



**CITY OF DAHLONEGA
COUNCIL MEETING
FEBRUARY 5, 2018
6:00 P.M.
MINUTES**

Members Present:

Mayor Sam Norton, Councilmembers Roman Gaddis, Helen Hardman, Bruce Hoffman, Ron Larson, Mitchell Ridley and JoAnne Taylor were present.

Staff Present:

City Manager Bill Schmid, City Attorney Doug Parks, Community Development Director Kevin Herrit, Finance Director Melody Marlowe, Public Works Director Mark Buchanan and City Clerk Kimberly Smith were present. Executive Director of the Downtown Development Authority Jan Harris was present.

Call to Order and Welcome

Mayor Norton called the meeting to order at 6:00 p.m. and thanked everyone for attending.

Prayer and Pledge of Allegiance to the American Flag

The prayer was led by Councilmember Larson. The Pledge of Allegiance to the American Flag was led by Councilmember Hoffman.

Approval of Agenda

Mayor Norton called for a motion to approve the agenda. Motion made by Councilmember Taylor and seconded by Councilmember Larson. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

Public Comment

There were no public comments.

Old Business:

Nomination and Vote for Mayor Pro Tempore for 2018

Mayor Norton called for a motion to confirm Councilmember Ridley as Mayor Pro Tempore. Motion made by Councilmember Gaddis and seconded by Councilmember Hoffman. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

Approval of Policy to Establish Special Event Permit Fees

Downtown Development Authority Executive Director Jan Harris explained the changes in fees for Special Events including Hancock Park Rental, Parades and 5K runs as detailed on the policies and applications being adopted. Those applications and policies will be made an integral part of these minutes.

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Mayor Norton called for a motion to approve the Special Event Fees as presented at the Work Session January 18, 2018 and included in the agenda packet for today's meeting. Motion to approve Special Event Permit Fees as submitted in agenda packet by Councilmember Larson and seconded by Councilmember Taylor. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

Approval of Ethics Board Pool

Mayor Norton called for a motion to approve the list of Ethics Board Pool Members. Councilmember Ridley made a motion to approve the following Ethics Board Pool Members: George Albert, Sally Bell, Jim Carroll, Paul Dunlap, Greg Fender, Gerald Lord, Terry Peters, Ralph Prescott, Alan Roach, Alice Sampson, Susan Smegal, Gary Steffey, Elisabeth Teal and Don Trice. The motion was seconded by Councilmember Hardman. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

2020 S.P.L.O.S.T. Repurposing

Mayor Norton called for a motion to approve repurposing of 2020 S.P.L.O.S.T. list for the City of Dahlonega to 50% for water and sewer infrastructure, 25% for storm water infrastructure and 25% for roads, streets, bridges, resurfacing and improvements Motion by Councilmember Ridley, seconded by Councilmember Taylor. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

Finance Officer Marlowe stated that the Intergovernmental Agreement with Lumpkin County for the 2020 S.P.L.O.S.T. referendum would need to be amended. Mayor Norton asked Finance Director Marlowe to transmit the changes in the 2020 S.P.L.O.S.T. project list to Lumpkin County.

City Attorney Parks said a Special Called Meeting would be necessary to execute the amended Intergovernmental Agreement.

Cemetery Site Sales

Community Development Director Herrit reviewed a proposal from Georgia Mountains Regional Commission to create a grid/plot layout of Mount Hope Cemetery that will show availability of property for new lots at a cost of \$3,500. The project would include two copies of the map created, an updated data base merging the plot layout with existing burials and upload of the plot layout system to the City's software of choice.

Mayor Norton called for a motion to approve funding for grid/plot layout of Mount Hope Cemetery by Georgia Mountains Regional Commission for \$3,500. Motion by Councilmember Ridley to approve payment of \$3,500 to Georgia Regional Mountains Commission for creation of a plot grid layout of Mt. Hope Cemetery, including two copies of map and uploading to City's GIS system. The motion was seconded by Councilmember JoAnne Taylor. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

Establishment of Cemetery Committee

Mayor Norton called for a motion to establish a Cemetery Committee. Motion by Councilmember Taylor to establish a five-member Cemetery Committee and seconded by Councilmember Hardman. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

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Adoption of Final Draft of Charter Amendment

Mayor Norton called for a motion to approve the final draft of amendment to the City Charter regarding special elections and appointments of Councilmembers to fill unexpired terms. Motion by Councilmember Gaddis to approve the final draft of amendments to the City Charter and seconded by Councilmember Larson. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

New Business:

Resolution 2018-01 - Declaration of Official Intent to Reimburse Costs of Acquiring Equipment with Tax Exempt Financing

Finance Director Marlowe explained that this Resolution is basically technical language for financing of a garbage truck. The purchase of the truck was approved in November 2017 and a purchase order was issued in December 2017. When Georgia Municipal Association was contacted for financing options, G.M.A. suggested that the City wait until some tax law changes took effect and when a new financing program will be put into place. That program is not yet finalized, and this Resolution shows the City's intent to finance under the new program once established.

Mayor Norton called for a motion to approve Resolution 2018-01. Motion to approve by Councilmember Larson and seconded by Councilmember Hoffman. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

Mayor Norton asked if this will be an additional truck for sanitation. Public Works Director Buchanan replied, it will roll down and replace the truck that will replace the oldest rear load truck.

Resolution 2018-02 – Amendment to Resolution 2016-7 Regarding Designation of Authority to Enter into and Amend Employment Contracts for Department Heads

Mayor Norton called for a motion to approve Resolution 2016-7. Motion to approve by Councilmember Gaddis and seconded by Councilmember Ridley. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

Joint City County Proclamation Recognizing and Honoring Brian Denney for his Service as Chair of the Dahlonega-Lumpkin County Chamber of Commerce and Visitors Bureau

Mayor Norton called for a motion to approve the Proclamation. Motion to approve by Councilmember Taylor and seconded by Councilmember Gaddis. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

Highlands Trace – Owens Farm Lift Station

Mayor Norton called for a motion to approve the creation of documents with the developers of Highland Trace to begin the process of coming to an agreement outlining the terms of construction of Highland Trace Lift Station and the decommissioning of Owens Farm Lift Station. Motion made by Councilmember Gaddis to approve creation of documents and negotiation for an agreement, seconded by Councilmember Ridley. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

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Department Reports:

Public Works

Public Works Director Buchanan reported that the report is as included in the packet. Mr. Buchanan said Streetscapes is ongoing and close to schedule. Councilmember Taylor asked if the work ongoing is also taking care of ADA compliance issues. Mr. Buchanan replied that all ADA issues that can be addressed are being addressed.

City Marshal

City Marshal Branyon reported that the Marshal's vehicle should be operational by the end of the week and the report is included in the packet.

Water and Waste Water Plants

Mayor Norton said the report is as submitted in the packet.

Finance/Administration

Finance Director Marlowe said the report for Finance and Administration is as presented in the packet.

Councilmember Larson thanked all the departments for operating well within the budget constraints.

Community Development

Community Development Director Herrit said the report for Community Development is as presented in the packet.

City Clerk Kimberly Smith administered the Oath of Office for Historic Preservation Member to Karl Goellner.

Dahlonega Downtown Development Authority

Executive Director of the Downtown Development Authority Harris said the report for the Downtown Development Authority is as presented in the packet.

City Clerk Kimberly Smith administered the Oath of Office for Downtown Development Authority Member to DeEnna Walters.

Mayor Norton called for a motion to appoint Karl Gollener to the Historic Preservation Commission and DeEnna Walters and Sabrina Walker to the Downtown Development Authority Board. The motion was made by Councilmember Gaddis and seconded by Councilmember Larson. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion carried unanimously.

Comments:

City Manager Comments

City Manager Schmid thanked Council and City Staff for their support, comments, calls and cards during his recuperation. He is seeing improvement already and is anxious to return to work as soon as possible.

City Attorney Comments

City Attorney parks said he would defer any comments until after the executive session.

City Council Comments

Councilmember Gaddis asked the status of MuniCode going live. Finance Director Marlowe said the plan is to put additional resources forth to have the code ready for adoption at the March 5, 2018 Council meeting.

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Councilmember Larson said that Dahlonega Lumpkin County Chamber President Robb Nichols and he attended Lumpkin County Day at the Georgia State Capitol on Monday January 29, 2018. They had an opportunity to meet with Senator Gooch, Representative Tanner and hear from Secretary of State Brian Kemp. During a presentation on the floor the Senate presented Resolution 590 and the House of Representatives presented Resolution 895, both recognizing January 29, 2018 as Dahlonega Lumpkin County Day at the Capitol.

Councilmember Gaddis asked the status or result of intern Kaitlyn Mee being in Dahlonega researching and working on establishment of a new historic district. Community Development Director Herrit replied that Ms. Mee sent him an outline of what she is working on and he will be meeting with her and possibly her professors about the project.

Mayor Comments

Mayor Norton congratulated Councilmember Larson and said he wanted to give special recognition to Councilmember Larson for receiving the Certificate of Achievement at Mayors' Day.

Mayor Norton asked Dahlonega Lumpkin County Chamber President to include Councilmember Hardman on all Chamber emails. Councilmember Hardman will be the tourism contact for the City.

Mayor Norton commended Councilmember Hardman for her work on the Trails Grant.

Mayor Norton said Georgia Municipal Association has implemented training for Service Delivery Strategy negotiations between cities and counties. He was proud to report that the City and County work very diligently together to develop the Service Delivery Strategy for our area.

Mayor Norton recognized Lumpkin County Commissioner Bobby Mayfield who was present in the audience.

Mayor Norton said he has been asked to serve on the Georgia Municipal Association's Board of Directors.

Executive Session for Litigation

Councilmember Taylor made a motion to go into Executive Session for litigation, seconded by Councilmember Hardman. Mayor Norton called for a vote of those in favor to signify so by saying aye, like sign for those opposed. The motion Executive Session began at 6:50 p.m. Council member Gaddis made a motion to come out of Executive Session and reconvene the Regular Council Meeting, seconded by Councilmember Taylor, approved unanimously.

The Regular Council Meeting reconvened at 7:40 p.m. No action was taken during or as result of Executive Session.

Adjournment

Councilmember Taylor made a motion to adjourn the meeting, seconded by Councilmember Larson, approved unanimously. The meeting adjourned at 7:41 p.m.

Approved this _____ day of _____, 2018.

_____ Sam Norton, Mayor

Attest: _____ Kimberly A. Smith, City Clerk