



**CITY OF DAHLONEGA COUNCIL  
MEETING MINUTES  
June 5, 2017 6:00 P.M.**

**Call to Order**

Mayor McCullough called the June 5, 2017, Council Meeting to order. Council Members Michael Clemons, Bruce Hoffman, Ron Larson, Sam Norton, Mitchell Ridley, Roman Gaddis, and Major Gary McCullough were present. City Manager Bill Schmid, City Attorney Doug Parks, Finance Director Melody Marlowe, Public Works Director Mark Buchanan, and DDA Director Rebecca Shirley were present. Assistant City Clerk Mary Csukas was present.

**Prayer and Pledge of Allegiance to the American Flag**

The prayer was led by Council Member Larson. Council Member Gaddis led the Pledge of Allegiance to the American Flag.

**Agenda Approval**

Mayor McCullough called for a motion to approve the agenda. Council Member Norton made a motion to approve. Council Member Larson seconded, and the motion was approved by all. An earlier discussion by City Manager called for the agenda to be amended to allow for two appointments by the Mayor within the city staff; Mayor McCullough will discuss during his Comments. Council Member Larson amended his approval to accept. Council Member Norton seconded, and the amended agenda was approved by all.

**Announcements**

Mayor McCullough called for comments by the public. There were no comments from the public.

**Minute Approval**

Mayor McCullough called for a motion to approve the Meeting Minutes from May 1, 2017. Council Member Norton made a motion to approve. Council Member Ridley seconded, and the motion was approved by all.

**Department Reports**

Mayor McCullough called for discussion concerning the monthly reports. No discussion.

**Annual Public Defenders Service Contract**

City Attorney Parks informed of the Annual Public Defenders Service Contract renewal. It will have the same consideration as last year. Lumpkin County is the escrow agent for the joint common effort of the four County Circuit, but each County holds independent financial responsibility. Mayor McCullough called for a motion to approve the Service Contract. Council Member Clemons made a motion to approve. Council Member Norton seconded, and the motion was approved by all.

### **Highland Trace Inspections for Lumpkin County**

City Manager Schmid informed Council that Highland Trace Inspections will be performed through a building inspection contract with Charles Abbott Inc. to ensure proper construction of the buildings. The anticipated \$13,000 contract will provide for 50 fee inspections, with reimbursement by developer past that amount. Mayor McCullough asked if there were any questions, with none then a motion to approve. Council Member Ridley approved the motion. Council Member Larson seconded the motion with approval by all.

### **Special Event Request- Spirits Tavern "Tap Takeover and Fundraiser"**

Council Member Hoffman asked if staff recommendation was in place. DDA Director Rebecca Shirley explained staff recommendation of the Special Event -Spirits Tavern; amended Special Request to include 3-parking spaces', and, the Health and Fire Inspections to be conducted after approval by Council. Staff recommendation includes that the City Attorney Parks and Staff will ensure the inspections were in place before the actual event on June 24<sup>th</sup>, 2017. City Manager Schmid included that the 3-parking space amendment is due to the Tent size. The Special Event would be charged a \$50.00 space fee and a cleaning deposit of \$100.00 due to the cooking aspect of the Special Event.

Mayor McCullough asked for motion to approve and any discussion. Council Member Clemons asked for a motion to allow the Event but discuss a more inexpensive fee for 3-parking spaces, not \$50.00 per space. Council Member Gaddis seconded the motion but for discussion. Council Member Gaddis asked for an understanding of Sidewalk Special Events in Downtown Dahlonega. Council Member Hoffman showed concern for Sidewalk Special Events and the impact on Downtown Dahlonega. These events should be standardized. Council Member Norton required explanation by City Attorney Parks for the insurance aspect of the Special Event.

Conclusion of the discussion showed the \$50.00 fee was for all three spaces and the \$100.00 cleaning fee would be returned if the area was cleaned properly. All insurance requirements were met by Spirit Tavern. Special Events conducted as sidewalk special events were being standardized per City Manager Schmid. Council Member Clemons amended his motion to approve staff recommendation due to clarification. Council member Gaddis seconded the approval. Mayor McCullough asked for further discussion. None followed. The motion was approved by all.

### **Short Term DDA Support**

City Manager Schmid is requesting Council allow Mayor McCullough to enter into an agreement with the professional firm Georgia Downtowns to assist with the DDA department during the search for a new DDA Director. The firms' principal, Joel Cordell, will assist for 30-45 days while the search is conducted. Mayor McCullough called for a motion to approve. Council Member Norton made a motion to approve. Council Member Gaddis seconded, and the motion was approved by all.

### **Mayor Comments**

Mayor McCullough made a recommendation to add Bill Schmid as temporary Zoning Administrative Officer, for the position recently vacated by the retirement of Chris Head. The motion was made by Council Member Gaddis and seconded by Council Member Larson. The motion was approved by all. Mayor McCullough made a recommendation to add Melody Marlowe as second Assistant City Clerk. This position is open with the departure of DDA Director Rebecca Shirley. The motion was made by Council Member Ridley and seconded by Council Member Norton. The motion was approved by all.

**City Manager Comments**

City Manager Schmid, with comments from Public Works Director Mark Buchanan confirmed the advertisement of the two portions of the Streetscape by or near June 16<sup>th</sup> and July 21<sup>st</sup>.

**City Attorney Comments**

City Attorney Parks stated a need for an extension and ratification of the Farm Winery License for Accent Cellars. This final extension needs to be addressed at a Special Call Meeting before the next Work Session Meeting. The Winery still needs time to complete federal issues with the Winery License to meet our time limit for the License.

**City Council Comments**

Mayor McCullough asked for Council comments. Council Member Clemons stated the Town of Dahlenega was looking beautiful due to the work completed by the Public Works Department; he did not agree with a business persons' comments to the contrary stated in recent emails. Council Member Norton asked the Public Works Department to see if the Water Wheel could be turned on despite the water restrictions; the water is recycled.

**Adjournment**

Mayor McCullough asked for a Motion to adjourn. Council Member Ridley made a motion to adjourn. The motion was seconded by Council Member Hoffman, and the meeting was adjourned.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_ Gary McCullough, Mayor

Attest: \_\_\_\_\_ Mary Csukas, Assistant City Clerk