be paid from the \$60,000.00 wellness credit given to us by Anthem (BCBS) Insurance. In addition to the annual health screenings, we would like to have CHP provide some nutrition and step challenges to encourage employees to better health. The estimated costs for these programs are \$7,500.00 bringing the potential total cost for all programs from CHP for 2024 to \$33,463.00.

Council Member Fox made a motion to approve the Wellness Program for 2024. Council Member Wren seconded the motion. Motion carried unanimously. Vote: 6-0

13. WPCP Instrument Service

Sidney Forsyth, Water Department Director, stated annual calibration and service is required of both in-line and bench-top instrumentation at the Water Pollution Control Plant to control and optimize plant operations. This service is provided by the instrument manufacturer, Hach, and is an annual service agreement including calibration, preventive maintenance, repair labor, and service calls. Hach has provided a quote of \$17,410.65. Approval was recommended of this annual service agreement. This is a budgeted expense to be paid from account #505.3330.52.2361.

Council Member Roth made a motion to approve the WPCP Instrument Service. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

14. Land Application Farm Tree Clearing

Mr. Forsyth stated on September 7, 2023, the City Council approved land clearing services for the city owned biosolids land application site on Wade Road in Taylorsville. The contract was awarded to Hickory Ridge Land Management, LLC for \$1,000.00 per acre, totaling \$200,000.00. As the project has progressed surveys have determined that up to an additional 100 acres will need to be cleared due to overgrowth in some previously permitted areas. As Hickory Ridge was the lowest responsive bidder previously, we requested a quote to add the additional 100 acres to their scope of work. They have agreed to do this for the same unit cost of \$1,000.00 per acre. It was recommended to award the work to Hickory Ridge Land Management LLC for a cost not to exceed an additional \$100,000.00. This is not a budgeted expense, but funds are available from Water Department Revenues.

Council Member Wren made a motion to approve the Land Application Farm Tree Clearing. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

15. Valve Manhole Installation

Mr. Forsyth stated during the AMI meter changeout at the Anheuser Busch plant, one of the city valves in the vault broke. The leakage is relatively minor but does need to be addressed. As this repair will require the brewery to be completely shut down, including fire service lines, we have scheduled the repair for the Friday after Thanksgiving Day, during the scheduled plant shutdown. To accomplish this work, we will need a buried 24-inch valve supplying the brewery to be accessible. For this purpose, a quote from C.H. Kirkpatrick and Sons was requested for the work, and a price of \$13,500.00 was received. This is budgeted maintenance to be paid from acct #505.3320.52.2380.

Council Member Roth made a motion to approve the Valve Manhole Installation. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

ENGINEERING SERVICES

16. Water and Sewer Specifications Update

Mr. Forsyth stated the approved specifications for water and sewer system development require updating to reflect current industry regulations, practices, material and technology advancement. Croy Engineering has provided a proposal to review and update these specifications and standard details for a cost of \$15,000.00. Approval was recommended of the Engineering Services Agreement with Croy Engineering and the associated task order for this work. This is a budgeted expense to be paid from account #505.3320.52.1360.

Council Member Fox made a motion to approve the Water and Sewer Specifications Update. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 6-0

17. WPCP Expansion Engineering

Mr. Forsyth stated the Water Department, in conjunction with its engineering consultant, Hazen & Sawyer has completed a capacity evaluation of the Water Pollution Control Plant. The rate of development in both the City and Bartow County which utilize the City's treatment plant for wastewater disposal; including residential, commercial, and industrial developments, were evaluated against the current treatment capacity of the plant. We have determined that a 10 million gallon per day (10 MGD) expansion is appropriate and necessary to ensure treatment capacity and regulatory compliance when considering a 20-year planning horizon. Hazen has given a proposal of \$1,850,000 to provide engineering services through 30% design, including CMAR procurement, permitting assistance, surveying and field services, and industrial user support. This is a budgeted expense to be paid from account #505.333.54.1320.

Council Member Fox made a motion to approve the WPCP Expansion Engineering. Council Member Wren seconded the motion. Motion carried unanimously. Vote: 6-0

CONTRACTS/AGREEMENTS

18. Art Donation

Mr. Porta stated the Family of Don Kordecki has requested to donate art titled "Celebrate the Arts with Don Kordecki" to the City of Cartersville. The statue is to be placed in the Shakespeare Garden, located downtown.

Council Member Cooley made a motion to approve the Art Donation. Council Member Wren seconded the motion. Motion carried unanimously. Vote: 6-0

ADDED ITEM

19. Plumbing Code Resolution

Keith Lovell, City Attorney, stated the resolution presented was to amend the Georgia State Minimum Standard Plumbing Code.

This was a first reading and would be voted on at the next City Council Meeting scheduled for December 7, 2023, at 9:00AM.

FIRST READING OF ORDINANCES

20. FY2023 Budget Ordinance Amendment

Tom Rhinehart, Finance Department Director, stated after Completion of the Fiscal Year 2022-23 close, the General Fund, Special Revenue funds, and the SPLOST Fund's budgets need to be amended. The process of amending these budgets is done annually before the year-end close and will bring the city General Fund, Special Revenue Funds, and SPLOST Funds into compliance with Generally Accepted Accounting Principles (GAAP) standards. These adjustments reflect the necessary changes needed to bring the budgets back into balance where the revenues equal expenses and mirror the actual year-to-date revenues and expenses in each of the funds. Approval was recommended of the ordinance amendment.

This was a first reading and would be voted on at the next City Council meeting scheduled for December 7, 2023, at 9:00AM.

FINANCIAL REPORT

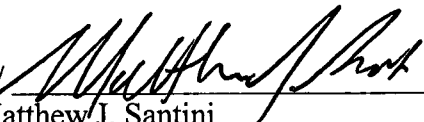
21. September 2023 Financial Report

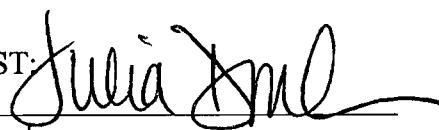
Mr. Rhinehart reviewed the September 2023 Financial Report and compared the numbers to September 2022.

ADJOURNMENT

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

Meeting Adjourned at 7:31 P.M.

/s/ 
Matthew J. Santini
Mayor

ATTEST: 
/s/ Julia Drake
City Clerk