

City Council Meeting  
City Hall – Council Chambers  
August 17, 2023  
6:00 P.M. – Work Session  
7:00 P.M. – Council Meeting

## **WORK SESSION**

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

Mayor Santini closed Work Session at 6:34 P.M.

## **OPENING MEETING**

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

Invocation by Council Member Cooley.

Pledge of Allegiance led by Council Member Hodge.

The City Council met in Regular Session with Mathew Santini, Mayor, presiding, and the following present: Kari Hodge, Council Member Ward One; Jayce Stepp, Council Member Ward Two; Calvin Cooley, Council Member Ward Four; Gary Fox, Council Member Ward Five; Dan Porta, City Manager; Julia Drake, City Clerk; and Keith Lovell, City Attorney.

Absent: Cary Roth, Council Member Ward Three and Taff Wren, Council Member Ward Six

## **REGULAR AGENDA**

Mayor Santini called for a motion to add nine (9) items to the agenda which include the August 17, 2023 Special Called Meeting Minutes, the vote on each of the Millage Rate items and additional items to be discussed.

Council Member Hodge made a motion to add nine (9) items to the agenda. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

## **COUNCIL MEETING MINUTES**

### **1. August 3, 2023, Council Meeting Minutes and August 9/August 17, 2023, Special Called Council Meeting Minutes**

Council Member Stepp made a motion to approve the three (3) sets of meeting minutes. Council Member Hodge seconded the motion. The motion carried unanimously. Vote: 4-0

## **PUBLIC HEARING**

### **2. City of Cartersville M&O Millage Rate Set at 2.910 Mills for 2023**

Mayor Santini stated the property taxes received from the Cartersville M&O property tax collections are used for the general city government operations, which include police, fire, recreation, public works, etc.

The proposed 2023 millage rate is set at 2.910 mills and is not the rollback rate (the rollback rate was 2.397 mills). As a result, the rate of 2.91 mills is considered to be a property tax increase of 21.40% over the rollback rate. The tax increase on a house that has a fair market value of \$200,000 would be approximately \$41.04. Furthermore, the city is required to hold three public hearings for the citizens to voice their opinions regarding the proposed property tax increase.

The first public hearing was held on August 9, 2023, at 5 PM. The second public hearing was held on August 17, 2023, at 8 AM, and this was the third public hearing. Approval was recommended of the Cartersville M&O property tax millage rate of 2.910 mills for 2023.

Mayor Santini opened the public hearing.

David McKalip, 15 Bowen Ct., came forward to speak against the tax increase.

With no one else to come forward to speak for or against the millage rate, the public hearing was closed.

Council Member Stepp made a motion to approve the City of Cartersville M&O Millage Rate Set at 2.910 Mills for 2023. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

### **3. Cartersville School System Millage Rate Set at 13.906 Mills for 2023**

Mayor Santini stated the Cartersville City School System has recommended to their Board to adopt the millage rate of 13.906 mills for 2023. The rollback rate is 11.327 mills. As a result, the rate of 13.906 mills is considered to be a property tax increase of 22.77% over the rollback rate. The tax increase on a house that has a fair market value of \$200,000 would be approximately \$205.84.

Furthermore, the city is required to hold three public hearings for the citizens to voice their opinions regarding the proposed property tax increase. The first public hearing was held on August 9, 2023, at 5 PM. The second public hearing was held on August 17, 2023, at 8 AM, and this is the third public hearing. The City Council approves the School Board's recommended tax millage rate for city residents where all the property taxes collected are used by the Cartersville City School System. Approval was recommended of the Cartersville City School System property tax millage rate of 13.906 mills for 2023.

Mayor Santini opened the joint public hearing for City of Cartersville and the Cartersville School Board.

Kelly Dial, President of the School Board, came forward to present the millage rate history and stated that they would like to propose a rollback millage rate of 13.50.

Michael Lusk, 4 Twin Leaf Ct., came forward to speak against the millage rate.

David McKalip, 15 Bowen Ct., came forward to speak against the millage rate.

With no one else to come forward to speak for or against the millage rate, the joint public hearing was closed.

Mayor Santini called for a motion to recess the City Council Meeting.

Council Member Hodge made a motion for the City Council Meeting to go into recess. Council member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

The School Board proceeded with their Board Meeting. Upon completion of their Board Meeting, Council Member Fox made a motion for City Council to come out of recess. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 4-0

Council Member Fox made a motion to approve the Cartersville School System Millage Rate Set at 13.50 Mills for 2023. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 4-0

#### **4. Cartersville Business Improvement District Millage Rate Set at 0.846 Mills for 2023**

Mayor Santini stated the Cartersville Business Improvement District (BID) is made up of the Downtown Cartersville Business District. These business owners have been self-assessing property tax for many years to raise funds for use in the downtown area. The Downtown Development Authority (DDA) works with local businesses to use the funds to improve the downtown area. The DDA Board requests the City Council's approval of their recommended BID's property tax millage of 0.846 mills for 2023. This is the rollback rate. Approval was recommended of the Cartersville Business Improvement District property tax millage of 0.846 mills for 2023.

Mayor Santini opened the public hearing and with no one to come forward to speak for or against the millage rate, the public hearing was closed.

Council Member Hodge made a motion to approve the Cartersville Business Improvement District Millage Rate Set at 0.846 Mills for 2023. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

#### **5. GO Parks & Recreation Property Tax Millage Rate set at 0.400 Mills for 2023**

Mayor Santini stated the citizens of Cartersville approved a referendum in November of 2014 authorizing the city to issue bonds to be used to pay for renovations and improvements to the parks and recreation buildings and properties. The bonds were issued with a ten-year payback period. To make the scheduled bond payments, the city is assessing a property tax millage of 0.400 mills (below the rollback rate of 0.514 mills) for 2023, also approved by the citizens. The millage rate for this will fluctuate over the ten years and will need to be set with a millage large enough to cover the semi-annual bond payments. Approval was recommended of the Cartersville GO Parks and Recreation Bond tax millage rate of 0.400 mills for 2023.

Mayor Santini opened the public hearing and with no one else to come forward to speak for or against the millage rate, the public hearing was closed.

Council Member Cooley made a motion to approve the GO Parks & Recreation Tax Millage Rate Set at 0.400 Mills for 2023. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

### **APPOINTMENTS**

#### **6. Alcohol Control Board**

Randy Mannino, Planning and Development Director, stated Matt Terry is willing to continue to serve as a member of the Alcohol Control Board if re-appointed. If approved, Mr. Terry's term would expire on September 5, 2027

Council Member Cooley made a motion to approve the Alcohol Control Board Appointment. Council Member Fox seconded the motion. The motion carried unanimously. Vote: 4-0

## **7. Historic Preservation Commission**

Mr. Mannino stated Becky Carr and Larry Gregory are willing to continue to serve as Board Members of the Historic Preservation Commission with new terms expiring September 7, 2026.

Council Member Hodge made a motion to approve the Historic Preservation Commission Appointment. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

## **PUBLIC HEARING – 1<sup>ST</sup> READING OF ZONING /ANNEXATION REQUESTS**

### **8. AZ23-02: Allatoona Dam Road**

**Applicant: City of Cartersville**

Mr. Mannino stated the applicant requests the annexation of multiple city-owned properties in unincorporated Bartow County and the City of Emerson. The proposed zoning is P-I (Public Institutional). These tracts are associated with the City's Water Treatment Plant. The Planning Commission recommended approval 6-0.

Mayor Santini opened the public hearing for the zoning portion of the application and with no one to come forward to speak for or against, the public hearing was closed.

Mayor Santini opened the public hearing for the annexation portion of the application and with no one to come forward to speak for or against, the public hearing was closed.

This was a first reading and will be voted on at the next scheduled City Council Meeting on September 7, 2023

## **RESOLUTIONS**

### **9. Rome-Cartersville Development Corridor**

Dan Porta, City Manager stated this resolution authorizes support for the submission of joint applications for MPDG funding and authorizes the Mayor and City Clerk to execute GDOT Document Reference No. 3797 for Project Identification No. 0013238.

Council Member Fox made a motion to approve the Rome-Cartersville Development Corridor Resolution. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

Reference Resolution # 24-23

### **10. Pension Plan Resolution and Amendments**

Freddy Morgan, Assistant City Manager, stated this resolution and subsequent amendments are addressed in the restatement of the 1967 Pension plan and 2017 Pension plan. The intent is to

capture all previously intended amendments for both plans. Our pension attorney has provided the language to address each amendment and the Pension Board has approved of each.

Council Member Hodge made a motion to approve the Pension Plan Resolution and Amendments. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

Reference Resolution #25-23

## **SURPLUS EQUIPMENT**

### **11. Surplus Vehicles and Equipment**

Mr. Morgan stated a list of vehicles and equipment deemed surplus by our departments has been provided. It was requested this list be approved as a surplus to be sold on GovDeals.com.

Council Member Cooley made a motion to approve the Surplus Vehicles and Equipment. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

## **CONTRACTS/AGREEMENT**

### **12. Construction Manager at Risk (CMAR) Subcontractor Contracts**

Mr. Morgan stated this was a compilation of subcontractor contracts negotiated by Reeves and Young to complete the construction of the Water Department Administrative Complex for the approved GMP.

Council Member Fox made a motion to approve the Construction Manager at Risk (CMAR) Subcontractor contracts. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

### **13. Settlement Agreement 53 Goodyear Ave.**

Mr. Morgan stated this insurance settlement agreement fully resolves the water damage claims at 53 Goodyear Avenue, Cartersville, GA 30120, created by our water meter installer, Utility Metering Solutions. The agreement reimburses the City's outlay to assist the tenant, and exhibit A covers the property owner and tenant's reimbursement cost. It was requested for Council to approve for the Mayor and City Clerk to sign the agreement to move forward with the City's reimbursement.

Council Member Fox made a motion to approve the Settlement Agreement 53 Goodyear Ave. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 4-0

### **14. Johnson Controls Memorandum of Understanding (MOU)**

Mr. Morgan stated the proposed MOU (Memorandum of Understanding) with Johnson Controls, Inc is to perform a preliminary business case analysis that projects the financial benefits of energy-efficient facility improvement measures and operational savings projects. Johnson Controls will bear the entire cost to develop and present the preliminary business case analysis. Approval will be obtained before any identified project is pursued.

Council Member Fox made a motion to approve the Johnson Controls MOU. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 4-0

### **15. Firing Range Facility Architectural and Engineering Services**

Mr. Morgan stated this is the proposal for architectural and engineering services between the City of Cartersville and CPL for the renovation/replacement of the Police Department's firing range facility.

Council Member Hodge made a motion to approve the Firing Range Facility Architectural and Engineering Services. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

## **ADDED ITEM**

### **16. Topographical Survey Proposal – Electric Dept Facility**

Mr. Morgan stated he received three (3) proposals to provide a topography survey for 320 S. Erwin St (Cartersville Electric Dept Facility). The topographical survey is requested by the architects performing the renovation design of the Electric Department facility.

Approval was recommended for the lowest bid of \$4,200 with MD Patrick Engineering. The lead time is ten days.

Council Member Fox made a motion to approve the Topographical Survey Proposal. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

## **CONTRACTS/AGREEMENTS**

### **17. Etowah Bush School Contract for Performing Services**

Mr. Porta stated the city has supported the Etowah Bush School for a couple of years through funding of \$8,000 for services that benefit our community, like Historic Register Designation, the Civil Rights Trail, and promotion of Virtual/Audio Walking Tour, and a few other areas.

Council Member Cooley made a motion to approve the Etowah Bush School Contract for Performing Services. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

## **SECOND READING OF ORDINANCES**

### **18. Amendment and Restatement of the 1967 Retirement Plan**

Mr. Morgan stated this ordinance amendment and restatement will allow the city to move our plan assets for the 1967 Pension Plan to the Georgia Municipal Employees Benefit System (GMEBS) to allow them to manage our pension plan assets and provide the monthly benefits to city retirees. Moving to GMEBS is a win for the city as it reduces our costs to maintain the defined benefit plan offered to our employees hired before January 1, 2017. Approval was recommended.

Keith Lovell, City Attorney, stated that an effective date of November 2, 2023, would need to be added to the contract and ordinance.

Council Member Fox made a motion to approve the Amendment and Restatement of the 1967 Retirement Plan as amended. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 4-0

### **19. Amendment and Restatement of the 2017 Retirement Plan**

Mr. Morgan stated this ordinance amendment and restatement will allow the city to move our plan assets for the 2017 Pension Plan to the Georgia Municipal Employees Benefit System (GMEBS) to allow them to manage our pension plan assets and provide the monthly benefits to city retirees. Moving to GMEBS has allowed us to increase the pension plan benefit multiplier to 2%, which helps us retain and recruit new employees. This plan is for employees hired on or after January 1, 2017. Approval was recommended.

Mr. Lovell stated that an effective date of November 2, 2023, would need to be added to the contract and ordinance.

Council Member Fox made a motion to approve the Amendment and Restatement of the 2017 Retirement Plan as amended. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 4-0

### **20. Amendment to Retirement Plan Ordinances**

Mr. Morgan stated moving to GMEBS creates a need to amend several of our existing retirement plan ordinances. Approval was recommended.

Mr. Lovell stated that a new section would need to be added to include an effective date and to specify the adoption language.

Council Member Fox made a motion to approve the Amendment to Retirement Plan Ordinances as amended. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 4-0

## **CONTRACTS/AGREEMENTS**

### **21. Dedication and Maintenance Agreement – Satterfield Commons Townhomes/ The Bend at Pettit Creek Townhomes**

Mr. Lovell stated this was the Certificate of Dedication and Maintenance Agreement for water and sewer lines for the Satterfield Commons Townhome Project and The Bend at Pettit Creek Townhomes.

Council Member Fox made a motion to approve the Dedication and Maintenance Agreement for both Satterfield Commons Townhomes and Bend at Pettit Creek Townhomes. Council Member Hodge seconded the motion. Motion carried unanimously. Vote: 4-0

## **22. Annual Electric System Trimming Contract**

Derek Hampton, Electric Department Director, stated the Electric Department is requesting Council's approval of a contract with Trees Unlimited. This item is budgeted not to exceed \$156,000.

Council Member Hodge made a motion to approve the Annual Electric System Trimming Contract. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

## **BID AWARD/PURCHASES**

### **23. 500kVA/208V Transformer Purchase**

Mr. Hampton stated the Electric Department is requesting authorization to purchase (1) 500kVA/208V transformer for stock. Five bids were received and deemed the bid from Solomon Transformer to be the best-bid based on price and delivery time.

Approval was recommended to purchase the unit from Solomon Transformer for \$34,711.00. This is a budgeted expense.

Council Member Fox made a motion to approve the 500kVA/208V Transformer Purchase. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

### **24. 500kVA/480V Transformer Purchase**

Mr. Hampton stated the Electric Department is requesting authorization to purchase (2) 500kVA/480V transformers for stock and a new customer. Six bids were received and the bid from UTB Transformers to be the best bid based on the lowest price and delivery time.

Approval was recommended to purchase the two units from UTB for \$72,000.00. This is a budgeted expense.

Council Member Fox made a motion to approve the 500kVA/208V Transformer Purchase. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

### **25. 1000kVA/480V Transformer Purchase**

Mr. Hampton stated the Electric Department is requesting authorization to purchase (1) 1000kVA/480V transformer for stock. Three bids were received and deemed the lowest bid from Transformer Network Inc. (TNI) to be the best bid.

Approval was recommended to purchase the unit from TNI for a cost of \$27,421.00. This is a budgeted expense.

Council Member Fox made a motion to approve the 1000kVA/480V Transformer Purchase. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

### **26. Water System PLC Upgrade**

Sidney Forsyth, Water Department Director, stated the programmable logic controller (PLC) processors for all four water storage reservoirs and booster pump stations are obsolete, and repair parts are very difficult to obtain.



MR Systems, our SCADA system Contractor has provided a quote to replace and program all- new processors, including one spare processor. The cost for material and labor is \$10,937.00.

This was a budgeted maintenance expense, and approval was recommended of this purchase. Expenses will be paid from account #505.3310.52.2361.

Council Member Fox made a motion to approve the Water System PLC Upgrade. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

## **27. Land Permitting Technical Assistance**

Mr. Forsyth stated due to the loss of several acres of private farmland, currently permitted for biosolids land application, and the need for additional disposal options for current and anticipated future biosolids, the Water Department needs to evaluate the availability of additional land, as well as permitting land already owned by the city for loading.

Synagro has submitted a proposal for technical assistance with land permitting for a cost of \$17,095.00.

The Water Department had previously used this assistance from Synagro to successfully permit WTP sludge lagoon residuals as a soil amendment, which has been beneficial to the dredging and disposal process. Approval was recommended of this budgeted expense from Account #505.3330.52.2362.

Council Member Fox made a motion to approve the Land Permitting Technical Assistance. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 4-0

## **ENGINEERING SERVICES**

### **28. Engineering Services for Galvanized Water Line Replacement**

Mr. Forsyth stated as part of the planned replacement of small, galvanized water mains in the city, the Water Department has solicited Goodwyn Mills Caywood (GMC) Engineering for a renewed Engineering Services Agreement and proposal for design services for the replacement of approximately 3,850 linear feet of water mains in the Chestnut Street area.

Approval was requested of the new Engineering Services Agreement and approval of the proposal by GMC for engineering services for this project through the construction phase of \$90,850.00. This is a budgeted expense to be paid from Account #505.3320.54.3396.

Council Member Fox made a motion to approve the Engineering Services for Galvanized Water Line Replacement. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

## **CHANGE ORDER**

### **29. Douthit Ferry Road Widening Engineering Change Order**

Wade Wilson, Public Works Director, stated Public Works had received an additional change order request from Southland Engineering to complete the Right of Way estimate for the Douthit Ferry Road Widening Project. These estimates are required each year.

The service proposal will be subcontracted through THC, Inc. and will cover estimates for this year and next. THC, Inc is GDOT prequalified to perform Right of Way estimates and has performed previous work for the city on GDOT-related projects.

Fees are more than the estimated amount awarded to the City to pay for preliminary engineering, therefore, SPLOST Funds will be used to cover the fee of \$6,445.26.

The change order was recommended for approval if the intent is to move forward with this project.

Council Member Fox made a motion to approve the Douthit Ferry Road Widening Engineering Change Order. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

## **BID AWARD/PURCHASES**

### **30. Asbestos Abatement on City Property**

Mr. Wilson stated the City of Cartersville purchased the property at 115 Woodland Drive to remove the home to install a detention pond. An asbestos assessment revealed the presence of asbestos.

Public Works received three estimates:

- A&M Contracting for \$18,000.00
- A1A Environmental for \$27,775.33
- Azalea Environmental of NW Ga for \$29,702.09

Public Works recommend the selection of A&M Contracting to perform the asbestos removal and requests approval to authorize A&M Contracting to conduct the proposed work contingent on proper insurance and certification.

The proposed work will be part of the Terrell Heights Drainage Project and will be paid out of the ARPA (American Rescue Plan Act) funds. To qualify for these funds, our staff feels that this project would help our stormwater division “manage, reduce, and recapture stormwater” drainage resulting in reduced flooding at this location.

Council Member Fox made a motion to approve the Asbestos Abatement on City Property. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

## **ADDED ITEMS**

### **31. On-Demand Services Agreement**

Mr. Lovell stated this resolution and agreement is with the City of Cartersville and Bartow County. The City of Cartersville is planning to submit a Recreational Trails Program (RTP) grant pre-application by November 1, 2023, to request partial funding for improvements to the Main Street Parking Area at Pine Mountain Recreation Area. These improvements tentatively include restrooms, a water fountain, benches, and picnic tables. The Bartow County Grant Writing Department (in conjunction with the City of Cartersville’s Parks and Recreation Department) kindly requests that the Mayor and Council authorize this resolution and contract so that we may reach out to one of the firms procured through this RFQ to get the preliminary

engineering report and concept report completed in time to include with the fall 2023 RTP application.

Council Member Hodge made a motion to approve the On-Demand Services Agreement. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

### **32. Joint Development Authority MOU**

Mr. Lovell recommended the City Council approve the MOU between the City of Cartersville and Hanwha Q Cells.

Council Member Hodge made a motion to approve the JDA MOU. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

### **33. Joint Development Authority Guaranty**

Mr. Lovell recommended the City Council approve the Guaranty between the City of Cartersville and Hanwha Q Cells.

Council Member Hodge made a motion to approve the JDA Guaranty. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

### **34. Mauldin & Jenkins 2022 MEAG Invoice**

Tom Rhinehart, Finance Director, stated the city received an invoice from Mauldin & Jenkins for the annual MEAG Questionnaire completion. This is completed annually by the finance staff and then reviewed by Mauldin & Jenkins. The budgeted invoice is \$7,748.00, and approval was recommended.

Council Member Cooley made a motion to approve the Mauldin & Jenkins 2022 MEAG Invoice. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 4-0

## **MONTHLY FINANCIAL REPORT**

### **35. June 2023 Financial Report**

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

## **ADJOURNMENT**

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

Meeting Adjourned at 8:09 P.M.

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

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