

City Council Meeting  
City Hall – Council Chambers  
July 20, 2023  
6:00 P.M. – Work Session  
7:00 P.M. – Council Meeting

## **WORK SESSION**

Mayor Matthew Santini opened Work Session at 6:05 P.M. Council Members discussed each item from the agenda with corresponding Staff Members.

Council Member Cooley made a motion to enter Executive Session for the purpose of Attorney-Client Privilege. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 5-0

Mayor Santini closed Work Session at 6:40 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 Wren.

The City Council met in Regular Session with Mathew Santini, Mayor, presiding, and the following present: Jayce Stepp, Council Member Ward Two; Calvin Cooley, Council Member Ward Four; Taff Wren, Council Member Ward Six; Dan Porta, City Manager; Julia Drake, City Clerk; and Keith Lovell, Assistant City Attorney.

Absent: Kari Hodge, Council Member Ward One; Cary Roth, Council Member Ward Three; Gary Fox, Council Member Ward Five

## **REGULAR AGENDA**

Keith Lovell, Assistant City Attorney, reminded the council members that Mayor Santini would be required to vote at tonight's meeting and that for an item to pass, each agenda item would require four (4) affirmatives to pass.

## **COUNCIL MEETING MINUTES**

### **1. July 6, 2023, Council Meeting Minutes**

Council Member Wren made a motion to approve the July 6, 2023, Meeting Minutes. Council Member Cooley seconded the motion. The motion carried unanimously. Vote: 4-0

## **EMERGENCY READING OF ORDINANCES**

### **2. Extension of Moratorium for Carter Grove Subdivision**

Dan Porta, City Manager, stated the city has been informed that the Bartow County Water System contractor will not be able to complete the water system improvements in this area until September. Due to the delay, it was requested to approve to extend the moratorium on building permits for Carter Grove Subdivision until December 31, 2023. If Bartow County's contractor completes the water system improvements prior to this date, the City Council can lift the moratorium.

Council Member Wren made a motion to approve the emergency reading for the Extension of Moratorium for Carter Grove Subdivision. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 4-0

Reference Ordinance # 59-23

## **CONTRACTS/AGREEMENTS**

### **3. Annual EPD Water Testing Contract**

Sidney Forsyth, Water Department Director, stated the Water Department requests authorization to contract with the Department of Natural Resources Environmental Protection Division (EPD) Drinking Water Program for the period 7/1/2023 to 6/30/2024 and pay the budgeted invoice of \$10,120.00 through account 505.3310.52.1600.

Council Member Wren made a motion to approve the Annual EPD Water Testing Contract. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

### **4. Distributed Generation Agreement for 11 Autumn Canyon Path**

Derek Hampton, Electric Department Director, stated 11 Autumn Canyon Path, residential customer of Cartersville Electric System, installed a roof-mounted solar panel that will interconnect with the City's distribution system.

When a power generation source connects to our distribution system, such as a solar power system, the Electric Department completes a visual inspection and field test to verify all operations meet our guidelines and do not negatively impact our system.

The owner has signed the interconnection agreement and passed the field test. The Electric Department recommended the Council approve the interconnection agreement and authorize the mayor to sign on behalf of the city.

Council Member Cooley made a motion to approve the Distributed Generation Agreement for 11 Autumn Canyon Path. Council Member Stepp seconded the motion. The motion carried unanimously. Vote: 4-0

### **5. Distributed Generation Agreement for Noble and Main**

Mr. Hampton stated Noble and Main, 145 West Main Street, installed solar panels that will interconnect with the City's distribution system. The Electric Department recommended the Council approve the interconnection agreement and authorize the mayor to sign on behalf of the City.

Council Member Stepp made a motion to approve the Distributed Generation Agreement for Noble and Main. Council Member Wren seconded the motion. Motion carried unanimously. Vote: 4-0

## **6. Third Amendment to the Solar Power Purchase Contract**

Mr. Hampton stated the Electric Department requests approval of the third amendment to the Power Purchasing Contract with MEAG Power. The amendment increases our entitlement to an additional portion of the project share due to abandonment by another participant. MEAG has requested expedited approval to maintain the project schedule. The City Attorney approved the amended contract.

Council Member Wren made a motion to approve the Third Amendment to the Solar Power Purchase Contract. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

## **BID AWARD/PURCHASES**

### **7. MV90 Renewal**

Mr. Hampton stated the Electric Department was seeking approval to renew the annual maintenance contract with Itron. Itron's MV-90 software is used to program our larger customers' meters and to download the interval data necessary to prepare the monthly billing. This software analyzes the customers' demands, their consumption and provides the totalization necessary for customers with multiple meters to be treated like a single meter. This renewal is a sole-sourced budgeted item in the amount of \$15,559.99.

Council Member Wren made a motion to approve the MV90 Renewal. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

## **CONTRACTS/AGREEMENTS**

### **8. New Fire Station Topographical Survey**

Scott Carter, Fire Chief, stated the Fire Department requests approval for Croft and Associates, the design engineer for the new Fire Station #5 on Carter Grove Blvd, to complete a topographical survey for the site for \$14,920.00.

Council Member Wren made a motion to approve the New Fire Station Topographical Survey. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

### **9. Highway System Revisions**

Mr. Porta stated Georgia Department of Transportation (GDOT) is planning to revise the State Highway System by adding the State Route 20 (SR 20CO) Connector in the City of Cartersville and Bartow County. GDOT requests for the City of Cartersville and Bartow County to formally accept the roadway(s) into its official system.

Council Member Cooley made a motion to approve the Highway System Revisions. Council Member Wren seconded the motion. Motion carried unanimously. Vote: 4-0

## **10. Municipal Gas Authority of Georgia Contract and Resolution**

Brian Friery, Gas Department Assistant Director, stated sixteen years ago, the Gas System contracted with Southeast Gas Acquisition and Supply Association (aka SEGAS) of Trussville, Alabama, to manage our natural gas supply. With the growing supply demand, it is necessary to seek the expertise of a natural gas supply manager within a consortium of other members. The Municipal Gas Authority of Georgia (aka Gas Authority) serves 79 members in Georgia, Alabama, Pennsylvania, Tennessee, and Florida. Eight years ago, the Gas System became a member of the Gas Authority's Subscribed Regulatory Compliance Service (aka SRCS), and we are confident in their ability to also manage our gas supply.

The Gas System recommended approval of the contract with the Gas Authority to manage the natural gas supply.

Additionally, this resolution will allow the City Gas System to contract with the Gas Authority for the management of the natural gas supply.

This contract was reviewed and approved by the City Attorney's office. Josh Stull, Regional Manager of the Gas Authority, was present to answer any questions.

Council Member Wren made a motion to approve the Municipal Gas Authority of Georgia Contract. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 4-0

## **CONTRACTS/AMENDMENTS**

### **11. Subsurface Exploration and Geotechnical Engineering Evaluation**

Freddy Morgan, Assistant City Manager, stated Geo-Hydro Engineers will provide geotechnical engineering services and an engineering report for the proposed site of the new Fire Station #5. We are asking for Council approval to enter into this agreement.

Council Member Cooley made a motion to approve the Subsurface Exploration and Geotechnical Engineering Evaluation. Council Member Wren seconded the motion. Motion carried unanimously. Vote: 4-0

## **BID AWARD/PURCHASES**

### **12. Pension Fund Investment Advisor Invoice**

Mr. Morgan stated Segal Marco Advisors has submitted their quarterly invoice. This invoice is paid from the Pension fund account in the amount of \$18,000.00 and was presented for approval.

Council Member Cooley made a motion to approve the Pension Fund Investment Advisor Invoice. Council Member Wren seconded the motion. Motion carried unanimously. Vote: 4-0

### **13. Ventilation Fan Replacement for City Garage**

Mr. Morgan stated the ventilation fans at the City Garage facility need to be relocated to the opposite wall to provide better air quality and cooler air temperature in the unconditioned

workspace. The current fan configuration raises the facility's air temperature by 15-20 degrees during the summer. Moving the fans to the opposite wall will allow the fans to pull from a colder air pool and provide better removal of vehicle exhaust from the workspace.

A quote was received for the replacement/relocation of the fans from Earl Hightower Construction in the amount of \$6,500.00 and K-Mac Electric in the amount of \$7,355.00 for the installation of 3-phase power to the new locations. Approval was requested to accept both bids and the total amount of \$13,855.00 to complete the project. This is a non-budgeted item, but workers' compensation health/safety funds will cover the cost.

Council Member Stepp made a motion to approve the Ventilation Fan Replacement for City Garage. Council Member Wren seconded the motion. Motion carried unanimously. Vote: 4-0

#### **14. Annual Membership in the Northwest GA Regional Commission**

Mr. Porta stated the annual membership for Northwest Georgia Regional Commission is due for renewal.

Council Member Wren made a motion to approve the Annual Membership in the Northwest Georgia Regional Commission. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 4-0

Council Member Wren made a motion to add three (3) items to the agenda. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 4-0

#### **15. Purchase of Clearview AI**

Frank McCann, Police Chief, stated the Police Department requests approval to purchase Clearview AI, a facial recognition database used for criminal investigations. The police department does not currently have this type of software to assist in solving criminal cases. This database will increase efficiency and effectiveness.

The initial cost for this database is \$17,894.00. After that, the yearly subscription is \$17,894.00. Clearview AI is a budgeted request, paid utilizing federal asset forfeiture funds. E-save and E-Verify documents are on file.

Council Member Wren made a motion to approve the Purchase of Clearview AI. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 4-0

### **ADDED ITEM**

#### **16. Utility Associates Inc.**

Mr. McCann requested approval to pay Utility Associates Inc. (In car/body cameras) \$95,315.00 for the annual support, maintenance, and cloud storage. The item is budgeted and will be paid for utilizing the general fun and SPLOST.

Council Member Cooley made a motion to approve the Utility Associates Inc invoice. Council Member Wren seconded the motion. Motion carried unanimously. Vote: 4-0

**17. Seized Baby Formula Donation – Resolution**

Mr. Lovell stated the City of Cartersville was seeking an order to release seized baby formula, and to authorize the donation of the seized formula to Advocates for Bartow’s Children, Inc.

Council Member Wren made a motion to approve the Seized Baby Formula Donation Resolution. Council Member Cooley seconded the motion. Motion carried unanimously.  
Vote: 4-0

**18. 178 W. Main Street – Second Amendment to Sales Agreement**

Mr. Lovell stated the agreement being presented would extend the deadline for the real estate purchase and sale agreement to allow all Council Members an opportunity to review the documentation. The approval would extend the deadline from August 1<sup>st</sup> to August 4, 2023.

Council Member Stepp made a motion to approve the 178 W. Main Street – Second Amendment to Sales Agreement. Council Member Wren seconded the motion. Motion carried unanimously. Vote: 4-0

**MONTHLY FINANCIAL REPORT**

**19. May 2023 Financial Report**

Tom Rhinehart, Finance Director, reviewed the May 2023 Financial Report and compared the numbers to May 2022.

Mr. Porta thanked Mr. Rhinehart and his staff for the update.

**ADJOURNMENT**

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

Meeting Adjourned at 7:24 P.M.

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

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