



**CITY OF DAHLONEGA
COUNCIL MEETING
MARCH 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, City Marshal Jeff Branyon, and Assistant City Clerk Mary Csukas were present. Downtown Development Program Director Danielle Bell 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

Prayer led by Councilmember Larson. Pledged by Councilmember Hardman.

Approval of Agenda (as amended at the request of the Mayor)

Mayor Norton called for a motion to approve the agenda as amended. Motion made 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

Announcements and Public Comments – (Please limit to three minutes)

No public comments

Service Recognition

Mayor Norton praised the citizens who have volunteered their time and service to City of Dahlonega and wished to thank them for their service. Mayor Norton stated that service is exactly that; Service on a committee means sacrifice of time and effort on the part of the citizen. Mayor Norton also pointed out that City Government is not run by the people on this Council, and that it is run by the staff and volunteers of the community

Mayor Norton presented Ralph Prescott, Historic Preservation Council committee member and Jimmy Anderson, Historic Preservation Council committee member with a Certificate of Appreciation.

Audit Presentation

Presentation of Audit and Comprehensive Annual Financial Report (CAFR) for Fiscal Year End September 30, 2017-
Rushton & Company CPA's

Mr. Chris Hollifield of Rushton & Company was the presenter of the Audit and Comprehensive Annual Financial report for fiscal year 2017. Mr. Hollifield stated that the Audit was a very good report and did not show any comments or deficiencies. The CAFR will be presented to the Government Finance Officers Association.

Councilmember Larson pointed out that during Mr. Hollifield's presentation, concerning tap fees on page 8, that the major part of that operating revenue came from the Highland Trace payment. Mr. Hollifield had attributed these payments largely to the University of North Georgia.

Councilmember Taylor pointed out a typographical error on page 9 under Operating expenses. Revenue and Expense numbers were reversed on the report. Mr. Hollifield agreed with this assessment.

Councilmember Gaddis asked for clarification concerning the numbers on page 8; the unassigned funds are separate from the General funds. Mr. Hollifield agreed with this assessment.

Mayor Norton stated that often time, the information given in the Audit Reports is not wanted, but these Audits keep the accounting department true, professional and honest.

Councilmember Ridley pointed out, with the assistance of Mr. Hollifield, the remarkable achievement the City of Dahlonega has maintained with 10-year track record of being in the top category with the Government Financial Officers Association. Mr. Hollifield reiterated that less than 30% of the city of Georgia fall into the group.

Approval of Minutes

Mayor Norton pointed that Councilmember Taylor had addressed an issue of a typographical error on the February 5-2018 meeting Minutes; it was corrected.

Mayor Norton called for a motion to approve all five of the meeting Minutes on the agenda. Motion made by Councilmember Larson to approve January 2, 2018 Regular Council Meeting, January 18, 2018 Work Session Meeting, February 5, 2018 Regular Council Meeting, February 12, 2018 Special Called Meeting and February 12, 2018 Work Session Meeting. Councilmember Hardman seconded the motion. 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.

Old Business

Ordinance 2018-01, Adopting and Enacting a New Code for the City of Dahlonega

Mayor Norton called for a motion to approve Adopting and Enacting a New Code for the City of Dahlonega. Motion made by Councilmember Gaddis to approve and seconded by Councilmember Taylor.

City Attorney Parks asked the motion to be amended to include Ordinance 2018-01 (continued); An Ordinance to Establish a Uniform Schedule of Fees and Cost for the City of Dahlonega.

Mayor Norton called for a motion to amend the motion to include Ordinance 2018-01 (continued). Motion made by Councilmember Gaddis- to amend the motion to include Adopting and Enacting a New Code and the Uniform Schedule of Fees 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.

Councilmember Larson restated, to the audience, the significance of the MuniCode and how it will allow all the Ordinances to more accessible on line in the near future; this project was over two years in the making.

Ordinance 2018-02 Amending Ordinance 2016-12 Alcohol License Fees, Class I, Wholesale Wine Licenses

City Attorney Parks stated Ordinance 2016-12 Alcohol License Fees, Class I, Wholesale Wine Licenses allows a decrease in cost, of a Wholesale License. If you already have, Manufactures License, it changes the price from \$1000.00 to \$500.00, which is a 50% reduction.

Mayor Norton called for a motion to approve Amending Ordinance 2016-12 Alcohol License Fees, Class I, Wholesale Wine Licenses. Motion by Councilmember Ridley to approve 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.

Mayor Norton gave a background on the evolution of this Ordinance 2018-02. During a previous Work Session, Accent Cellar's a Wholesale Manufacturer in Dahlonega, brought to the attention of Council a need to review the current fee structure pertaining to Wholesale Licenses.

Councilmember Gaddis asked during open discussion is Accent Cellars agreed with the new fee structure of the 50% reduction; City Attorney Parks stated it was acceptable

Wimpy Mill Park Sketch 2018-02-21

Mayor Norton asked City Manager Schmid to present the Wimpy Mill conceptual drawings. City Manager Schmid stated that Council approved, in this year's budget, up to \$30,000 for improvements to Wimpy Mill Park. At his direction, City Engineer Buchannan drafted the conceptual plans in review to include Asphalt work in right of way, a gravel parking lot, and incorporated 4 picnic tables on pads with associated trash receptacles. The estimated cost would be \$15,000.

City Manager Schmid stated that these plans will not limit options moving forward with the current Wimpy Mill Parks Grant application. The expectation is to receive direction sometime in April 2018. The improvements, outlined in the conceptual drawing, will be incorporated into the overall project with the Grant application. City Manager Schmid requested approval of the conceptual drawings, so Staff has direction to proceed.

Mayor Norton called for a motion to approve. Motion made by Councilmember Ridley to approve 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.
Discussion at Work Session March 15, 2018 to rename park.

Councilmember Hoffman noted that several different signage is included in the conceptual drawing; City Manager Schmid agreed.

Councilmember Ridley stated that Wimpy Mill Park is part of the Trail System. City Manager agreed and stated that this location was the logical terminus for the trail, as it comes down North Grove Street from the Square. The associated sidewalk project will begin soon. Councilmember Ridley inquired about the status of the Grant for the trail system. City Manager Schmid stated we have a strong application for the first-round competition in April.

Councilmember Ridley asked for consideration of a name change for Wimpy Mill Park. Mayor Norton agreed and asked that this consideration be added to a Work Session for discussion.

Cemetery Committee Appointees

Mayor Norton outlined the need for cemetery committee appointees as follows;
First, it is a Charter identified committee that has never been enacted, to his knowledge, since the conception of the City of Dahlonega Charter. This oversight has been either overlooked or not deemed necessary. Individuals with knowledge of Mount Hope and Memorial Cemetery will agree that this will be a very worthwhile committee. Second these individuals will be blank holders, they will be the very first members and can identify themselves as the original committee.

Finally, this committee will be associated with assisting the Council on formulating the by-laws and with the direction of the committee going forward. The City Manager will assist with the organization of this committee.

Mayor Norton asked that the 5 committee members step forward to be sworn in, this is a Charter Organization.

Assistant City Clerk administered the Oath of Office to appointees;
Chairperson Christopher P. Worick
Bryson Wilkins
Jane Mellor
Terry D. Grizzle

Mayor Norton asked that the Cemetery Appointees to come forward for a group picture.

New Business:

Resolution 2018-03 Opioid Crisis

City Attorney Parks stated that several his colleagues of the City Attorney section of Georgia Municipal Association pointed out to him and other cities the need for some form of awareness of the Opioid Crisis. As shown by the

statistics reflected in the ordinance, this issue is becoming more impactful in many communities in the human toll and costs in a governmental sense.

Mayor Norton called for a motion to approve. Motion made by Councilmember Hoffman to approve 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.

Councilmember Gaddis asked for clarification of the section of the Resolution that stated the need to be awareness of the crisis; what are our plans.

Mayor Norton stated that one form of awareness will be from GMA. The plan is to take the Resolutions enacted in the Cities in Georgia to the Legislative body to raise awareness.

City Attorney Parks stated that this Legislative body is the policy side that will pass laws and treatment centers to raise awareness.

Mayor Norton recognized this plan but understood that Councilmember Gaddis was asking for something in our community. This consideration will be added to a Work Session for discussion.

Approval of Temporary Special Event Alcohol License for Chestatee Artists, Inc.

Mayor Norton called for a motion to approve the Special Event License for the Dahlonega Arts and Wine Festival, May 19-20, 2018, Sale of Wine for Consumption on Premises and Wine Package Sales. Motion made by Councilmember Gaddis to approve and seconded by Councilmember Larson. Mayor Norton called for a vote of those to signify so by saying aye, like sign for those opposed. The motion was approved unanimously.

Approval of Temporary Special Event Alcohol License for Bear on the Square Mountain Festival, Inc.

Mayor Norton called for a motion to approve the Special Event License for the Bear on the Square Mountain Festival, April 20-22, 2018, Sale of Beer, Wine and Cider for Consumption on Premises and Package Sale of Wine and Cider. Motion made by Councilmember Gaddis to approve 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.

Ordinance 2018- Amending Ordinance 2016-12 Alcohol Regulations, Allowing Sunday Sales Commencing at 11:00 am City Attorney Parks requested deferral awaiting Legislature Action.

Bruce Hoffman – Veterans Day Holiday

Councilmember Hoffman stated the need to create a Veterans Day, as new holiday at City Hall. The Holiday must fall on a Monday thru Friday to match the County's policy.

Mayor Norton called for a motion to approve. Motion by Councilmember Hoffman to approve 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.

Andre V. Gonzales – UNG

Mayor asked Mr. Gonzales to present his City and community work management software project.

Mr. Gonzales created his software project to improve safety across Dahlonega. The mobile application will allow a user to identify an issue, such as a pot hole and report the exact location on to an interactive map. This information would be electronically sent to the appropriate department with City Hall. If multiple users reported an issue, it would be moved up the priority board of the program, for greater awareness. The goal of this project is increase the productivity of the Dahlonega officials and assist residents and visitors with the improvement of City of Dahlonega. This would be a joint project between the University of North Georgia and the City of Dahlonega.

Councilmember Hoffman asked if the user reporting an issue, would know if the issue had been reported already. Mr. Gonzales stated no, the idea is to have multiple reporting's, so the issue would move up the propriety board. Without this veiled aspect, the concept of the priority board would not be utilized. Councilmember Hoffman asked the future of this mobile application, Mr. Gonzalez stated that it is limitless on reporting all types of issues, from street signs to street lights. Councilmember Hoffman asked if this platform would allow users to a call the City Hall desk and allow the issue to be logged by the receptionist. Mr. Gonzalez stated that yes, this is the long-term plan of the application.

Councilmember Gaddis stated that a system was in place currently, at City Hall to log these issues. City Manager Schmid stated that the mobile platform is more sophisticated and would be a compliment to the system in place. City Manager Schmid stated that the hope was integrate this with the updated Website currently also under review for updating.

Mayor Norton stated that this concept would need to be moved to Work Session for discuss later.

Councilmember Taylor asked if the Way Finder application currently used in the City would be integrated with his mobile application. Mr. Gonzales stated that at this time these two apps would be stand alone.

Councilmember Ridley asked if residents could be identified by water bill accounts. Mr. Gonzales explained that each user would be identified by the IP address of the mobile application.

Councilmember Gaddis said that City Employees, during the work day, would be able to use their mobile device to log issues found throughout the city.

Mayor and Council will discuss further at a future Work Session

Department Reports:

1. Public Works
2. City Marshal
3. Water and Waste Water Plants
4. Community Development
5. Dhalonega Downtown Development Authority
 - A). Wayfinding Sign updateDDA Program Director Danielle Bell expecting update from vendors by March 7.
6. Finance/Administration
7. Financial Statements

Comments:

1. City Manager Comments

City Manager Schmid stated that Streetscape Project is on task. Topics of choice for Joint Meeting with Lumpkin County should be forwarded to his attention. His return to full duties will be around March 19.
2. City Attorney Comments

Charter Amendment is ready to be signed
3. City Council Comments

Councilmember Ridley asked for an update on N Grove Crosswalk. City Manager Schmid will follow up with Public Works Director Buchanan. Councilmember Ridley asked for an update on the Skyline asphalt project. City Manager Schmid will discuss with contractor. Councilmember Gaddis stated we needed to discuss Alcohol License applications at Work Session on March 15, 2018; Aramark is requesting an alcohol license for UNG Convocation Center.
4. Mayor Comments

Special Called Meeting March 15 to consider approval of Alcohol Permit

Executive Session

1. Discussion of Pending Litigation

Motion to go into Executive Session by Larson, second by Taylor, approved unanimously
Meeting adjourned at 7:15 pm to Executive Session
The Regular Council Meeting reconvened at 7:50 pm. No action was taken during or as a result of the Executive Session

Adjournment

Motion by Councilmember Taylor, second by Hardman, approved unanimously

Approved this _____ day of _____, 2018.

_____ Sam Norton, Mayor

Attest: _____ Mary Csukas, Assistant City Clerk