

City Council Meeting  
10 N. Public Square  
November 17, 2022  
6:00 P.M. – Work Session  
7:00 P.M. – Council Meeting

## **WORK SESSION**

Mayor Matthew Santini opened Work Session at 6:01 P.M. Council Members discussed each item from the agenda with corresponding Staff Members.

Council Member Fox made a motion to go into Closed Session for the purposes of Property. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 5-0

Mayor Santini closed Work Session at 6:39 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 Council Member Fox.

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, Assistant City Attorney.

Absent:

## **REGULAR AGENDA**

Mayor Matthew Santini made a couple of announcements before the start of the meeting. Continuing, Mayor Santini stated that the next City Council Meeting would be held on December 1, 2022, with the Work Session beginning at 8:00 AM and the regular session would begin at 9:00 AM, due to the Christmas Parade being held the evening of December 1<sup>st</sup>.

Additionally, Mayor Santini stated that City of Cartersville had an officer involved shooting today. Luckily, the officer is safe. However, this is a reminder of the danger that so many of our city employees face every day to keep our city safe and operational.

## **COUNCIL MEETING MINUTES**

### **1. November 3, 2022 Council Meeting Minutes**

Council Member Wren made a motion to approve the November 3, 2022 Meeting Minutes. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

## **SECOND READING OF ORDINANCES**

## 2. FY2021-22 Budget Ordinance Amendment

Tom Rhinehart, Finance Director, stated After Completion of the Fiscal Year 2021-22 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.

Council Member Fox made a motion to approve FY2021-22 Budget Ordinance Amendment. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

**Ordinance**  
**of the**  
**City of Cartersville, Georgia**  
**Ordinance No. 29-22**

**NOW BE IT HEREBY ORDAINED** by the Mayor and City Council that pursuant to the City of Cartersville Charter; the City of Cartersville Fiscal Year 2021 – 2022 budget.

**2021 - 2022 Budget Summary**

<u>General Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
Revenues	\$31,771,430	
<b>Expenditures:</b>		
Legislative		\$ 3,310,960
Administration		\$ 1,302,885
Finance Dept.		\$ 1,492,445
Customer Service Dept.		\$ 733,225
Police		\$ 7,453,875
Fire		\$ 9,142,450
Municipal Court		\$ 320,255
Public Works		\$ 2,820,030
Recreation		\$ 3,815,590
Planning & Development		\$ 1,379,715
<u>Special Revenue Funds</u>		
GO Park Bonds Series 2014	\$ 1,070,680	\$ 1,070,680
SPLOST – 2003	\$ 31,375	\$ 31,375
SPLOST – 2014	\$ 50,000	\$ 50,000
SPLOST - 2020	\$ 4,646,300	\$ 4,646,300
DEA	\$ 317,250	\$ 317,250
State Forfeiture	\$ 3,000	\$ 3,000
Hotel/Motel Tax	\$ 1,367,275	\$ 1,367,275
Motor Vehicle Rental Tax	\$ 93,845	\$ 93,845
Grant Funds	\$ 4,476,870	\$ 4,476,870
Development Fees	\$ 14,780	\$ 14,780
Tax Allocation District	\$ 293,505	\$ 293,505
American Rescue Plan Act 2021	\$ 113,655	\$ 113,655
Cartersville Building Authority	\$ 845,825	\$ 845,825
Supplemental Disaster Recovery	\$ 14,065	\$ 14,065

Special Revenue Funds Continued

Tourism Product Development   \$ 286,310                               \$ 286,310

Enterprise Funds

Fiber Optics	\$ 2,414,200	\$ 2,414,200
Electric	\$52,501,920	\$52,501,920
Gas	\$29,346,250	\$29,346,250
Solid Waste	\$ 3,075,000	\$ 3,075,000
Stormwater	\$ 1,541,000	\$ 1,541,000
Water & Sewer	\$33,575,495	\$20,978,995
Water Pollution Control Plant		\$ 5,579,875
Water Treatment Plant		\$ 7,016,625

Internal Service Fund

Garage                                               \$ 1,458,085                               \$ 1,458,085

BE IT AND IT IS HEREBY ORDAINED.

ADOPTED, this 3<sup>rd</sup> day of November 2022. First Reading.  
ADOPTED this 17<sup>th</sup> day of November 2022. Second Reading.

*Matthew J. Santini*  
Matthew J. Santini  
Mayor

ATTEST:

*Julia Drake*  
Julia Drake  
City Clerk



**3. Pension Ordinance**

Freddy Morgan, Assistant City Manager, stated an RFP was issued for a consultant/investment advisor for the Pension Board that closed on 6-23-2022. After receiving (14) fourteen qualified proposals, the Pension Board narrowed down the list and selected (4) four finalists. After interviewing the finalists, the Pension Board voted and selected Segal Marco Advisors to replace our current consultant/investment advisor.

Council Member Fox made a motion to approve Pension Ordinance as amended. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 6-0

Ordinance No. 30-22

Now be it and it is hereby ordained by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES CHAPTER 16 – PERSONNEL, ARTICLE II. – EMPLOYEE BENEFITS, DIVISION 2. RETIREMENT PLAN, SEC 16-51. – ADOPTED; SHORT TITLE; DEFINITIONS, subsection (a), is hereby deleted in its entirety and replaced as follows:

1.

Sec. 16-51. Adopted; short title; definition.

- (a) The Cartersville Retirement Plan was created on April 15, 1973 with Lincoln National Life Insurance Company, Fort Wayne, Indiana, and in 2011 the plan's assets were transferred over to Benefit Trust Company, a Kansas company, a copy of which is on file in the Office of the City Manager. In 2021, the plan's assets were transferred to the Salem Trust Company, a copy of the Agreement is on file at the City Clerk's Office. The retirement plan and all of its business shall be transacted and all of its funds shall be invested by Segal Marco Advisors; and, all of its cash, securities and other property, shall be held in trust by Salem Trust Company, for the purposes set forth in this plan.

2.

All other existing provisions of Sec. 16-51 not changed herein, shall remain as is.

3.

This Ordinance Amendment shall become effective December 1, 2022.

4.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention and any ordinance or part thereof not amended shall remain in effect and be unchanged.

**BE IT AND IT IS HEREBY ORDAINED.**

FIRST READING: November 3, 2022  
SECOND READING: November 17, 2022

ATTEST:  JULIA DRAKE, CITY CLERK

  
MATTHEW J. SANTINI, MAYOR



## CONTRACTS/AGREEMENTS

### 4. Non-Discretionary Investment Consultant Agreement

Mr. Morgan stated that an RFP was issued for a consultant/investment advisor for the Pension Board that closed on 6-23-2022. After receiving (14) fourteen qualified proposals, the Pension Board narrowed down the list and selected (4) four finalists. After interviewing the finalists, the Pension Board voted and selected Segal Marco Advisors to replace our current

consultant/investment advisor. Approval was recommended for Segal Marco Advisors Agreement for an effective date of 12-1-2022.

Council Member Fox made a motion to approve the Non-Discretionary Investment Consultant Agreement. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

## **BID AWARD/PURCHASES**

### **5. Pension Fund Actuarial Valuations and Benefit Statements**

Mr. Morgan stated Southern Actuarial Services has submitted the invoice for the completion of our annual actuarial valuations and individual benefit statements as of July 1, 2022. This invoice is paid from the Pension fund account in the amount of \$15,000.00 and is a budgeted item. It is being presented for Council approval.

Council Member Hodge made a motion to approve the Pension Fund Actuarial and Benefit Statements. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

### **6. Bienville Parrish Tax Bill**

Michael Dickson, Gas Department Director, stated this is the annual property tax bill for our natural gas storage facility in Louisiana. The bill is in the amount of \$8,266.58. This is a budgeted item and Council's approval was recommended.

Council Member Fox made a motion to approve the Bienville Parrish Tax Bill. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

### **7. Everbridge Notification System Renewal**

Dan Porta, City Manager, stated the cost for the annual renewal of the Everbridge Notification System is \$10,190.60 and will continue the contract through January 28, 2024.

Council Member Roth made a motion to approve Everbridge Notification System Renewal. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

### **8. Fiber Pathway Installation**

Steven Grier, FiberCom Director, stated this is for the construction and installation of a fiber pathway to be built across the Etowah River on Highway 41 South. This bridge crossing will complete our new fiber route from our Erwin St. data center to Emerson. It will allow us to move our current primary fiber route that serves our locations south of the river. The total amount is \$90,611.00 from NCI. It is a budgeted item to be funded with the 2020 SPLOST.

Council Member Cooley made a motion to approve Fiber Pathway Installation. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

### **9. Annual Firefighter Physicals**

Hagen Champion, Deputy Fire Chief, stated the Fire Department respectfully request approval of the 2022 Firefighter Clearance Physicals. These are conducted under the requirements of NFPA 1582 and OSHA Hazardous Materials Requirements. Approval was

recommended for SiteMed to conduct these physicals and provide independent counseling to all firefighters concerning results. The base price of \$25,115.00, is the same as last year. However, there may be additional cardiac screening and labs after the first round. The request is for an amount up to, but not to exceed, \$30,000.00. This is a budgeted item.

Council Member Roth made a motion to approve Annual Firefighter Physicals. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

## GRANT APPLICATION/ACCEPTANCE

### 10. Fire Equipment Grant Application

Mr. Champion stated approval was requested to participate in a grant program through Georgia Emergency Management Agency. This grant is part of the Local First Responder Microgrant Program and will have a cap of \$20,000.00. The application will be for technical rescue equipment. This equipment is for situations of structural collapse, trench rescue or other events that will require shoring and stabilization.

Council Member Hodge made a motion to approve the Fire Equipment Grant Application. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

#### RESOLUTION 29-22

**RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF CARTERSVILLE APPROVING AND AUTHORIZING AN APPLICATION FOR GRANT FUNDING FROM THE STATE OF GEORGIA'S CRIMINAL JUSTICE COORDINATING COUNCIL TO SUPPORT LOCAL FIRST RESPONDERS BY PURCHASING EQUIPMENT, SUPPLIES, TECHNOLOGY OR OTHER MATERIALS DIRECTLY RELATED TO FIRST RESPONDER FUNCTIONS.**

**WHEREAS**, the City of Cartersville agrees to submit an application to the State of Georgia's Criminal Justice Coordinating Council for consideration for FY2022 Local First Responders State Microgrant Program; and,

**WHEREAS**, the purpose of said grant shall be to support the purchase of equipment, supplies, technology and other materials directly related to first responder functions, i.e. duty equipment or supplies necessary to respond to calls for service; and,


**WHEREAS**, the City of Cartersville deems the Project to be in the best interests of the citizens of Cartersville to apply for said grant funding in an amount not to exceed \$20,000; and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor of Cartersville acting in his official capacity and on behalf of the Cartersville City Council is hereby authorized to file an application with the State of Georgia's Criminal Justice Coordinating Council to receive said FY2022 Local First Responders State Microgrant Program funds in order to purchase equipment, supplies, technology and other materials directly related to first responder functions including Paratech Shores to assist Local First Responders as specified within this resolution; and,


**BE IT FURTHER RESOLVED**, that the Mayor of Cartersville is hereby authorized to execute any and all documents as may be required to accompany said application and to provide the State of Georgia's Criminal Justice Coordinating Council any and all Support Documentation which is considered to be part of said application process.

**BE IT AND IT IS HEREBY RESOLVED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CARTERSVILLE**, this 17<sup>th</sup> day of November, 2022.

ATTEST:

/s/   
Julia Drake, City Clerk  
City of Cartersville, Georgia



/s/   
Matthew J. Sanjini, Mayor  
City of Cartersville, Georgia

## **CONTRACTS/AGREEMENTS**

### **11. Inspection Reporting Agreement**

Mark Hathaway, Fire Marshall, stated this agreement is between the City of Cartersville and Life Safety Inspections Vault LLC. LIV will monitor all inspections of Suppression System for the Fire Department and the backflow preventers for our Water Department. This is done at no cost to the City of Cartersville. The city will be provided reports on current inspections and compliance through various fire suppression maintenance companies. This agreement is not an increase of requirements for our local businesses. It will allow the inspectors from both departments to monitor a process that is already in place and will be an efficient use of limited man-hours to deal with other pending issues. Approval was recommended.

Council Member Cooley made a motion to approve Inspection Reporting Agreement. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

## **ENGINEERING SERVICES**

### **12. WTP Expansion Assessment**

Sidney Forsyth, Water Department Director, stated due to several potential industrial projects and the steady increase in water demand due to City and County growth, it is necessary to assess potential expansion options for the Water Treatment Plant.

Wiedeman and Singleton, Inc has proposed performing this assessment for a price not to exceed \$20,000.00. This is not a budgeted item but will be paid from operating revenue under account 505.3310.52.1360.

Council Member Hodge made a motion to approve the WTP Expansion Assessment. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

## **BID AWARD/PURCHASES**

### **13. Slide Gate Installation**

Mr. Forsyth stated the influent gates for the secondary lift station in the Water Pollution Control Plant were installed in 1990. Though well maintained, they have deteriorated to the point that they will not seal sufficiently to allow for maintenance on the secondary lift station screw pumps. The replacement gates were purchased last year and are on site. The size of the gates coupled with the speed with which they must be replaced necessitates hiring a contractor for the work.

The Water Department requested and received three quotes for the work from contractors we have used previously. Recommendation is to award the job to the low bidder, Southern Machine & Fabrication for \$17,000.00. This is a budgeted maintenance expense to be paid from account 505.3330.52.2361.

Council Member Fox made a motion to approve the Slide Gate Installation. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

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

## **CERTIFICATION**

### **14. Stormwater Permit NOI**

Wade Wilson, City Engineer, stated the City of Cartersville is a community containing a Phase II Municipal Separate Storm System (MS4). The General NPDES Permit No. GAG61000 allows us to discharge stormwater from our corporate limits into state waters. Every 5 years, this general permit is revised by the Georgia EPD. In order to be in compliance with the permit, the city is required to submit a notice of intent (NOI).

Public Works is requesting Council's approval for the mayor to sign the updated NOI and to allow the Public Works Director or City Engineer to sign all future documents pertaining to this permit. These future documents may contain the City's individual stormwater permit and annual reports and inspections.

Council Member Roth made a motion to approve the Stormwater Permit NOI. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

## **ADDED ITEMS**

### **15. Police Foundation Resolution**

Keith Lovell, Assistant City Attorney, stated this resolution is to create a foundation to allow donations to be made to purchase equipment needed for law enforcement purposes.

Council Member Fox made a motion to approve the Police Foundation Resolution. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0



**RESOLUTION 31-22**

**RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF CARTERSVILLE APPROVING AND AUTHORIZING THE FORMATION OF THE CARTERSVILLE POLICE FOUNDATION**

**WHEREAS**, on July 2, 2022, the Georgia legislature enacted Official Code of Georgia Annotated Section § 48-7-29.25. Tax credit for contribution of funds to a qualified law enforcement foundation; and

**WHEREAS**, the Chief of Police desires to take advantage of this newly enacted law to benefit the City of Cartersville Police Department; and


**WHEREAS**, the Chief of Police, City Manager, Finance Director, Mayor and City Attorney have met and discussed setting up a police foundation and the benefits which it will provide to the Cartersville Police Department; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CARTERSVILLE, IN THE STATE OF GEORGIA, AS FOLLOWS:**


That the Mayor and City Council authorize the City Attorney's Office to prepare and file any and all paperwork necessary to form the Cartersville Police Foundation pursuant to the newly enacted Georgia law governing police foundations.

**BE IT AND IT IS HEREBY RESOLVED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CARTERSVILLE**, this 17<sup>th</sup> day of November, 2022.

ATTEST:

/s/   
Julia Drake, City Clerk  
City of Cartersville, Georgia



/s/   
Matthew J. Santini, Mayor  
City of Cartersville, Georgia

**16. Airport Accident – Claim Denial**

Mr. Lovell stated that there was an incident at the Bartow County Airport that involved damage to someone's plane. The demand letter was addressed to City of Cartersville. Due to the City of Cartersville having no ownership in the Airport Authority, Mr. Lovell suggested to deny the claim letter.

Council Member Roth made a motion to approve the resolution that denies the demand letter. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 6-0


RESOLUTION NO. 30-22

RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF  
CARTERSVILLE, GEORGIA


WHEREAS, on or about November 7, 2022, the City of Cartersville received a demand letter dated November 3, 2022, from PS Logistics and its sister company, Rockit X, LLC, concerning damage to an airplane at the Cartersville-Bartow County Airport which occurred on or about August 24, 2022.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Mayor and City Council that the City of Cartersville denies the claim submitted as referenced above, based on the information currently available to it, and directs the City Attorney's Office to inform PS Logistics and its sister company, Rockit X, LLC of said denial.

BE IT AND IT IS HEREBY RESOLVED this 17<sup>th</sup> day of November, 2022.

/s/   
Matthew J. Santini, Mayor  
City of Cartersville, Georgia

ATTEST:

/s/   
Julia Drake, City Clerk  
City of Cartersville, Georgia



**17. Robert Loehr Invoice**

Mr. Porta stated that on October 5, 2022, a police officer was involved in an auto accident where the city's police car was damaged. Due to the total repair costs, the city's insurance carrier, Travelers Insurance, has deemed the vehicle totaled and has valued the vehicle at \$16,656 to be paid to the city. The major damage to this vehicle is the engine that had to be replaced (Robert Loehr invoice of \$9,338.42) and some body damage (estimated around \$8,000). After discussions with Frank McCann, Police Chief, the decision is to retain the vehicle and have it repaired due to no structural damage, especially since the lead time to replace a vehicle is six (6) months or longer.

The city has an opportunity to have the vehicle repaired with a net cost of \$5,230 and approval was recommended to retain this vehicle rather than having Travelers Insurance pay us for the total loss of this vehicle.

Council Member Fox made a motion to approve the retention of this vehicle and have it repaired. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

**MONTHLY FINANCIAL STATEMENT**

**18. September 2022 Financial Report**

Tom Rhinehart, Finance Director, came forward to present the September 2022 Financial Report and compared the numbers to September 2021.

**PRESENTATIONS**

**19. Tennessee Street Corridor**

Mr. Porta stated Stephen Hopper with Stantec, the consultant that the city and Bartow County hired to conduct a study of the Tennessee Street Corridor, will present the results of this study. Some of the goals of the study were to improve mobility and accessibility, improve the image of the corridor, and to encourage revitalization. This study provides several ways for improvements, like adding roundabouts, enhancing connectivity and mobility. The City Council will need to determine if they like some or all the ideas presented in the study and since this is a State Route, how we want to proceed in requesting improvements from GDOT to the Tennessee Street Corridor.

**OTHER**

Mayor Santini asked if any other business needed to come before Mayor and Council.

Robert Jackson, 8 Green Acre Ln., came forward to request relief from sewer fees in the summer months of April through September, when watering his garden.

Mayor Santini stated this type of relief would require a change in the ordinance.

**ADJOURNMENT**

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

Meeting Adjourned at 7:46 P.M.

/s/ \_\_\_\_\_  
Matthew J. Santini  
Mayor

ATTEST:  
/s/ \_\_\_\_\_  
Julia Drake  
City Clerk