

City Council Meeting  
City Hall – Council Chambers  
June 20, 2024  
6:00 P.M. – Work Session / 7:00 P.M. – Council Meeting

## **WORK SESSION**

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

Council Member Stepp made a motion to enter closed session for the purposes of Property Acquisitions and Attorney/Client Privilege. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Mayor Santini closed Work Session at 6:52 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 Mayor Santini.

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.

## **REGULAR AGENDA**

### **COUNCIL MEETING MINUTES**

#### **1. June 11, 2024, Council Meeting Minutes**

Council Member Fox made a motion to approve the minutes from the June 11, 2024, Council Meetings. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

### **FIRST READING OF ORDINANCES**

#### **2. Amendment to Utilities Ordinance Regarding Electric Rates**

Freddy Morgan, Assistant City Manager, stated the proposed budget includes increases to electric rates. The Electric Department is proposing a rate increase based on the rate study provided by Electric Cities of Georgia and analysis of costs by staff due to general operations of the electric department increasing and increased costs of power generation. The proposed changes include an increase in the base rate of all rate classes. These changes are recommended for your approval.

This was a first reading and will be voted on at the next City Council Meeting scheduled for July 2, 2024.

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

### **3. AZ24-03: 1440 Hwy 113**

Randy Mannino, Planning and Development Director, stated the applicant requests annexation of two (2) tracts identified as Tax Parcel 0055-0873-005 containing 0.42 +/- acres and Tax Parcel 0055-0873-006 containing 0.48 +/- acres. These parcels are in Land Lot 873 of the 4th District, 3rd Section, and are zoned A-1, Agricultural. The proposed zoning is H-I, Heavy Industrial.

Staff members are not opposed to the annexation or zoning. Planning Commission recommended approval.

Mayor Santini opened the public hearing for the zoning portion of the application.

Karl Lutjens, 114 Old Mill Rd., came forward to represent the application and to give an overview.

With no one else to come forward to speak for or against the zoning portion of the application, the public hearing was closed.

Mayor Santini opened the public hearing for the annexation portion of the application and stated that comments made for the zoning portion would be carried over and reflected for the annexation portion of the application.

With no one else to come forward to speak for or against the annexation portion of the application, the public hearing was closed.

Mayor Santini stated that this was a first reading and would be voted on at the next meeting scheduled for July 2, 2024.

### **4. AZ24-04: Walnut Grove Rd. at Cummings Rd.**

Mr. Mannino stated the applicant requests the de-annexation of a portion of the property on Walnut Grove Road at Cummings Road identified as Tax Parcel C074-0002-001 containing a total of 1.00 +/- acres. The subdivided tract to be de-annexed contains 0.29 acres +/- . This parcel is zoned P-I, Public Institutional.

If approved, the de-annexed tract will be combined with the larger development tract, Parcel ID 0073-0735-001.

Staff members are not opposed to the de-annexation. Planning Commission recommended approval.

Mayor Santini opened the public hearing.

Mr. Lutjens came forward to represent the application and to give an overview.

With no further comments, the public hearing was closed.

This was a first reading and will be voted on at the next City Council Meeting scheduled for June 20, 2024.

## **SECOND READING OF ORDINANCES**

### **5. Sec. 4-112 Cameras for Malt Beverage Package Outlets Revision**

Keith Lovell, City Attorney, stated this ordinance revision is to reflect a recent change in state law.

Council Member Fox made a motion to approve Sec. 4-112 Cameras for Malt Beverage Outlets Ordinance Revision. Council Member Cooley seconded the motion. Motion carried unanimously.

Vote: 6-0

Reference Ordinance: 26-24

### **6. Fiscal Year 2024-25 Budget**

Tom Rhinehart, Finance Director, stated the fiscal year 2024-25 budget ordinance was a part of the Council Meeting packet. The proposed budget is balanced and increased by \$57,194,680 over the fiscal year 2023-24 budget. The increase equates to a 26.33% increase. The proposed budget includes salary adjustments, no increase in the city's property tax millage rate, an increase in health insurance premiums for both the city and the employees, and a small increase in the water and sewer rates.

Budget comparison by type for the FY 2025 proposed budget compared to the FY 2024 budget include: personnel expenses increase by \$4,827,265; operating expenses increased by \$4,325,025; purchase of commodities decreased by \$8,008,265; debt service expenses decreased by \$85,015; capital expenses increased \$50,921,185, and transfers to the general fund increased \$5,214,485. Approval was recommended of the proposed FY 2024-25 budget as presented.

Council Member Fox made a motion to approve the Fiscal Year 2024-25 Budget. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Ordinance: 27-24

### **7. FY 2024-25 Water and Sewer Rate Ordinance**

Mr. Rhinehart stated the proposed fiscal year 2024-25 budget includes an increase in the Water and Sewer Fund to help address the maintenance and capital issues of the water fund. The increase is as follows: a 5% increase in the residential water and sewer rates for both inside and outside the city limits customers.

The 5% increase will allow the water department to continue the maintenance of the existing water and sewer systems as well as update/expand the system to fulfill the needs of existing customers. For residential customers, the water and sewer rate increase equate to \$0.15 per one thousand gallons used for city residents. The total estimated increase for a residential water and sewer customer is \$1.27 per month for seven thousand gallons consumed.

With the proposed increase in the water and sewer rates, the City of Cartersville residents will remain one of the lowest in the surrounding municipalities. The increase is needed to maintain the existing system and plan for any necessary future expansions. Approval was recommended of the proposed water and sewer rate increases to begin July 1, 2024.

Council Member Fox made a motion to approve FY2024-25 Water and Sewer Rate Ordinance. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Ordinance: 28-24

## **MONTHLY FINANCIAL REPORT**

### **8. April 2024 Financial Report**

Mr. Rhinehart reviewed the April 2024 Financial Report and compared the numbers to April 2023.

## **CONTRACTS/AGREEMENTS**

### **9. 2024 Contracts for Performing Services**

Mr. Rhinehart stated this item includes the Contracts for Performing Services for those agencies that are awarded funds each year as part of the annual budget. The agencies and amounts for this year are:

- Cartersville-Bartow Library/ \$469,500.00
- Cultural Arts Alliance/ \$41,000.00
- Juvenile Court/ \$15,000.00
- Bartow Health Access/ \$2,000.00
- Good Neighbor Homeless Shelter/ \$15,000.00
- Eddie Lee Wilkins Youth Association/ \$18,000.00
- Bartow-Cartersville Joint Development Authority/\$250,000.00
- Downtown Development Authority/ \$ 220,000.00
- Recovery Bartow/ \$10,000.00

All these contracts are budgeted in FY2024.

Council Member Cordell made a motion to approve the 2024 Contracts for Performing Services. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

Council Member Roth made a motion to add four (4) items to the agenda. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

### **10. CVB (LakePoint Marketing)**

Dan Porta, City Manager, stated this contract with the Cartersville-Bartow County Tourism Council provides marketing at Lakepoint's Baseball Village Kiosk. The City will use TPB funds to pay for our part of this marketing campaign, which is \$18,125.00.

Council Member Cordell made a motion to approve the CVB (LakePoint Marketing). Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

### **11. Bonding Authorization with Bartow County SPLOST Renewal (LOI/G-17 Disclosure Letter)**

Mr. Porta stated as part of the 2026 SPLOST, we are including the option to issue debt to fund capital projects approved in the SPLOST, so we can start on them as the sales tax is collected. We have this option in the 2020 SPLOST but have not used it. For our Financial Advisor to provide us with a debt schedule, approval is needed for the Disclosure Letter.

Council Member Cordell made a motion to approve the Bonding Authorization with Bartow County SPLOST Renewal (LOI/G-17 Disclosure Letter). Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

### **12. Rotary Club of Etowah for July 4, 2024, Celebration**

Mr. Porta stated this is a contract between the City of Cartersville and the Rotary Club of Etowah for the July 4th celebration at Dellinger Park. Additionally, JRM Management Services, Inc. has contracted with the Rotary Club of Etowah to coordinate this event and the contract is attached and recommended for your approval.

Council Member Cordell made a motion to approve the Rotary Club of Etowah for July 4, 2024, Celebration. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

### **13. Commercial Solid Waste Truck Lease**

Wade Wilson, Public Works Director, stated the Solid Waste Division of Public Works has recently had mechanical issues with both of our commercial front-loading garbage trucks and our backup truck. This week, we did get one of these vehicles back in service. However, to continue serving our commercial customers effectively and to be able to repair our other two vehicles, the Solid Waste Division is proposing the lease of a front leading garbage truck from Premier Sales and Rental, Inc from Cleveland, Ohio for an estimated amount of \$13,200.00. This amount includes the lease of the truck, deposit, and delivery. This vehicle is available to be leased immediately.

This is a non-budgeted item that will be paid from FY 24 Equipment Lease line item (540-3200-52-2410). Public Works recommended approval to lease this vehicle for 30 days for \$13,200.00.

Council Member Cordell made a motion to approve the Commercial Solid Waste Truck Lease. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

## **BID AWARD/PURCHASES**

### **14. Commercial Solid Waste Truck Repairs**

Mr. Wilson stated the Solid Waste Division of Public Works has recently had mechanical issues with all three of our commercial front-loading garbage trucks. Two of these need approval for repairs.

The first truck is a 2017 Mack (Truck #6245) front-loading commercial garbage truck that has extensive rear axle damage/wear. The repair will be completed by the City of Cartersville Garage at a cost of \$19,000.00.

The second truck is a 2020 Mack (Truck #6260) front-loading commercial garbage truck that needs an internal cylinder replacement for its packer. This proposed repair will be completed by Wastebuilt from Lithia Springs, GA for an estimated cost of \$8,200.00.

Both repairs are needed to make our commercial fleet complete. These repairs will be paid for from the Solid Waste Division Maintenance-Vehicle and Equipment line item (540-3200-52-2360). Public Works recommended approval of these needed repairs.

Council Member Cordell made a motion to approve the Commercial Solid Waste Truck Repairs. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

### **15. Vector Solutions Renewal**

Scott Carter, Fire Chief, requested approval of the annual renewal with Vector Solutions. This cloud-based software provides all our record management software for training, supplies, and equipment. The total price for this renewal is \$12,405.83. This is a budgeted item for FY 24-25.

Council Member Cordell made a motion to approve the Vector Solutions Renewal. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

### **16. Water Meter Purchase**

Michael DeLeon, Water System Engineer, stated the Water Department needs one pallet of 192 – ¾ inch water meters for stock. This order includes those meters and the necessary Sensus smart points for single and dual meter settings. Kendall Supply, Inc., the sole source supplier for this equipment, quoted a price of \$62,034.00. This is a budgeted expense and was recommended for approval.

Council Member Cordell made a motion to approve the Water Meter Purchase. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

### **17. Flow Meter Console Replacement**

Mr. DeLeon stated the Water Treatment Plant uses acoustic transit time flow meters to accurately measure flow pumped into the City's water distribution system by the high service pumps. The original Accusonic console for high service pump station #1, installed in 2007 has failed and needs replacement.

The sole source provider of this equipment, Accusonic, has provided a quote for a new, updated replacement console at a cost of \$42,178.00. This cost includes material, installation, commissioning, and a one-year parts and labor warranty.

This is the same type of unit as that on the #2 pump station, which was replaced in April 2024. This is a budgeted maintenance item and was recommended for approval.

Council Member Cordell made a motion to approve the Flow Meter Console Replacement. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

## **ENGINEERING SERVICES**

### **18. Pioneer Trail Engineering Services**

Mr. DeLeon stated the Pioneer Trail subdivision is currently served by approximately 8,160 linear feet of small, galvanized water mains that have reached the end of useful life.

Goodwin Mills Cawood (GMC) Engineers has submitted a proposal for design, bidding, and construction phase engineering at a price of \$128,300.00. This price is acceptable to the Water Department and was recommended for approval.

This project expense is included in the FY 2024-2025 budget.

Council Member Cordell made a motion to approve the Pioneer Trail Engineering Services. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

### **19. Cherokee Circle Water Line Engineering**

Mr. DeLeon stated the Water Department has completed the preliminary design of the replacement of approximately 1,900 linear feet of galvanized water main on Cherokee Circle and Indian Trail. It has become apparent that a professional engineering consultant to complete the detailed design and construction management portion of the project is necessary.

Sweitzer Engineering was requested to provide a Task Order pricing to complete the design, bid phase, and construction management of the project. They have submitted a price of \$91,000.00, which is acceptable to the Water Department, and recommended for approval.

This project expense is budgeted in the FY2024-2025 budget.

Council Member Roth stated that he appreciated the work going on in the Cherokee Circle area.

Council Member Roth made a motion to approve the Cherokee Circle Water Line Engineering. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

## **EASEMENTS**

### **20. Easement for SK Battery America's Service Line**

Mr. Lovell stated this easement is required for the construction of SK Battery America's natural gas service line and its acquisition requires four special stipulations on behalf of the property owner, as noted in the easement document. Approval of this amended easement is recommended.

Council Member Cordell made a motion to approve the Easement for SK Battery America's Service Line. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

## **ADDED ITEMS**

### **21. Agreement for Easement Acquisitions**

Mr. Lovell stated the water line easement located at 711 Martin Luther King Dr. is owned by the Maxwell Estate. The city has offered \$1,769.00 for the water line easement. The Maxwell Estate has agreed to fully cooperate with the city and contractors when the work for the water line is scheduled. Approval of this agreement was recommended.

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

### **22. Certificate Dedication of Water Facility – Massell Dr. Apartments**

Mr. Lovell stated this was a certificate of dedication for Massell Dr. Apartments. Approval was recommended.

Council Member Cordell made a motion to approve the Dedication of Water Facility – Massell Dr. Apartments. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

### **23. Resolution**

Mr. Lovell stated on August 18, 2022, the City of Cartersville denied the Ante Litem Notice dated July 26, 2022, from the Evans Law Firm, concerning alleged claims against the City relating to an incident(s) which occurred during the month of February 2022, to the properties owned by Jack House, Myrtle Shook, and Donovan and Tracy Shook. Continuing, he stated that on June 11, 2024, the City of Cartersville received a Cover Letter dated June 11, 2024, and a copy of the Demand for Settlement dated May 23, 2024, from the Evans Law Firm directed to the Cartersville City School District.

Mr. Lovell recommended the denial of the Ante-Litem Notice.

Council Member Cordell made a motion to approve the Resolution denying the Ante-litem notice from Evans Law Firm. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution 23-24

### **24. City of Cartersville 23-24 Insurance Renewal Quote/USIS**

Mr. Porta stated this is the renewal with USIS, Inc.

Council Member Cordell made a motion to approve the 23-24 Insurance Renewal Quote with USIS. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

Mayor Santini stated that the next scheduled meeting would be held on Tuesday, July 2, 2024. The work session would begin at 6:00PM and the regular session would begin at 7:00PM.



**ADJOURNMENT**

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

Meeting Adjourned at 7:35 P.M.

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

ATTEST:

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