

City Council Meeting  
City Hall – Council Chambers  
January 16, 2025  
6:00 P. M – Work Session / 7:00 P.M. – Council Meeting

## **WORK SESSION**

Mayor Matthew J. Santini opened the Work Session at 6:14 P.M. Council Members discussed each item on the agenda with the corresponding Staff Members.

Mayor Santini closed the Work Session at 6:36 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 Cordell.

The City Council met in a Regular Session with Matthew J. 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.

## **COUNCIL MEETING MINUTES**

### **1. January 2, 2025, Council Meeting Minutes**

Council Member Cooley made a motion to approve the minutes from January 2, 2025, Council Meeting. 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

## **OTHER**

### **2. FY 2024 Audit Presentation**

Mayor Santini stated that Christopher McKellar with Mauldin and Jenkins provided a thorough presentation of the FY2024 Audit prior to work session and stated that if anyone wanted a copy of the audit, it was available on our website.

Dan Porta, City Manager, took a moment to thank Mauldin and Jenkins for their services, Mr. Rhinehart, and his staff for their diligence in facilitation and all department heads for being conscious of the annual budget.

## **RESOLUTIONS**

### **3. Historic Preservation Fund (HPF) Grant Application**

Randy Mannino, Planning and Development Director, stated this is a resolution to accompany the HPF grant application to the Department of Community Affairs for the DBD Historic Resource Survey. The survey is required every ten (10) years. The city will provide a forty percent local cash match towards the total project cost.

Council Member Stepp made a motion to approve the Historic Preservation Fund (HPF) Grant Application and Resolution. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution # 04-25

### **4. Annual Adoption of CIE & CWP**

Mr. Mannino stated Cartersville adopted Impact Fees in the last quarter of 2006. Said fees became effective starting in January of 2007. In accordance with the Development Impact Fee Regulations as outlined by the State, we are required to file an annual update to the Capital Improvements Element (CIE) of the Comprehensive Plan because we collect said impact fees and/or have an adopted impact fee ordinance. As you are aware, we held the required public hearing for the updated information on December 5, 2024, and Council also approved a resolution allowing this item to be transmitted to the Northwest Georgia Regional Commission (NWGRC) and the Department of Community Affairs (DCA) for their review and approval. They have approved the document, and we are required to formally adopt it. Staff recommended that Council approve this resolution adopting the Annual Update.

Council Member Roth made a motion to approve the Annual Adoption of CIE & CWP. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution # 05-25

## **BID AWARD/PURCHASES**

### **5. 750 kVA & 500 kVA**

Tom McKee, Electric Department Director, stated the Electric Department is requesting approval to purchase one (1) 750 kVA, 277/480V transformer for stock. Four (4) bids were received and deemed the bid from Gresco Utility Supply, Inc. to be the best based upon price and lead time. It was requested to authorize the purchase of this unit from Gresco Utility Supply, Inc. for a total of \$30,845.00. This is a budgeted expense.

Additionally, approval was also requested to purchase one (1) 500 kVA, 277/480V transformer for stock. Five (5) bids were received and deemed the bid from Gresco Utility Supply, Inc. to be the best based upon price and lead time. It was requested to authorize the purchase of this unit from Gresco Utility Supply, Inc. for a total of \$22,110.00. This is a budgeted expense.

Council Member Cordell made a motion to approve the 750 kVA & 500 kVA purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

### **6. Fire Hydrant Purchase**

Sidney Forsyth, Water Department Director, stated the Water Department received quotes from three vendors to purchase sixteen fire hydrants for stock. The lowest bid was from Core & Main for \$42,348.00. It was recommended to purchase these hydrants from Core & Main. This is a budgeted expense.

Council Member Cordell made a motion to approve the Fire Hydrant Purchase. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

## **7. Biosolids Dryer Utilities**

Mr. Forsyth stated the Water Department received a quote to make the natural gas connection between the gas meter and dryer from Southeastern Natural Gas Services for \$8,568.00. It was recommended to approve this budgeted expense.

Council Member Cordell made a motion to approve the Biosolids Dryer Utilities. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

## **8. Westside Feeder Main – Ponder Farm Easement**

Mr. Forsyth stated the permanent (3.21 acres) and temporary (4.79 acres) easements for parcel 0058-0158-003 are necessary for construction of the Westside Feeder Main along Nacy Creek. The owners have agreed to a price of \$36,000.00. This is budgeted and approval was recommended.

Council Member Cordell made a motion to approve the Ponders Farm Easement. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

## **9. Wellness Gift Cards**

Mr. Porta stated this purchase of gift cards is for participants of upcoming wellness events. The cost is reimbursed to the city by Anthem.

Council Member Cordell made a motion to approve the Wellness Gift Cards. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

## **10. SpryPoint Customer Portal Annual Subscription Invoice**

Freddy Morgan, Assistant City Manager, stated the annual subscription invoice for the Customer Portal in the amount of \$21,480.00 is due. Approval of payment was recommended.

Council Member Cordell made a motion to approve the SpryPoint Customer Portal Annual Subscription Invoice. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

# **CONTRACTS/AGREEMENTS**

## **11. Architectural and Engineering Services for City Hall/Block**

Mr. Morgan stated this is the architectural and engineering services agreement with Croft and Associates for master planning the entire city block bordered by N. Erwin Street, W. Church Street, N. Public Square, and W. Cherokee Avenue.

Discussion commenced regarding HPC concerns.

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

## **12. Schedule of Charges – Emergency Ordinance**

Mr. Morgan stated this emergency ordinance amendment adds a subparagraph to Sec.24-21.- Schedule of charges, etc. stating that no cash payments with unrolled coins will be accepted by the City, except those sums less than a whole dollar when cash payments with dollar denominations are paid by the customer. The maximum sum of five (\$5.00) dollars in rolled coins per month, per customer, will be accepted by the City for the payment of any services listed in paragraph (a) above due to the City.

Council Member Fox made a motion to approve the Schedule of Charges – Emergency Ordinance. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Ordinance # 06-25

## **13. GDOT Obstruction Alternatives Analysis Contract**

Mr. Morgan stated this is a request for the Council to authorize the Mayor to sign an Obstruction Alternatives Analysis contract with GDOT for the Cartersville Airport. The final document will be forwarded to the Mayor and Clerk from GDOT via DocuSign. Approval is required before federal and state funds can be committed to the performance of the work.

Council Member Roth made a motion to approve the GDOT Obstruction Alternatives Analysis Contract. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

## **14. 2025 Provider Contracts**

David Archer, Jr., Parks and Recreation Director, stated this item includes contracts for program providers relating to the current programs they are offering through the Parks and Recreation Department.

- JP VIDOUR TENNIS ACADEMY
- TOP SHELF FOOD AND BEVERAGE MANAGEMENT LLC
- WIRE2WIRE RUNNING, LLC

Council Member Stepp made a motion to approve the 2025 Provider Contracts. Council Member Cordell seconded the motion. Motion carried unanimously. Vote: 6-0

## **15. Workers Compensation Settlement Agreement**

Mr. Porta stated the City of Cartersville has successfully negotiated a settlement to close a workers' compensation claim.

This settlement includes the following key components:

1. Closure of the current workers' compensation claim: All benefits and claims related to the injury, as they stand now, will be resolved and closed.
2. Settlement of future medical expenses: The agreement also ensures that the injured worker will no longer be entitled to receive compensation for future medical treatments or related expenses arising from the injury.

This settlement provides finality for both the City of Cartersville and the injured worker, resolving any ongoing or future obligations related to the workers' compensation claim.

Council Member Hodge made a motion to approve the Workers Compensation Settlement Agreement. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

## **MONTHLY FINANCIAL STATEMENT**

### **16. November 2024 Financial Report**

Mr. Rhinehart reviewed the numbers from November 2024 and compared the numbers to November 2023.

## **TABLED**

### **17. Z24-08 (REV.) Center Rd.**

## **OTHER**

Mayor Santini thanked all of the City employees for their commitment to the City during our recent snow storm last Friday. Continuing, he stated the 2025 Visioning Session would be held on Friday, January 17, 2025 at the Public Safety Headquarters.

As a reminder, Monday, January 20, 2025 is Martin Luther King Day and Inauguration Day and city offices would be closed.

In closing, Mayor Santini stated this was the last meeting before our 175<sup>th</sup> Anniversary Celebration and looked forward to seeing everyone in the downtown area.

## **ADJOURNMENT**

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

Meeting Adjourned at 7:20 P.M.

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

ATTEST:

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