

**Tyrone Town Council
Minutes
October 21, 2021
7:00 P.M.**

Present:

Mayor, Eric Dial

Mayor Pro Tem, Gloria Furr

Council Member, Linda Howard

Council Member, Melissa Hill

Council Member, Billy Campbell

Town Manager, Brandon Perkins

Town Clerk, Dee Baker

Town Engineer/Public Works Director, Scott Langford

Finance Manager, Sandy Beach

Police Chief, Randy Mundy

Mayor Dial called the meeting to order with limited seating and broadcasted on YouTube Live at 7:00 pm. This was followed by the invocation. The public was invited to watch.

III. PUBLIC COMMENTS: *The first public comment period is reserved for non-agenda items. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

V. APPROVAL OF AGENDA

Council Member Campbell made a motion to approve the agenda by switching numbers III and IV and to add verbiage and a vote to VIII number 6 for the transfer of the shed from the Helix Group, Inc. and to add the loan of a horse-drawn buggy from the Fayette County Historical Society.

Council Member Furr seconded the motion. Motion was approved 4-0.

VI. CONSENT AGENDA: *All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

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1. Consideration to approve the Council Minutes from 10/7/2021
3. Consideration to approve an updated Memorandum of Understanding with Crossroads Christian School for sheltering during emergency evacuations. *Brandon Perkins, Town Manager*

Council Member Campbell made a motion to approve the consent agenda by pulling VI, number 2 for discussion.

Council Member Furr seconded the motion. Motion was approved 4-0.

Council Member Campbell made a motion to approve the consent agenda as presented.

Council Member Hill seconded the motion. Motion was approved 4-0.

2. Consideration to approve the rental of a movie screen for a movie to be shown at Shamrock Park on October 23rd, at 7:30 pm. *Brandon Perkins, Town Manager*

Council Member Campbell made a motion to approve the agreement pending the recommended changes from legal counsel.

Council Member Howard seconded the motion. Motion was approved 4-0.

Council Member Furr inquired if the funding was coming from the General Fund. Mr. Perkins stated that it was.

VII. PUBLIC HEARINGS

4. Consideration to approve the adoption of Resolution No. 2021-06 to submit the Capital Improvement Element and the Short-Term Work Program to the Atlanta Regional Commission and the Georgia Department of Community Affairs for review. *Phillip Trocquet, Town Planner.*

Mr. Trocquet stated that the County handled the Town's fire services. He added that the Town also collected fire impact fees for any new commercial construction. The fees were collected on behalf of and administered by the county. He added that the fees were reported as part of the Town's comprehensive plan. The Capital Improvement Element (CIE) was also a portion of the comprehensive plan portion of the reporting. The CIE and the Short-Term Work Program were usually reported together. The Short-Term Work Program was approved a few months ago, the CIE was included and was required to be reported annually.

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He added that the Town took in \$25,223.94 in Fire Impact fees, which was transmitted back to the county.

Mayor Dial opened the public hearing for anyone that wished to speak in favor of the item. No one spoke.

Mayor Dial opened the public hearing for anyone that wished to speak in opposition to the item. No one spoke.

Council Member Furr made a motion to approve the adoption of Resolution No. 2021-06 to submit the Capital Improvement Element and the Short-Term Work Program to the Atlanta Regional Commission and the Georgia Department of Community Affairs for review.

Council Member Howard seconded the motion. Motion was approved 4-0.

VIII. NEW BUSINESS

5. Consideration to approve POND & Co. Inc. as the Town's Transportation Engineering Service. *Scott Langford, Town Engineer / Public Works Director*

Mr. Langford stated that during the Retreat, discussions were had regarding transportation projects. As a result, the Palmetto/Arrowood/Spencer intersection roundabout study was completed. In the current fiscal year, staff would be moving forward with the Tyrone Road/Palmetto Road and the Senoia Road/Crabapple/Rockwood Road studies. He added that several tasks needed to be completed to move forward rapidly and simultaneously. This would require the use of an engineering firm that specialized in transportation projects. A firm would have the staff to accommodate the large workload. The RFP process was initiated and among the three top firms chosen, POND & Co., Inc. was the best evaluated for the combined projects. He stated that following legal and Council's approval, the projects would be moved into a Task-Order phase. Architectural and Engineering costs would then be accessed. The tallies would then be brought back to Council for approval. He shared that the company would be on-call. The process would also be renewable if the Town acquired more SPLOST funding for additional transportation projects. Mr. Langford stated that the Town would not be penalized if they chose to move to another engineering firm. He recommended approval to move toward the completion of the transportation projects.

Council Member Campbell asked what the firm would essentially bring back to Council for review? Mr. Langford gave the example of the Palmetto/Arrowood/Spencer roundabout study. The study determined what was the best route to take for that particular project.

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This firm would return with their findings on the Tyrone/Palmetto intersection and the Senoia/Rockwood/Crabapple intersection. He added that it would allow the Town to move toward an intersection design phase. It would also allow Council to decide how to fund the projects, be it from SPLOST funding or other sources.

Council Member Campbell inquired if the firm would be counting cars along Senoia and Crabapple? Mr. Langford stated that yes, they would be looking at turns and car traffic along with golf carts and pedestrian traffic. The study would better determine what type of intersection was needed for that area. The study would also give projections, up to a twenty-year growth, which would also determine a level of service (L.O.S). The study would also grade the intersection from an A to an F, which would also be a determining factor. Council Member Campbell asked for an estimated cost for the individual studies. Mr. Langford shared that the Palmetto/Arrowood/Spencer study cost approximately \$10,000. The Palmetto/Senoia study may be more due to the railroad. Council Member Furr inquired if it was just another study for the roundabout? Mr. Langford assured her that there were two additional studies for the Tyrone/Palmetto intersection at that railroad tracks, and the Senoia/Rockwood/Crabapple intersection. He added that there was no need for additional studies for the roundabout. That particular intersection would now require a design task order, then it would move toward property acquisition. Mr. Langford estimated that the Senoia/Rockwood/Crabapple intersection would be approximately \$10,000 but the Palmetto/Tyrone Road would run higher due to the railroad tracks. Council Member Furr stated that the cost was now moving toward the \$25,000. Mayor Dial stated that by utilizing the firm, they would be saving money in the future. Council Member Furr asked what fund the projects would pull from? Mr. Langford stated that it would come from the General Fund or SPLOST. The design work for the roundabout would come from SPLOST. Mr. Perkins stated that with any project of that nature, engineering expertise would be required. This would allow the Town to have a specialized firm on-call and to know their hourly rates. Funding would be approved ahead according to the approved task order. Council Member Furr asked if the firm was hired, would Mallett Consulting Inc. services still be required? Mr. Langford stated, no they would not. Council Member Furr asked if Mr. Jaeger's firm was not qualified for these types of projects? Mr. Langford stated that Mr. Jaeger hired a subcontractor for the roundabout project. Mr. Langford reminded everyone that Mr. Jaeger's firm was currently involved with other Town projects such as the Pendleton Dam project and had a full load.

Council Member Furr inquired when the roundabout project would commence? He shared, approximately 1 to 2 ½ years, which would include the design, land acquisition, possible utility relocation, and construction. Council Member Furr asked if any homes would be taken away with the roundabout.

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Mr. Langford stated that no, the design would head more north with minimal impact. Council Member Furr asked if the property owner had been contacted? Mr. Langford stated that the property owner would be contacted in the following phase.

Council Member Furr made a motion to approve POND & Co., Inc. as the Town's Transportation Engineering Service firm upon legal council's approval of the contract documents.

Council Member Hill seconded the motion. Motion was approved 4-0.

6. Consideration of a proposed donation of a historic shed/workshop from the Fayetteville Downtown Development Authority, a donation of a horse-drawn buggy from the Fayette County Historical Society and the transference of both to the Tyrone Museum. *Brandon Perkins, Town Manager*

Council Member Furr wanted to state for the record that the Council packet stated that the historic shed came from Adams Farm. She wanted to clarify that it did not come from the Adams Farm located on Hwy 54, it came from her Uncle Raymond Adams' farm on Hwy 74. Mr. Perkins stated that Council voted at a previous meeting to approve the donated shed from the Fayette County Historical Society. It had recently come to his attention that the shed came from the Fayetteville City, Downtown Development Authority (DDA). This would be one vote, contingent on the DDA's approval to release the shed. He added that Mr. Langford assessed the shed for moving and the Town did not currently have the equipment or expertise to move the shed. Mr. Perkins stated that Council Member Howard obtained services from the Helix Group, Inc. from Fairburn to transfer the shed. This would be a second vote needed. Mr. Perkins informed everyone that there was also a period piece horse-drawn buggy in the shed that was a donated piece from the Fayette County Historical Society. This would be the final required vote.

Council Member Campbell made a motion to approve the donation of the historical shed from the Fayetteville Downtown Development Authority to the Tyrone Museum.

Council Member Hill seconded the motion. Motion was approved 4-0.

Council Member Furr made a motion to accept the donated time, labor, and expertise from the Helix Group, Inc. for the transference of the shed.

Council Member Campbell seconded the motion. Motion was approved 4-0.

Council Member Furr made a motion to accept the donated horse-drawn buggy from the Fayette County Historical Society pending their official approval.

Council Member Campbell seconded the motion. Motion was approved 4-0.

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7. Consideration to approve the agreement with the Atlanta Regional Commission (ARC) to assist with the update of the Town of Tyrone's Comprehensive Plan. *Phillip Trocquet, Town Planner*

Mr. Trocquet informed Council that the state required a minor Comprehensive Plan update every five years, unlike the past which was every ten years. The last major update was in 2017, and before then in 2011. He added that the update would consist of statistics and the Future Development Map. The process would include public comments and engagement and would concentrate on all areas of Town other than downtown. The LCI study just encompassed the downtown area. He added that the Town would not be contracting with a private firm and added that the Town's membership to the Atlanta Regional Commission (ARC) offered the Comprehensive Plan's technical services. The agreement before Council stated that ARC would assist with the public hearings, public engagement aspect along with their data gathering technical expertise. This would all be at no cost to the Town.

Council Member Campbell made a motion to approve the agreement with the Atlanta Regional Commission to assist with the update of the Town's Comprehensive Plan.

Council Member Hill seconded the motion. Motion was approved 4-0.

IX. PUBLIC COMMENTS: *The second public comment period is for any issue. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

Ms. Yolanda Woods, a resident on Delamere Place spoke. She inquired about item #5 regarding the approval of POND & Co. Inc. for transportation engineering services. She asked if there was an A and B company in case of an unpredicted need? Would Council need to return for another vote? Was there a runner-up? Mayor Dial stated that was a good question, and that staff would meet with her after the meeting.

X. STAFF COMMENTS

Ms. Baker shared that currently there were 371 ballots cast for the Tyrone election with one more week of early voting. There would also be voting on election day, Tuesday, November 2nd.

Ms. Baker informed every one of the Movie in the Park, Hocus Pocus, on Saturday at 7:30 pm at Shamrock Park. She reminded everyone that Trick-or-Treat around Shamrock Lake would take place on Friday, October 29th from 3:00 pm – 5:00 pm.

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Mr. Langford shared that last November, Council voted to approve the transportation improvement program, Local Assistance Program (LAP) with Fayette County. He explained that the County receives state funding for the paving or improvement of roads for themselves and its municipalities. He gave the example of Tyrone Road being the last project and stated that the next project that was discussed was Dogwood Trail, from Senoia Road to Farr Road. He added that in November of 2019, Council approved \$147, 500, of the \$669,000 project. Since then, costs had increased by 10%. He recommended approval of a 10% increase for the project, in the amount of \$14,750.

Mayor Dial asked if the bidding process had begun? Mr. Langford stated, no, the County would begin the preliminary engineering phase, then return to the state for funding. He clarified that the paving would be from Senoia Road to Farr Road. Council Member Campbell asked if Dogwood Road was already paved on the Farr Road end. Mr. Langford stated, no, it was only a 200 ft. section near the culvert repair. Council Member Hill asked for clarification on the cost. Mr. Langford stated that originally, 10% was \$147,500. Council Member Campbell stated that it would now be \$16,200. Mr. Davenport shared that Council had already made a motion to approve \$147,500, 10% of that would be \$14,750.

Council Member Campbell made a motion to approve the 10% increase in the amount of \$14,750 for the paving of Dogwood Trail from Senoia Road to Farr Road.

Council Member Howard seconded the motion. Motion was approved 4-0.

Mr. Perkins stated that at the last Council meeting, Council approved an Ordinance which would regulate vacant or foreclosed homes, however, an application fee was not established. He added that he had worked that week setting in place the database and form, he then recommended a fee of \$50. Council Member Howard asked, “what if the property owner was deceased, who would pay then?” Mr. Perkins assured her that it would then fall under the estate, someone would be held liable.

Council Member Howard made a motion to set the application fee for registering vacant/foreclosed homes at \$50.

Council Member Campbell seconded the motion. Motion was approved 4-0.

Mr. Perkins stated that the state recently approved a grant from the Governor’s Office of Planning and Budget, which would allow eligible cities and counties to award a one-time payment of \$1,000 to all sworn officers. The process would begin with the condition that the mayor signs the agreement of terms and conditions, only through electronic means. He added that the officers were required to be hired by August 2021, and that they are full-time, sworn officers.

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Council Member Furr made a motion to direct Mayor Dial to sign the approved terms and conditions electronically.

Council Member Campbell seconded the motion. Motion was approved 4-0.

XI. COUNCIL COMMENTS

Council Member Campbell began a discussion regarding the Town's Downtown Development Authority (DDA). He stated that Council Member Furr had recently taken her name off the list to be on the DDA, he added that he believed that a Council Member should be on the DDA. Council Member Furr shared that she just did not have the time. Council Member Campbell stated that he would be more than willing to be on the DDA if all would agree. Council Member Hill shared that she was not a fan of an elected official being on the DDA, she felt that it was a conflict of interest. She would not, however, stand in Council Member Campbell's way. Mr. Perkins assured Council Member Hill that the law stated that four members should have a direct impact. He added that it was recommended to have a Council Member on the board to have a voice from leadership. He added that yes, Council would vote on matters that would come before them. Mr. Trocquet stated that the DDA would be an independent entity. Items that the DDA voted on would not necessarily come before Council. Mr. Davenport added that just because it stated that you could appoint an elected official did not mean that you had to. He addressed Council Member Hill's concern regarding a conflict. Since the law permits a Council Member on the DDA, it would be fine to appoint one. He added that Council's checks and balances were in line with the appointments and providing funding. Mr. Perkins asked for direction to move forward. Mr. Davenport stated that staff would soon come before Council for a vote of the candidates. Mr. Perkins informed Council that he would adjust the suggested list for Council's feedback.

Council Member Furr thanked Mr. Langford for taking care of the all tasks that citizens had called her about. Mr. Langford thanked his staff for their assistance.

XII. EXECUTIVE SESSION

Council Member Furr made a motion to move into Executive Session to review the Executive Session Minutes from the October 7, 2021 meeting.

Council Member Campbell seconded the motion. Motion was approved 4-0.

Council Member Furr made a motion to reconvene.

Council Member Howard seconded the motion.

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Council Member Furr made a motion to approve the Executive Session minutes from the October 7, 2021 meeting.

Council Member Campbell seconded the motion. Motion was approved 4-0.

XIII. ADJOURNMENT

Council Member Howard made a motion to adjourn. The motion was approved 4-0. The meeting adjourned at 8:06 pm.

By: _____
Eric Dial, Mayor

Attest: _____
Dee Baker, Town Clerk