

City Council Meeting
City Hall – Council Chambers
March 7, 2024
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.

Mayor Santini closed Work Session at 6:50 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 Stepp.

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; Alyssa Cordell, Council Member Ward Six; Dan Porta, City Manager; Julia Drake, City Clerk; and Keith Lovell, City Attorney.

Absent:

REGULAR AGENDA

COUNCIL MEETING MINUTES

1. February 15, 2024, Council Meeting Minutes

Council Member Fox made a motion to approve the February 15, 2024, Council Meeting Minutes. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

APPOINTMENTS

2. Development Authority of Cartersville

Dan Porta, City Manager, stated if approved, Howard Smith will continue to serve on the Development Authority of Cartersville with a new term expiration of March 20, 2028.

Council Member Fox made a motion to approve the Development Authority of Cartersville Appointment. Council Member Roth seconded the motion. Vote: 6-0

3. Planning Commission

Randy Mannino, Planning and Development Director, stated the Planning Commission member Travis Popham has resigned as of February 7, 2024. The new appointee for Ward 1 is Jay Milam. If approved, his term will expire on January 31, 2026.

Council Member Hodge stated she would like to thank Mr. Popham for his service to the Planning Commission and to the community. Additionally, she welcomed Mr. Milam to the board.

Council Member Hodge made a motion to approve the Planning Commission Appointment. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

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

4. Downtown Development Authority Board Member

Lillie Read, Downtown Development Authority Director, stated the Downtown Development Authority Board Members recommend appointing Rachel Castillo to replace Matthew Thomas with a term expiration date of February 18, 2026.

Council Member Stepp made a motion to approve the Downtown Development Authority Board Member. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

OTHER

5. Friendship Plaza Amphitheater Shade

Ms. Read stated the DDA board is seeking approval for the installation of a sunshade structure around the amphitheater in Friendship Plaza. If approved, the DDA will apply for funding through the T-Mobile Hometown Grant. The grant offers \$50,000.00 (no match required) to help with shovel-ready community infrastructure projects. Should the grant application prove unsuccessful, the DDA would endeavor to raise the money by other means. The DDA would like to pursue this project to address the need for shade over the amphitheater seating, especially during the summer season. The board recommends option #2 from Korkat/Superior Shade.

Council Member Stepp made a motion to approve the Friendship Plaza Amphitheater Shade. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

6. Friendship Plaza Capital Project Update

Ms. Read gave an update of the Friendship Plaza Capital Project that was previously approved on July 17, 2021.

Next project: Bench Swing (sponsored by Glenda Mitchell)

Completed:

- Turf: \$ 26,871.25 – BID funds
- Murals: \$17,000 – Grant & BID funds
- Plaza Lights: \$7,125 – BID funds

- Butterfly Garden: \$5,000 – Sponsorships & BID funds
- Fence Lights: \$3,045.60 – BID funds.
- Iron Butterfly Sculptures: (3) for \$2,500.00 – Sponsorships & BID funds.
- Welcome Center Sign: \$1,200 – CVB funds.
- Re-powder Coat Bench: \$725 – Sponsored

\$68,446.85 worth of improvements with no cost to the general fund.

Also:

- Relocation of Jerry Wayne Gentry Memorial – assisted by Public Works.
- Thinning and maintenance of existing trees – Atlanta Arbor

Removal of (9) dead/dying trees from planters – assisted by Public Works.

Council Member Hodge made a motion to approve the Bench Swing Project. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

RESOLUTIONS

7. Creation of Festival Zone

Ms. Read requested approvals for the following creation of festival zones:

April 20	BBQ and Brews (12-8 pm)
April 25	Chamber Cookout (4-8 pm)
May 2	Chamber Cookout rain date (4-8 pm)
May 18	Music by the Tracks (7-9 pm)
May 25	The Local Summer Concert Series (7-10 pm)
June 8	The Local Summer Concert Series (7-10 pm)
June 15	Music by the Tracks (7-9 pm)
July 20	Music by the Tracks (7-9 pm)
August 10	The Local Summer Concert Series (7-10 pm)
September 21	Concert Under the Bridge (7-10 pm)
October 12	The Local Summer Concert Series (7-10 pm)
October 19	BBQ, Brews & BOOs (12-8 pm)

Council Member Roth made a motion to approve the Creation of Festival Zone. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution # 08-24.

FIRST READING OF ORDINANCES

8. Speeding Violations

Keith Lovell, City Attorney, stated this Ordinance Revision imposes an additional fine to individuals exceeding the speed limit by twenty miles or greater per hour, by the Court for multiple violations within a five-year period.

This was a first reading and would be voted on at the March 21, 2024, City Council meeting.

9. Gas Rate Ordinance Amendment – Sec. 24-231

Michael Dickson, Gas Department Director, stated in reviewing our interruptible gas rates, we noticed that the PGC III rate rider adjustment of 4% was not consistent with the PGC I and PGC II rate rider adjustments of 7%. Therefore, it is recommended to adjust the PGC III (Purchased Gas Cost III) rate rider to 7% to be consistent with the other PGCs, to increase capital improvement charges which helps to fund our gas infrastructure from \$0.228 to \$0.26/decatherm, and to update some definitions and miscellaneous service charges in these ordinances.

This was a first reading and would be voted on at the March 21, 2024, City Council meeting.

10. Gas Rate Ordinance Amendment – Sec. 24-233

Mr. Dickson stated for interruptible gas customers, it was recommended to adjust the PGC III (Purchased Gas Cost III) rate rider to 7% to be consistent with the other PGC rate riders, to increase capital improvement charges which helps to fund our gas infrastructure to \$0.26/decatherm, and to update some definitions and miscellaneous service charges in this ordinance amendment.

This was a first reading and would be voted on at the March 21, 2024, City Council meeting.

11. Gas Rate Ordinance Amendment – Sec. 24-224

Mr. Dickson stated for interruptible gas customers, it was recommended to adjust the PGC III (Purchased Gas Cost III) rate rider to 7% to be consistent with the other PGC rate riders, to increase capital improvement charges which helps to fund our gas infrastructure to \$0.26/decatherm, and to update some definitions and miscellaneous service charges in this ordinance amendment.

This was a first reading and would be voted on at the March 21, 2024, City Council meeting.

12. Gas Rate Ordinance Amendment – Sec. 24-225

Mr. Dickson stated for interruptible gas customers, it was recommended to adjust the PGC III (Purchased Gas Cost III) rate rider to 7% to be consistent with the other PGC rate riders, to increase capital improvement charges which helps to fund our gas infrastructure to \$0.26/decatherm, and to update some definitions and miscellaneous service charges in this ordinance amendment.

This was a first reading and would be voted on at the March 21, 2024, City Council meeting.

13. Gas Rate Ordinance Amendment – Sec. 24-226

Mr. Dickson stated for interruptible gas customers, it was recommended to adjust the PGC III (Purchased Gas Cost III) rate rider to 7% to be consistent with the other PGC rate riders, to increase capital improvement charges which helps to fund our gas infrastructure to \$0.26/decatherm, and to update some definitions and miscellaneous service charges in this ordinance amendment.

This was a first reading and would be voted on at the March 21, 2024, City Council meeting.

CONTRACTS/AGREEMENTS

14. Asset Management Service

Mr. Dickson stated this asset management service will provide real-time information for Gas System vehicles. It tracks vehicle location, driver behavior, maintenance intervals, and fuel usage. This service will also aid in lowering response times to gas leak calls by determining the closest asset that is able to respond. This service is offered by Verizon Connect and requires a one-year contract with an annual cost of \$5,685.00. Bartow County is currently using this service and they are satisfied with it. This is a budgeted item and Council's approval to enter this contract was recommended.

Council Member Fox made a motion to approve the Asset Management Service. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 6-0

15. Quiet Zone Construction Agreement

Steven Foy, City Engineer, stated the City of Cartersville has a construction agreement from CSX Transportation, Inc. to provide labor, materials, technical assistance, and approval necessary from CSX Transportation, Inc. to establish a quiet zone at Carter St., Cherokee Ave., Main St., Leake St., and West Ave. crossings. Improvements to the crossing gate arms have already been made at the Main St. crossing to help establish this quiet zone.

The total of the agreement from CSX Transportation is \$1,828,001.00. This is a budgeted item that will be paid for by the 2020 SPLOST.

Council Member Fox made a motion to approve the Quiet Zone Construction Agreement. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

16. Adairsville Street Sweeping – IGA

Mr. Foy stated this Intergovernmental Agreement with the City of Adairsville allows for the City of Cartersville Public Works to perform street sweeping of approximately twenty-eight lane miles of GDOT routes within the corporate limits of the City of Adairsville once every four months. The City of Adairsville has agreed to reimburse the City of Cartersville for our costs, which are outlined in the agreement.

Council Member Cooley made a motion to approve the Adairsville Street Sweeping – IGA. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

17. Grassdale Road Sidewalks – Supplemental Agreement No. 3

Mr. Foy stated the City of Cartersville has a supplemental agreement from Southeastern Engineering for them to assemble all necessary contract documents required to advertise and successfully award the project to construction. There has been \$3,506,749.00 approved for the construction and \$190,105.00 for project-associated utility work through the Transportation Alternatives Program (TAP) grant.

The total of the agreement from Southeastern Engineering is \$7,500.00. This is a non-budgeted item that will be paid for by SPLOST and split between Bartow County and the City of Cartersville. Public Works recommended approval of this agreement.

Council Member Roth made a motion to approve the Grassdale Road Sidewalks – Supplemental Agreement No. 3. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 6-0

BID AWARD/PURCHASES

18. Commercial Dumpster Purchase

Mr. Foy stated the Solid Waste Division of Public Works received three quotes from various solid waste vendors for commercial dumpsters ranging from four yards to eight yards in size. The lowest price for equivalent quantities was from Lewis Steel Works, Inc. from Wren, Georgia. The amount (including shipping) is \$26,940.00.

Council Member Hodge made a motion to approve the Commercial Dumpster Purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

19. Half-Ton Pickup

Mr. Foy stated the Solid Waste Division of Public Works received three sealed bids for a half-ton, extended cab pickup truck. The lowest, most complete bid is from Prater Ford in Calhoun, Georgia for an amount of \$45,411.00.

This is a budgeted item. Public Works and the City Garage Staff recommended approval to purchase this half-ton pickup from Prater Ford.

Council Member Roth made a motion to approve the Half-Ton Pickup purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

20. Travelers Fiduciary Insurance Policy Renewal

Mr. Porta stated the City has received an insurance renewal policy with Travelers Insurance Company for fiduciary insurance coverage for \$11,891.00. This is a budgeted request and was recommended for approval.

Council Member Hodge made a motion to approve the Travelers Fiduciary Insurance Policy Renewal. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

21. Travelers Auto Insurance Deductible Invoice

Mr. Porta stated in July 2023, a city employee was involved in an accident and the city was at fault and is responsible for payment of the auto insurance deductible, therefore, approval was recommended to pay \$25,000.00 to Travelers for this insurance deductible. This is a budgeted item within the Property and Casualty Insurance Fund.

Council Member Fox made a motion to approve the Travelers Auto Insurance Deductible Invoice. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

22. Roof and Plumbing Repairs from Storm Damage

Mr. Porta stated on February 12th, our city building located at 500 S. Tennessee Street sustained damage from significant winds that tore off the front porch of the building and damaged the natural gas service line, fiber conduit, and part of the roof. Fortunately, this occurred in the evening, and no one was injured. We had to contract with All Top Roofing to

secure the building so that no more damage would occur until the insurance company could inspect the damage and approve the repairs. We also contracted with Gilstrap Plumbing to replace the natural gas service line damaged by the storm. The repair costs are as follows:

All Top Roofing	\$ 9,800.00	- to secure roof and remove damaged sheet metal.
All Top Roofing	\$36,735.00	- estimate to repair the roof and replace front porch.
Gilstrap Plumbing	\$ 3,947.47	- replace natural gas service-line.
Telenet Systems	\$ 3,179.74	- replace fiber conduit, card reader, gate reader, and pedestal.
Total Estimated Repairs	\$53,662.21	

Mr. Porta is working with Liberty Mutual Insurance Company on the total damages and expects approval soon. The city will be responsible for our \$10,000.00 deductible. Approval was recommended to move forward on these repairs to our building at 500 S. Tennessee Street.

Council Member Fox made a motion to approve the Roof and Plumbing Repairs from Storm Damage. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

23. Rope Rescue Equipment

Scott Carter, Fire Chief, stated approval was requested for the purchase of replacement rope rescue equipment for three new apparatus to arrive in the spring. This versatile equipment will enhance the safety and efficiency of the firefighter and patient. We sought bids through our local vendors; Georgia Fire & Rescue Supply quoted \$31,258.00, and Elevated Safety quoted \$24,897.28. It was recommended to proceed with the lowest bid through Elevated Safety of \$24,897.28. This request is within the budgeted amount as a capital expense for FY 23/24 and will be paid for through the general fund and reimbursed through the 2020 SPLOST as funds become available.

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

24. Purchase Paratech Heavy Rescue Stabilization Kit

Chief Carter stated approval was requested to purchase a Paratech Heavy Rescue Stabilization Kit due to the increased amount of commercial highway vehicles and industrial businesses. This equipment allows firefighters to stabilize vehicles, machinery, and buildings to rescue occupants safely. We sought quotes from the single source dealer for \$42,697.79. This request is within the budgeted amount as a capital expense for FY 23/24. It will be paid for by the general fund and reimbursed through the 2020 SPLOST as funds become available.

Council Member Hodge made a motion to approve the Purchase of Paratech Heavy Rescue Stabilization Kit. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

25. Lift Station Controls Upgrade

Sidney Forsyth, Water Department Director, stated the Water Department currently operates and maintains four (4) remote sewer lift stations. Controls for these stations are local controls only, and status monitoring is limited and outdated.

A quote was received from the pump station manufacturer to upgrade the control and monitoring system to a remote smart “Flygt Cloud” system. This system will enable the operator to monitor real-time pump status, alerts, and alarms, as well as the ability to start and stop pumps remotely.

Approval was recommended to purchase Xylem Water Solutions USA, Inc. Flygt Cloud system for all four (4) lift stations at a cost of \$57,204.00.

This request is a budgeted expense to be paid from account #505.3330.54.1350.

Council Member Roth made a motion to approve the Lift Station Controls Upgrade. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

26. Lift Station Pump Replacement

Mr. Forsyth stated the #1 pump at the Main Street sewer lift station has failed and needs to be rebuilt or replaced. Quotes were received for both rebuild and replacement from the pump station manufacturer. The estimate for a complete rebuild of the pump is \$16,910.56 and includes a 90-day parts and labor warranty. A new replacement pump costs \$22,888.00 and includes a one-year warranty. Approval was recommended to purchase a new replacement pump from Xylem Water Solutions USA, Inc. This is a budgeted maintenance expense to be paid from account #505.3330.52.2361.

Council Member Roth made a motion to approve the Lift Station Pump Replacement. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

27. Dump Trailer

Steve Roberts, Parks and Recreation Department Director, stated Parks and Recreation is requesting approval to purchase a 14-foot dump bed trailer. The trailer will increase the Maintenance Division's efficiency by not requiring a dump truck for every clean-up, as it does not require a CDL to pull. Georgia Trailer Outlet of Cartersville provided the lowest and best quote for \$10,195.00. Approval for this budgeted item was recommended.

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

CONTRACTS/AGREEMENTS

28. Inspection of Trail Bridges

Mr. Roberts stated the Parks and Recreation Department is seeking approval for CPL to inspect all the bridges along the trails for structural deficiencies. CPL quoted \$5,500.00 for the service. The scope of work consists of conducting non-destructive visual assessments and preparing a conditional appraisal report for each.

The reports will have structural descriptions, photographs, and written summaries with recommended repair methods. This would not include restoration plans and specifications. This request is not budgeted. However, funds are available, and it is recommended for approval.

Council Member Fox made a motion to approve the Inspection of Trail Bridges. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

29. Tennessee Street Recreation Center Design

Mr. Roberts stated the Parks and Recreation Department is seeking approval for Croft and Associates to provide architecture and engineering services for the recreation center on Tennessee Street. The center will consist of 52,000 sq ft with three gymnasiums, a gymnastics center, a walking track, and two fitness rooms. The scope of work includes Programming/Concept Design, Schematic Design, Design Development, Construction Documents, Construction Administration, and CMAR Selection Assistance. The total cost for these services will be \$1,448,000.00. This is a budgeted request paid by 2020 SPLOST, and it was recommended for approval.

Council Member Hodge stated this had been a long time coming and was very grateful for this coming to the north side of town.

Council Member Hodge made a motion to approve the Tennessee Street Recreation Center Design. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

30. Architectural and Engineering Services for New City Hall

Mr. Porta stated during Visioning, we discussed options for what we want to do with our building at 19 N. Erwin Street, and it was determined to move forward with demolition of the old City Hall/Fire Station/Gas Department and replace it with a three-story building. Since Visioning, I met with Jim Croft to discuss next steps and asked for a proposal for architectural and engineering services for a new 15,000 square foot building (5,000 square feet per floor) to serve as City Hall which would include a new City Council Chambers/Municipal Court, Customer Service, Planning and Development and potentially other office space. The cost for these services and this new building will be paid for from reserves, transfers and operating revenues and is recommended for your approval.

Council Member Fox made a motion to approve the Architectural and Engineering Services for the New City Hall. Council Member Cordell seconded the motion. Motion carried unanimously. Vote: 6-0

31. Amendment to Services Agreement – Polco

Logan Bagley, Public Relations & Communications Manager, stated this is an amendment to the services agreement with Polco regarding the Citizens Survey. The original agreement was effective from February 2, 2023, through January 31, 2024. The proposed amendment will extend our agreement by 12 months to complete the Citizens Survey.

Council Member Fox made a motion to approve the Amendment to Services Agreement – Polco. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

SURPLUS EQUIPMENT

32. Surplus Equipment

Mr. Bagley stated this is a list of vehicles/equipment deemed as surplus by our departments. Approval was requested to surplus to authorize the listing of these items for sale on GovDeals.

<i>Department</i>	<i>Asset #</i>	<i>VIN/Serial #</i>
Gas	917	1FTMF1CF7BFB05270
	921	1FDNF21L14EB71949
Parks and Recreation	702	1FTMF1CM9EFB86842
	708	2FTRF17W34CA38312
	759	1FTPW12V57FA34583
Public Works	6002	1FBSS31L27DA08749
Water	N/A	760780

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

ADDED ITEMS

33. Civic Plus Website Migration

Mr. Bagley stated this is for the migration of our website to CivicPlus’ Civic Engage Central Platform. Our current site is built on a content management system that will soon no longer be supported. While migrating to the new CMS, we would like to upgrade to their more advanced platform and rebuild the site to apply the new branding and have a much greater level of customization. The upfront cost is \$27,112.00 with a recurring annual cost of \$5,319.00 moving forward.

Council Member Roth made a motion to approve the Civic Plus Website Migration. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

34. First Reading of Ordinances – Sec. 2-1 Corporate Seal

Mr. Bagley stated this ordinance revision modifies the language describing the appearance of the city’s corporate seal to match the design of the seal in our new city branding system.

This was a first reading and will be voted on at the March 21, 2024, City Council Meeting.

35. Ante Litem Notice - Harris

Mr. Lovell stated this is a resolution to deny the claim in the ante litem notice sent on behalf of Denitra Harris. This involved an accident with a fire department vehicle on Hwy 41 at Grassdale Rd.

Council Member Fox made a motion to approve the Ante Litem Notice Denial. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution # 10-24

36. Ante Litem Notice – Watters

Mr. Lovell stated this is a resolution to deny the claim in the ante litem notice sent on behalf of Lasonya Watters. This involved an accident with a police vehicle on Peeples Valley Rd.

Council Member Hodge made a motion to approve the Ante Litem Notice Denial. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution # 09-24

37. 475 Waterford Sewer Easement

Mr. Lovell stated the City reached out to the property owner of 475 Waterford Dr., Richard Potter, regarding compensation of \$21,619.00 for an easement needed for sewer. After multiple counteroffers and providing Mr. Potter with an official appraisal, Mr. Potter accepted the City’s offer of \$21,619.00. Approval was recommended.

Council Member Fox made a motion to approve the Ordinance for the 475 Waterford Sewer Easement. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Ordinance # 11-24

38. 178 W. Main St – Closing Documents

Mr. Lovell stated that Overlook Properties would be closing on 178 W. Main Street on March 8, 2024. Approval was recommended to allow the Mayor and City Clerk to sign all closing documents.

Council Member Roth made a motion to approve the Mayor and City Clerk to sign the 178 W Main St. closing documents. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

OTHER

Jason Traynor, 18 Burnt Hickory Connector, came forward to state his concern with the local level of homelessness and urged the Mayor and Council to do something to help the growing homeless community.

ADJOURNMENT

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

Meeting Adjourned at 7:39 P.M.

/s/ _____
Matthew J. Santini
Mayor

ATTEST:
/s/ _____
Julia Drake
City Clerk