

CITY OF DAHLONEGA

Council Meeting Agenda - Amended

May 04, 2020 6:00 PM

Zoom Meeting

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 706-864-6133.

TELECONFERENCE INFORMATION

Due to recommendations by the CDC during the Coronavirus crisis, this meeting will be conducted via teleconference. This is allowed by O.C.G.A. §50-14-1(g) as the public is provided simultaneous access to the teleconference meeting. The City of Dahlonega will utilize Zoom to conduct this teleconference meeting. **TO JOIN:** Go to - https://dahlonega.gov/mayor-and-council/city-council-meetings/ Find the meeting invite you would like to attend, OR—Click on the hyperlink above.

We appreciate your patience and understanding during this time

CALL TO ORDER AND WELCOME PRAYER / PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG APPROVAL OF AGENDA PUBLIC COMMENT – PLEASE LIMIT TO THREE MINUTES APPROVAL OF MINUTES -

- a. Council Meeting Minutes March 2, 2020
- b. Work Session Minutes March 19, 2020
- c. Special Called Meeting Minutes March 19, 2020
- d. Special Called Meeting Minutes April 20, 2020
- e. Special Called Meeting Minutes March 23, 2020

RECOGNITION

1. Municipal Clerks Week!!

ORDINANCE AND RESOLUTION:

OLD BUSINESS:

NEW BUSINESS:

- Dahlonega BBQ LLC Alcoholic Beverage License Application Mary Csukas, City Clerk
- The Laurel A Cottage Community Preliminary Condominiums Plat Kevin Herrit, Community Development

COMMENTS - PLEASE LIMIT TO THREE MINUTES

Clerk Comments
City Manager Comments
City Attorney Comments
City Council Comments
Mayor Comments

ADJOURNMENT



CITY OF DAHLONEGA Council Meeting Minutes March 2, 2020, 6:00 pm

PRESENT	PRESENT	PRESENT
Mayor Sam Norton	City Clerk Mary Csukas	City Attorney Doug Parks
Council Member Roman Gaddis	City Manager Bill Schmid	Tourism Director Sam McDuffie
Council Member Mitchell Ridley	Director Mark Buchanan	Cemetery Chair Chris Worick
Council Member Ron Larson	Director Kevin Herrit	
Council Member JoAnne Taylor		
Council Member Helen Hardman		
Council Member Johnny Ariemma		

CALL TO ORDER AND WELCOME

Mayor Norton called the meeting to order at 6:00 pm.

PRAYER / PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Mr. DJ Dwight and the DeMolay Youth Group recited the Pledge of Allegiance. The Council took the opportunity to thank the DeMolay Youth Group and staged a photo opportunity.

Council Member Hardman led the Mayor and Council in prayer.

APPROVAL OF AGENDA

Mayor Norton called for a motion to approve the agenda as written.

Motion made by Council Member Larson, Seconded by Council Member Taylor.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma.

PUBLIC COMMENT - PLEASE LIMIT TO THREE MINUTES - No public Comments

APPROVAL OF MINUTES -

Mayor Norton called for a motion to approve the four listed meeting minutes, Regular Council Meeting Minutes - January 6, 2020, Work Session Minutes - January 16, 2020, Special Called Meeting Minutes - January 16, 2020, and Council Meeting Minutes - February 3, 2020.

Motion made by Council Member Gaddis, Seconded by Council Member Hardman. Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

RECOGNITION

Planning Commission Appointment – Cal McGraw and Robert Conaway

Mayor Norton called for a motion to appoint Mr. Call McGraw and Mr. Robert Conaway to the Planning Commission.

Motion made by Council Member Gaddis, Seconded by Council Member Larson.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma.

With the approval of the appointment, Mayor Norton swore in both gentlemen to the Planning Commission.

Tourism Director Sam McDuffie informed the Council of the Inaugural Trail Blazer Award presented to Dahlonega by Georgia's Association of Conventions and Visitors Bureau.

ORDINANCE AND RESOLUTION:

1 Resolution 2020-03 opposing HB 302, HB937 and SB 172

Council Member Taylor informed Council that HB 302, HB937, and SB 172 would remove the city's right to control building standards. Resolution 2020-03 states that we are opposed to HB 302, HB937, and SB 172.

- Ocity Attorney Doug Parks informed Council that these Bills are somewhat vague, so we added HB937 due to the initial vagueness.
- Council Member JoAnne asked that Council and Citizens speak with your local representatives in your community.
- Mayor Norton stated that he believes in Home Rule and is opposed to both House Bills, and the Senate Bill outlined in Resolution 2020-03

Mayor Norton called for a motion to approve Resolution 2020-03 opposing HB 302, HB937 and SB 172 *Motion made by Council Member Ridley, Seconded by Council Member Taylor.*

Council Member Hardman asked if we could add the words character and history to the first paragraph. The motion was amended to include the words character and history to the first paragraph

- Council Member Larson asked that all Council Members signatures appear on Resolution 2020-03.
- The Mayor and Council agreed that all Council Members and the Mayor would sign the document.
- The Mayor stated that our area, District Two, is planning a visit to the State Capital to oppose these Bills on March 10 at 12:00 pm.

- Ordinance 2020-19: Squaretail, LLC Rezoning to R-2 (Multi-Family Residential)
 Doug Parks, City Attorney informed Council that this item was presented during a public hearing for the Council to review.
 - City Manager Bill Schmid asked if the Builder would oppose the building site plan in its current form. The Builder stated the site plans adjustments will follow all city and state laws.
 - Council Member Ariemma asked if the community would be gated and who would be responsible for the gate. The Builder stated that the community is accountable for all gates and the roads within the community.
 - Council Member Ridley asked if there are possible changes to the site plan due to topography.
 Director Herrit stated that site plans during the building process generally have revisions that are approved to follow all ordinances in place.
 - Council Member Ariemma understood the intentions are to demolish the brick house on the site, and the Builder stated that it is correct.

- Council Member Gaddis had concerns with the names on the application, primarily Jim Adams, the estate manager, and the Builder, Squaretail are both in this document, and is this acceptable? Council Members stated that these same questions were asked and answered during the public hearing for this rezoning.
- Council Member Gaddis asked and was informed by the Builder that this community would include sidewalks.

Mayor Norton called for a motion to approve Ordinance 2020-19: Squaretail, LLC Rezoning to R-2 (Multi-Family Residential).

Motion made by Council Member Larson, Seconded by Council Member Ariemma.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

3 Ordinance 2020-07: An Ordinance to include regulations and procedures for mobile food service.

City Attorney Parks reminded Council that at our last work session, we discussed elements of this Ordinance, primarily the size of the food truck and a requirement to only allow mobile food service with a special event. This permit would be part of the special event application packet. Council changes listed below, are included in the proposed Ordinance:

- The food service permit is not specific to only Lumpkin County.
- The mobile food truck insurance can be part of the master event policy, not individual policies.

Mayor Norton called for a motion to approve Ordinance 2020-07: An Ordinance to include regulations and procedures for mobile food service.

Motion made by Council Member Taylor, Seconded by Council Member Hardman.

- Mayor Norton asked and was informed by City Attorney Parks that the Downtown Development Authority had input on Ordinance 2020-07.
- Council Member Ariemma inquired if Section 3 (K) and Section 9 needed clarification to a more specific required menu. City Attorney Parks stated that this Ordinance is evolving and with more use in the coming month, this section and others may need amending,
- Council Member Ariemma had concerns with the use of public receptacles, and City Manager Schmid stated that each significant Event is responsible for supplying a large garbage receptacle.
- Ocity Attorney Parks proposed deferring the Ordinance to a later date. The Mayor stated that this document, in its current form, was acceptable for a vote.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

OLD BUSINESS:

4 Public Notice Meeting Dates – Work Session

City Clerk, Mary Csukas, informed Council that the Work Sessions are being proposed for the third Monday of each month beginning in April. The March Work Session and Public Hearing are on the third Thursday of the month.

Mayor Norton called for a motion to approve a change to the Public Notice Meeting Dates to move the Work Sessions from the third Thursday of each month to the third Monday of each month at 4:00 pm.

Motion made by Council Member Larson, Seconded by Council Member Taylor.

5 Contract Award Recommendation - Project #2020-005 Asphalt Leveling and Resurfacing City Streets

Mayor Norton informed Council that this project was discussed at our recent work session in its current form.

Mayor Norton called for a motion to approve Project 2020-05 Asphalt Leveling and Resurfacing City Streets

Motion made by Council Member Ariemma, Seconded by Council Member Hardman.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

6 Contract Award Recommendation - Project #2020-010 Barlow Road Improvements

Mayor Norton inquired into the nature of Project 2020-010 Barlow Road Improvements. Director Buchanan stated that this project includes resurfacing city streets and a stormwater improvement project. The total cost for this project is \$229,000.

Mayor Norton called for a motion to approve Project #2020-010 Barlow Road Improvements

Motion made by Council Member Larson, Seconded by Council Member Ridley.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

7 LMIG Project #2020-001 Asphalt Leveling and Resurfacing City Streets

Director Buchanan informed Council this is a second part of the asphalt leveling project, which is paid by LMIG funds. The project commences this summer.

Mayor Norton called for a motion to approve Project #2020-001 Asphalt Leveling and Resurfacing City Streets

Motion made by Council Member Taylor, Seconded by Council Member Hardman.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council

Member Gaddis, Council Member Larson, Council Member Ariemma

COMMENTS - PLEASE LIMIT TO THREE MINUTES

Clerk Comments – No comments currently.

City Manager Comments – Thanks to all who were able to that attended the Council retreat in Milledgeville City Attorney Comments – A revision to the City zoning map soon with text amendments.

City Council Comments:

- o Council thanked City Staff for the execution of the recent Council retreat in Milledgeville
- Review Marshals job description
- o City garbage trucks should consider advertising a litter campaign
- State Capital trip on March 10, 2020, at noon

Mayor Comments -

- CHP Joint Child Abuse Month Proclamation is forthcoming
- o The 100 anniversaries of the 19th Amendment, Thursday 12th of March at the Community House.
- o Board of Health meeting that discussed the coronavirus and how it pertains to the state of Georgia.
- City Clerk to locate the City Attorney contract for council review.

Mayor Norton asked for a motion to adjourn the meeting. Motion made by Council Member Gaddis, Seconded Council Member Taylor. Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma



CITY OF DAHLONEGA Council Work Session Minutes March 19, 2020 4:00 PM

PRESENT – Council Chamber	PRESENT – Council Chamber	Present – Council Chamber
Mayor Sam Norton	City Manager Bill Schmid	City Attorney Doug Parks
Council Member Helen Hardman	City Clerk Mary Csukas	Director Shannon Ferguson
Council Member Mitchell Ridley	Director Melody Marlowe	DDA Program Assistant Cari McDuffie -
	Director Kevin Herrit	
	Director Mark Buchanan	
	Marshal Jeff Branyon	

PRESENT – Zoom Platform	PRESENT – Zoom Platform	PRESENT – Zoom Platform
Council Member Ron Larson		Tourism Director Sam McDuffie
Council Member JoAnne Taylor		
Council Member Roman Gaddis		
Council Member Johnny Ariemma		

Mayor Norton opened the meeting at 4:00 p.m

PRESENTATIONS

- Presentation to City Council Community Helping Place Free Medical Clinic, Paula Payne, CHP Clinic Director- Ms. Payne was not able to attend the meeting.
- 2. Barn Quilt Design, Lynn Sylvester
 - Barn Quilt Trail in Lumpkin County. Sam McDuffie is on board with this project. Chestatee Artists would like to sponsor the first Barn Quilt in Downtown Dahlonega on the Square. The design open to suggestions.
 - Council Member Larson suggests a UNG partnership for this project.
 - Ms. Sylvester stated these are temporary painted wood structures adhered to the proposed site.
 - o Director Ferguson would discuss the quilt idea with the Downtown Development Board.
 - o The barn quilt trail will proceed through the City of Dahlonega into Lumpkin County.
 - The Historic Preservation Committee will review the guilt design.
 - Council Member Gaddis agreed that the design process of the quilt should be through the Historic Preservation Committee.
 - Ms. Sysvester would also need to involve the Downtown Development and owner of the property and Lumpkin County as required.
 - Mayor Norton informed Ms. Sylvester that each owner of a property has the right to decide on the design of a quilt on their structure. Three proposed designs should be presented to the Council and then, in turn, to the Historic Preservation Committee. All quilts need to pass the sign ordinance.requirements.
- 3. Employee Compensation and Benefits Review, Whit Perrin Wright, Whit Perrin Wright Consulting LLC, Melody Marlowe, Finance Director

Whit Perrin Wright Consulting, LLC were contracted to review the City's compensation and benefit plans based on the current market, based on population size, geographic proximity to the City of Dahlonega, and other characteristics such as tourism and the presence of a college to ensure the City is competitive in our market.

- The summary showed some pay ranges are below the market, and a few are slightly above the market. The goal is to implement the recommended pay structure on a case by case basis and phased-in approach to the relative grade increase. The healthcare offerings are very competitive overall. A possible offering of tuition assistance may allow for a more competitive edge in our market.
- In 2019, City Employees received a pay increase budgeted at 3% based on performance reviews.
- Implementation of the first step in the recommended pay structure is to bring employees paid below the new pay grades to their new grade minimums. An employee by employee review will be needed to address individual situations. No action taken.
- 4. FY2019 Comprehensive Annual Financial Report (CAFR) and Audit, Chris Hollifield, Rushton and Company CPAs

The City engaged the services of Rushton and Company CPA to audit the financial state for the year ending September 30, 2019.

- The report found no material weakness, and no significant deficiencies were noted in the internal controls of the City of Dahlonega. No instances of material noncompliance or other matters that are required to be reported were stressed.
- Mayor Norton reminded Council that the audit is to test our processes to ensure that the balances are accurate.
- Council Member Ariemma inquired into the status of the Water Sewer Funds, which are in a healthy place in comparison to five or six years ago.
- o Council Member Larson praised the finance department for another fantastic financial audit.
- Mayor Norton reminded Council that the City is currently fiscally sound with available funds in a slightly volatile market.

BOARDS AND COMMITTEE'S:

- 5. Cemetery Committee January 2020, Chris Worick, Cemetery Committee Chairman No information outside of the report.
- 6. Downtown Development Authority, Shannon Ferguson, Executive Director
 - o Coronavirus update on business owners in the Downtown Development Authority footprint.
- 7. Main Street, Carolyn McDuffie, Main Street Project Coordinator
 - Event cancellations were updated
- 8. Tourism Board Report, Sam McDuffie, Director
 - o Dahlonega, Ga, was voted sixth in the Southern Living Best Mountain Towns 2020.
 - Tourism rebranding of the Logo Discover Dahlonega.
 - The cost of the rebranding will be minimal.
 - Bathroom renovations are in the discussion stage.

DEPARTMENT REPORTS:

- 9. Marshal's Report February 2020, Jeff Branyon, Marshal
 - The parking meter process is firmly in place.
 - o Protocols and Policies will be rolled out in the coming months and will evolve with time.
- 10. Community Development February 2020 Department Report, Kevin Herrit, Director
 - o Chair Persons suspended the Planning and HPC meetings due to pandemic
 - o Construction projects are not on hold. A Special Called Hearing can be called as needed.
 - Online permitting will begin within the month.
 - o Zoning Map is 95% complete, execution expected within the month.
- 11. Financial Reports (January 2020) Melody Marlowe, Finance Director
- 12. Financial Services Department Report, Melody Marlowe, Finance Director
 - o BS&A Software is complete and will be live next Monday

- The City has a healthy reserve, but staff will review cost-saving measures during the pandemic
- Sales tax will be down due to the pandemic.
- Water and sewer revenues will be down by at least 30%.
- 13. Public Works Department Report February 2020, Mark Buchanan, PW Director/City Engineer
 - The City parks are sanitized daily.
- 14. Water & Wastewater Treatment Department Report February 2020, John Jarrard, Water/Wastewater Treatment Director
 - Owens Farm lift station near completion.
 - Achasta lift station will begin in the next week.

ITEMS FOR DISCUSSION:

- 15. City Council Coronavirus Update
 - Municipal Court will be postponed for the next month.
 - o Two water bill drop off locations in town.
 - We are assisting with the economic support of local business owners.
 - Mayor Norton stated that our priority is the safety and health of our Citizens.
 - o Council Member Gaddis stated the need to create an ordinance for the state of emergency.
 - Mayor Norton requested a draft ordinance state of emergency and special called meeting.
 - Hotel/Motel Funds' contractual distribution will not be affected by pandemic at this time.
 - Council will review the Chamber contract as the pandemic evolves and the dollar amount available for distribution.
- 16. 2020-11: Special Events and Demonstrations Regulations; Exhibit A: Permit Requirement/ Application/ Processing, Doug Parks, City Attorney
 - An ordinance about special events and demonstration regulations.
 - Establish permit regulations, applications, and processing procedures.
 - o City Staff recommends Ordinance 2020-11: Exhibit A.
 - The added insurance requirement includes a waiver capability by the City Manager.
- 17. Ordinance 2020-17 Moratorium regarding special event applications and permits, Doug Parks
 - Moratorium prohibiting the acceptance of applications and issuance of special event permits from March 20, 2020, through April 30, 2020, as to Ordinance 2020-11.
 - o Ordinance 2020-17 relates to the CDC guidance due to the coronavirus.
 - o Council Member Taylor and Hardman are ready to extend this ordinance as needed.
 - o Mayor Norton stated that Ordinance 2020-17 could be adjusted as needed.
- 18. Dahlonega Telecommuting Policy 2020, Doug Parks, City Attorney
 - The City of Dahlonega supports telecommuting work arrangements and allows the City Manager to implement these arrangements, where appropriate, for eligible employees.
- 19. Ordinance 2020-12: Vehicle Signs, Doug Parks, City Attorney
 - An opportunity to allow advertisements on the vehicles.
- 20. Ordinance 2020-08 Short Term Rentals, Kevin Herrit, AICP, Director of Community Development
 - Short Term Rentals will be moved to a future work session.
- 21. City Park Trail Paving, Vince Hunsinger, Capital Projects Manager
 - Funds relocation of \$20,000 to allow for City Park Trail Paving. Dahlonega City Park will be closed for the duration of the project.
- 22. Contract Award Recommendation Project #2020-011, Mark Buchanan, City Engineer
 - The parking expansion project of \$35,000 next to Building A for city staff
- 23. Contract Award Recommendation Project #2020-012, Mark Buchanan, City Engineer
 - Memorial Park Cemetry resurfacing project \$ 36,433.
- 24. City of Dahlonega Marshal's Job Description
 - Updated City Marshal job description.

COMMENTS – PLEASE LIMIT TO THREE MINUTES

Clerk Comments - No comments

City Manager Comments – President Trump requires Government agencies to pay leave to staff as needed for COVID 19 situations.

City Attorney Comments – No comments

City Council Comments

o Council Members discussed the development of these zoom meetings

Mayor Comments

- o Mayor Norton supported the staff dedicated to the City during this coronavirus.
- o The City Attorney contract was awarded on August 2, 1982, but it is not available for review.
- o Attorney Parks stated that his and Judge Law's contracts, were renewed in 2007

Mayor Norton adjournment the meeting at 7:02 p.m.



CITY OF DAHLONEGA SPECIAL CALLED MEETING MINUTES

MARCH 19, 2020 4:00 P.M.

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours before the meeting at 706-864-6133.

PRESENT – Council Chamber	PRESENT – Council Chamber	Present – Council Chamber
Mayor Sam Norton	City Manager Bill Schmid	City Attorney Doug Parks
Council Member Helen Hardman	City Clerk Mary Csukas	Director Shannon Ferguson
Council Member Mitchell Ridley	Director Melody Marlowe	DDA Program Assistant Cari McDuffie -
	Director Kevin Herrit	
	Director Mark Buchanan	
	Marshal Jeff Branyon	

PRESENT – Zoom Platform	PRESENT – Zoom Platform	PRESENT – Zoom Platform
Council Member Ron Larson Council Member JoAnne Taylor Council Member Roman Gaddis Council Member Johnny Ariemma		Tourism Director Sam McDuffie

Mayor Norton called the meeting to order at 7:04 p.m.

APPROVAL OF AGENDA

Mayor Norton called for a motion to approve the amended agenda.

Motion made by Council Member Gaddis, Seconded by Council Member Ariemma.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

NEW BUSINESS

 2020-11: Special Events and Demonstrations Regulations; Exhibit A: Permit Requirement/ Application/ Processing, Doug Parks, City Attorney

Mayor Norton called for a motion to approve Ordinance 2020-11: Special Events and Demonstrations Regulations; Exhibit A: Permit Requirement/ Application/ Processing.

Motion made by Council Member Hardman and seconded by Council Member Taylor Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

Ordinance 2020-17 Moratorium regarding special event applications and permits, Doug Parks, City Attorney
Mayor Norton called for a motion to approve Ordinance 2020-17 Moratorium regarding special event
applications and permit.

Motion made by Council Member Taylor and seconded by Council Member Larson Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma 3. Dahlonega Telecommuting Policy 2020

Mayor Norton called for a motion to approve Ordinance 2020.

Motion made by Council Member Ridley and seconded by Council Member Gaddis
Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member
Gaddis, Council Member Larson, Council Member Ariemma

4. Ordinance 2020-12: Vehicle Signs, Doug Parks, City Attorney

Mayor Norton called for a motion to approve Ordinance 2020-12: Vehicle Signs.

Motion made by Council Member Hardman and seconded by Council Member Larson Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

5. City of Dahlonega Marshal's Job Description, Bill Schmid, City Manager

Mayor Norton called for a motion to approve City of Dahlonega Marshal's job description

Motion made by Council Member Larson and seconded by Council Member Gaddis Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

6. City Park Trail Paving

Mayor Norton called for a motion to approve Ordinance 2020-06.

Motion made by Council Member Taylor and seconded by Council Member Ridley Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

7. Contract Award Recommendation - Project #2020-011

Mayor Norton called for a motion to approve Contract Award Recommendation – Project #2020-011

Motion made by Council Member Hardman and seconded by Council Member Taylor Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

8. Contract Award Recommendation – Project #2020-012

Mayor Norton called for a motion to approve Contract Award Recommendation – Project #2020-012

Motion made by Council Member Ridley and seconded by Council Member Larson Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

Mayor Norton called for a motion to adjourn the meeting. Motion made by Council Member Gaddis.

Approved this	day of	, 2020.	
		Sam Norton, Mayor	
Attest:		Mary Csukas City Clerk	



CITY OF DAHLONEGA SPECIAL CALLED MEETING MINUTES

APRIL 20, 2020 4:00 PM

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council Meetings should notify the City Clerk's Office at least 24 hours before the meeting at 706-864-6133.

Present – Zoom Mayor Sam Norton Council Member Roman Gaddis Council Member Mitchell Ridley Council Member Ron Larson Council Member JoAnne Taylor Council Member Helen Hardman Council Member Johnny Ariemma	Present – Zoom City Manager Bill Schmid City Clerk Mary Csukas Director Melody Marlowe Director Kevin Herrit Director Mark Buchanan Marshal Jeff Branyon	Present – Zoom City Attorney Doug Parks Director Shannon Ferguson DDA Program Assistant Cari McDuffie Tourism Director Sam McDuffie Chamber President Robb Nichols
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Mayor Norton called the meeting to order at 4:00 p.m. via a Zoom Platform.

APPROVAL OF AGENDA

Mayor Norton called for approval to amend the Special Called Meeting Agenda to include the COVID 19 Budget Amendment.

Council Member Ariemma motioned to amend the agenda as stated and seconded by Council Member Taylor.

Mayor Norton suspended the Special Called Meeting at 4:02 p.m.

Mayor Norton reconvened the Special Called Meeting at 5:24 p.m.

NEW BUSINESS

1. Utility Billing Late Fees and Disconnection of Services - Suspension

Mayor Norton called for a motion to approve a suspension of late fees and disconnection of services with Utility Billing.

Motion by Council Member Larson to approve a suspension of late fees and disconnection of services with Utility Bill in April and May 2020, until the end of May 31, 2020, and to approve the Finance Director and City Manager to set up payment plans as needed for accounts. Council Member Hardman seconded the motion.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Council Member Ariemma

2. COVID 19 Budget Amendment.

Mayor Norton called for a motion to adopt the COVID 19 Budget Amendment.

Motion made by Council Member Ridley and seconded by Council Member Taylor.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis. Council Member Larson. Council Member Ariemma

Mayor Norton adjourned the meeting at 5:32 p.m.



CITY OF DAHLONEGA SPECIAL CALLED MEETING MINUTES

MARCH 23, 2020 4:00 PM

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours before the meeting at 706-864-6133.

PRESENT- Zoom Platform	PRESENT- Zoom Platform	Present – Zoom Platform
Mayor Sam Norton	City Manager Bill Schmid	City Attorney Doug Parks
Council Member Roman Gaddis	City Clerk Mary Csukas	Director Shannon Ferguson
Council Member Ron Larson	Director Melody Marlowe	DDA Program Assistant Cari McDuffie
Council Member JoAnne Taylor	Director Kevin Herrit	Tourism Director Sam McDuffie
Council Member Helen Hardman	Director Mark Buchanan	
Council Member Johnny Ariemma	Deputy Chris Jones	
Present – Council Chambers		
Council Member Ridley		

Mayor Norton called the meeting to order at 4:00 pm.

APPROVAL OF AGENDA

Mayor Norton called for a motion to approve the amended agenda.

Motion made by Council Member Gaddis, Seconded by Council Member Ariemma.

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

NEW BUSINESS

- 1. Closing of City Facilities to the Public.
 - City Manager Schmid is proposing City Facilities for the health and safety of Staff and the community.

Mayor Norton called for a motion to approve Closing of City Facilities to the Public.

 Council Member Ariemma requested the identity of any individual in the community with the coronavirus.

Motion made by Council Member Ridley and seconded by Council Member Hardman Voting Yea: Council Member Hardman, Council Member -Taylor, Council Member Ridley, Council Member Gaddis, Council Member Larson, Council Member Ariemma

2. Declaration and Ordinance 2020-18 – Proclamation of State of Emergency Arising Because of COVID-19: An Ordinance taking immediate emergency measures.

Mayor Norton called for a motion to approve Declaration and Ordinance 2020-18 – Proclamation of State of Emergency Arising Because of COVID-19: An Ordinance taking immediate emergency measures.

Motion made by Council Member Larson and seconded by Council Member Gaddis

 Catlin, Papa's Place – We follow the CDC health and safety recommendations, but our restaurant is not designed for curbside service; our business will close.

- Mayor Norton and Council discussed releasing a joint memorandum with the County concerning the state of emergency issues.
- Wagon Wheel, Rose Thompkins We are following the CDC recommendations, but the Wagon Wheel is not designed for curbside service.
- Mayor Norton reiterated that this emergency declaration would have a full range effect on many businesses in the community. Our Proclamation should have a sunset date of 15-30 days.
- Mayor Norton understands that drive-through restaurants will have an advantage due to the design of the chain restaurants.
- Council Member Larson pointed out the impact that all restaurants are feeling with the lack of take-out and drive-through options, as advised by the CDC.
- Council Member Ridley discussed the need to review all types of business, not just restaurants during this state of emergency. The Governor's Office needs to assist and guidance EVERYONE during this state of emergency.
- Council Member Ariemma is looking for assistance from the Federal Government with a stimulus package.
- O Council Member Taylor is hoping the Governor's Office would take a stance to assist with this patchwork design in place at this time.
- o Mayor Norton has the stance that we pass our state of emergency while we wait for our legislative body to take a stand.
- Council Member Gaddis is in favor of more restrictions for all types of business and more leadership from Governor Kemp.
- Mayor Norton stated the need to allow for modification of the Declaration 2020-18 at this meeting or the Special Called Meeting on Wednesday, March 25, 2020.
- Mayor Norton, directed City Manager, Bill Schmid to review the Proclamation and amend with recommendations for all business in the City of Dahlonega.
- Shenanigans Restaurant, Deb Rowe, is asking that the City remember the community is struggling and will need time to comply with the CDC guidelines in this ever-changing climate.
- Council discussed the impact a curfew would have on the community.
- The Nugget, Greg Finan discussed the chain of command outlined in the Proclamation, the curfew reasoning, and the move of this document to a total shut down. A second note later in the meeting; will the City impose penalties for breaking curfew.
- The City of Dahlonega's charter outlined the chain of command in the Proclamation. The Proclamation allows for the possibility of a very restrictive community in the future as we work through steps to that point. A curfew penalty is monetary, not jail restrictions.
- Mayor Norton stated that most communities do not have the medication, protective gear, or supplies needed in their medical sector.
- o The Proclamation outlines restrictions for funerals and weddings.

Mayor Norton called to amend the motion as stated - Declaration 2020-18 – Frist Reading of "Proclamation of State of Emergency Arising Because of COVID-19" with amendments to be made for more restrictive policy on purchasing, curfew restrictions, a two-week sunset, and required second reading before implementation at the Special Called Meeting on Wednesday, March 25, 2020, at 4:00 pm.

Motion amended by Council Member Larson and seconded by Council Member Gaddis

Voting Yea: Council Member Hardman, Council Member Taylor, Council Member Larson, Council Member Gaddis. Voted Opposed: Council Member Ridley, Council Member Ariemma

Mayor Norton called for a motion to adjourn the meeting at 5:34 pm. Motion made by Council Member Gaddis.

Approved this	day of	, 2020.	
		Sam Norton, Mayor	
Attest:		Mary Csukas, City Clerk	



CITY COUNCIL AGENDA REPORT

DATE: May 4, 2020

TITLE: Dahlonega BBQ LLC Alcoholic Beverage License Application

PRESENTED BY: Mary Csukas, City Clerk

AGENDA ITEM DESCRIPTION:

Dahlonega BBQ LLC Alcoholic Beverage License Application

HISTORY/PAST ACTION:

FINANCIAL IMPACT:

RECOMMENDATION:

Staff recommends approval of the Dahlonega BBQ LLC Alcoholic Beverage License Application.

SUGGESTED MOTIONS:

Approval of an Alcoholic Beverage License for Dahlonega BBQ LLC.

ATTACHMENTS:

Alcoholic Beverage License Application

Fire Marshal Certificate of Occupancy



Lumpkin County Fire Marshal's Office

4/20/2020

North Georgia BBQ 59 East Main Street Dahlonega, Ga 30533

This letter shall serve as a temporary Certificate of Occupancy for North Georgia BBQ Dahlonega location. The Lumpkin County Fire Marshal's office has agreed to issue this Temporary Certificate for 30 days from the date of this letter under the following conditions:

- Inspection and testing required for kitchen suppression system to be complete before cooktop or fryers can be used.
- Curbside / Takeout service only.

This temporary certificate will expire on 5/29/2020 and a follow up inspection by our office will be required before issuing a final Certificate of Occupancy.

Please let me know if you have any questions or concerns.

Respectfully,

Chris Maloney

Deputy Fire Marshal

Lumpkin County Emergency Services

chris.maloney@lumpkincounty.gov

Office- (706)482-2660 Cell- (706)300-0310



Mission Statement

It is the mission of the Fire Marshal's Office to prevent and/or reduce the incidence of fire by increasing the awareness and knowledge of both residents and businesses respecting fire safety by ensuring compliance with local and State Fire and Life Safety Codes and all applicable regulations. This mission is accomplished through Fire/Life Safety Education, Investigations, and Inspections for Lumpkin County including the city of Dahlonega.



CITY COUNCIL AGENDA REPORT

DATE: May 4, 2020

TITLE: The Laurel A Cottage Community Preliminary Condominiums Plat

PRESENTED BY: Kevin Herrit, Community Development

AGENDA ITEM DESCRIPTION:

The Laurel development is a condominium development at 555 North Grove Street. The preliminary condominium plat that comes before you is phase one of a multi-phase development. Phase one is comprised of five two stories two-unit condominium buildings. This gives a total of 10 units to be developed within the Laurels phase one portion. The development will require infrastructure improvements that consist of water and wastewater lines, power, communications, and a private street "Laurel way" with a private road 40 feet right-of-way. The current regulation does not give standards for private roads. Community Development has checked with the City Engineer to determine if this has been a practice in past private road developments. The Community Development Department was informed that several of the past developments with private roads have been approved with 40 feet right-of-way widths and were required to have all other requirements meet public road design specifications.

HISTORY/PAST ACTION:

The Dahlonega Planning Commission has recommended approval of the plat with a condition that the plat be updated to show individual water lines to each condominium unit. The current plat as submitted shows water lines going to the two-unit pod buildings. Attached you will find the plats and the supplemental letter that indicates that water and wastewater lines will be privately owned and maintained. Later phases of this development will have to expand the sedimentation pond and wastewater lines will either require a pumping station or easements on downgradient properties to the rear of the development to provide gravity wastewater infrastructure.

FINANCIAL IMPACT:

No direct cost to the city

RECOMMENDATION:

Approval of the preliminary plat

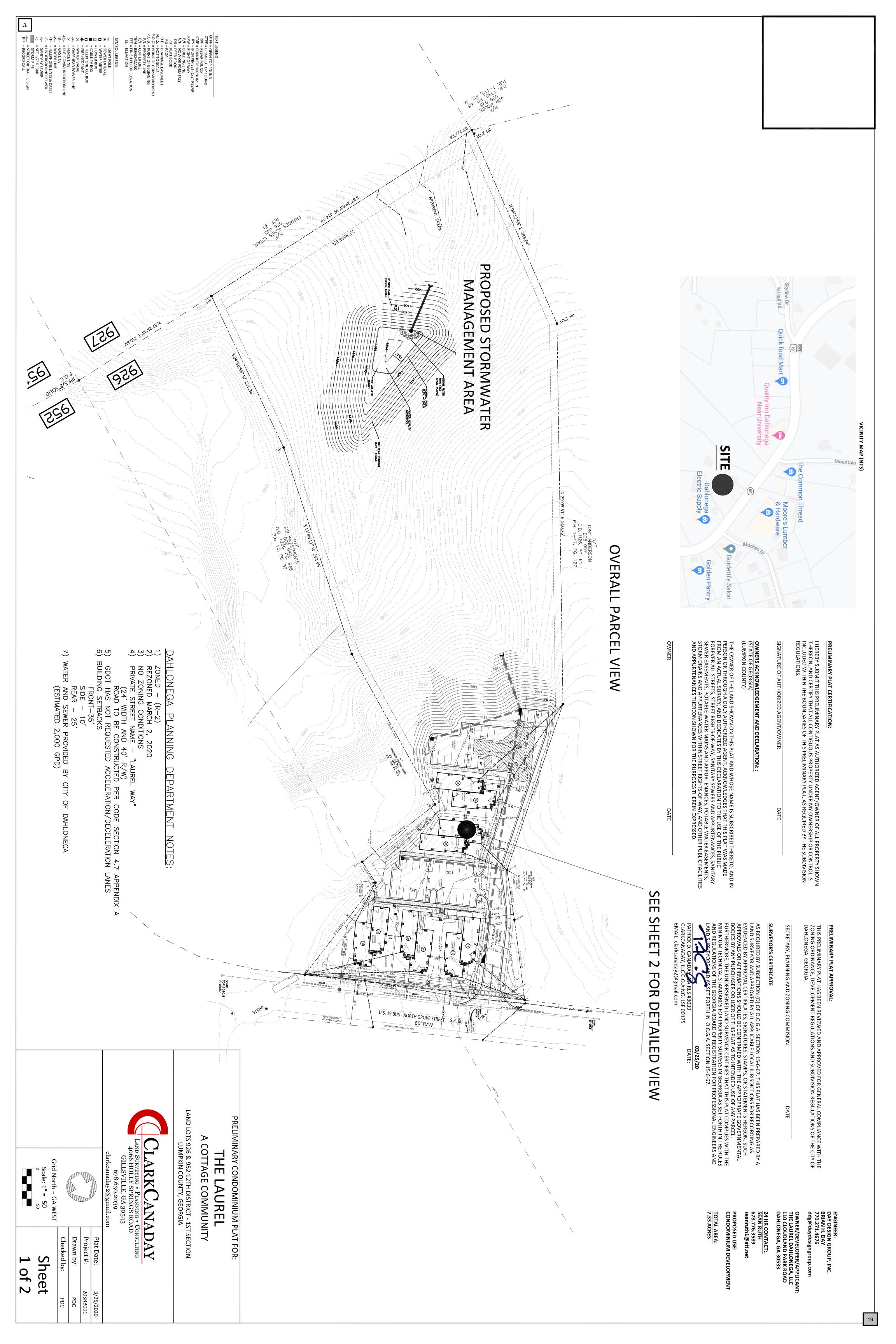
SUGGESTED MOTIONS:

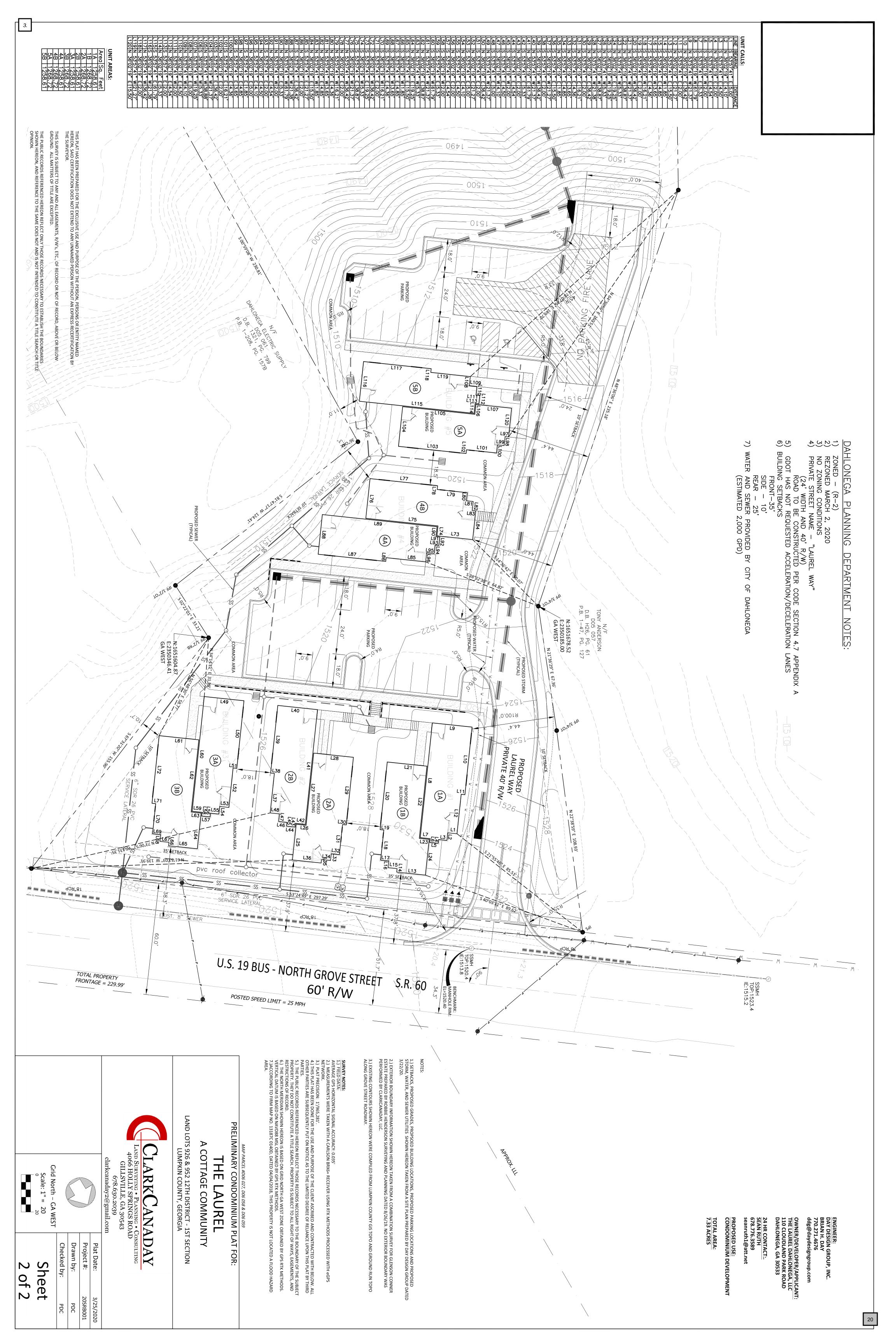
I move that the preliminary plat for Laurel be approved

ATTACHMENTS:

Preliminary Plat

Laurel Dahlonega – Supplemental Information







Supplement Information

6.3 of the Development Regulations

(a)

A written summary of the proposed subdivision giving information as to the overall development plan including, as appropriate, the types and square footages of structures, number of housing units, types of land uses, anticipated traffic generation, and other pertinent information so that the effects of the subdivision can be fully considered by the Planning Commission.

The Laurel-Dahlonega will be a phased Cottage Community consisting of 5 structures that total 10 condominiums in Phase 1. Each condo will consist of 1,980+/- SF with 4 bedrooms and 4.5 bathrooms on two stories with a large open living area and full kitchen. The condos will be offered for lease.

(b)

Description of the anticipated utility systems required to serve the proposed subdivision including projected average and peak demands or flows for potable water, fire protection, sewerage, and electrical power.

Each unit will be served by Power (Ga Power), Gas (Atlanta Gas Light), and City of Dahlonega sewer and water. City water and sewer is estimated at 2000 GPD.

Each unit will have electric appliances with LED lighting throughout the living spaces. The gas will service small fireplaces in each unit.

On-site Water and Sewer will be privately maintained.

(c)

Description of proposed storm water management practices for the subdivision including the ownership and proper maintenance provisions of all storm water detention facilities within the subdivision.

The on-site storm water management will be privately owned and maintained inside the lawn maintenance agreement with annual inspections to fix any issues that may arise to insure proper function.

(d)

Such additional information as may be reasonably required to obtain an adequate understanding of the subdivision.

The architecture and landscaping will strive to promote the northern gateway into historic Dahlonega.