



**CITY OF DAHLONEGA  
APRIL 21, 2016  
4:00 P.M.  
WORK SESSION  
MINUTES OF MEETING**

The Dahlonega City Council met for a work session meeting Thursday, April 21, 2016 at 4:00 p.m. at City Hall. The following Council Members were present: Michael Clemons, Roman Gaddis, Bruce Hoffman, Ron Larson, Sam Norton, Mitchell Ridley and Mayor Gary McCullough. City Manager Bill Schmid, City Attorney Doug Parks, Public Works Director Mark Buchanan, Planning Director Chris Head and City Clerk Kimberly Smith.

**Ordinance 2004-3 Amendment One**

There was discussion regarding proposed Ordinance 2004-3, Amendment 1, an ordinance to amend Ordinance 2004-3 entitled "City of Dahlonega Ethics Resolution for City of Dahlonega Council Members and Employees". Council Member Bruce Hoffman said the proposed ordinance in the material he received for the work session did not have the language changes he requested. City Attorney Doug Parks said the requested language was in the ordinance emailed to Mayor and Council Monday, April 18, 2016 and copy provided today at the meeting.

**Server Permits**

Council Member Norton said he asked for review and discussion of server permits. There was discussion of the following: cost of permits; pros and cons of servers wearing permit id's while serving alcohol; purpose of having a background investigation as stipulation of issuing a server permit; percentage of applicants who do not receive permits being approximately 5% why permits are not required for those serving food only; necessity of having safeguards in place any time alcohol is sold or served; other jurisdictions requiring similar permitting; server permits being recommendation of many law enforcement agencies; the city's cost to process and print the permits; city procedure for verifying compliance with server permits and penalty of servers not having permits being the responsibility of the alcohol license holder not the server.

It was the consensus of Mayor and Council to make no changes to the ordinance governing server permits at this time.

**Application for Off Premises Catering Alcoholic Beverage Catering Permit submitted by Bratzeit, LLC**

This item was removed from the agenda.

**Phase One Streetscape Utility Trenching and Reconnection Advertising**

Public Works Director Mark Buchanan explained that this is a part of phase one of the Streetscape project. This portion of work is estimated to cost approximately \$75,000.00 and is ready to be advertised for bid.

**CITY OF DAHLONEGA  
APRIL 21, 2016, 4:00 P.M.  
WORK SESSION  
MINUTES OF MEETING  
PAGE 2**

**Phase One Streetscape Bid Recommendation**

Public Works Director Mark Buchanan said that the low bidder for this project was Tri States, Inc. who bid \$1,316,979.77. It is the recommendation of staff to award the bid to Tri States, Inc.

There was discussion regarding the bid being approximately \$320,000.00 over the amount budgeted for the project; additional funds being available in reserve fund balance that would leave fund balance slightly below \$3,000,000.00 depending on some other pending items.

Discussion continued including reason for the lowest bid being 34% higher than anticipated being due to material costs and period of project from inception to current date being eight years.

City Manager Bill Schmid stated phases two and three of Streetscapes will run consecutively to phase one and if funding is not available for the city's portion of those phases there is the option not to continue. Schmid said the council can approve or not approve the lowest bid for phase one, however denial will necessitate funds already received by the city from Georgia Department of Transportation to be returned.

City Manager Schmid explained estimates for projects such as Streetscapes are calculated from database information stored by Georgia Department of Transportation and the city's Streetscapes project will now become a part of that database

Mayor McCullough directed this item to be on the May 2, 2016 Regular Council Meeting agenda for approval.

**Resolution 2016-5 A Resolution of the City of Dahlonega for Mid-Year Budget Amendment of Fiscal Year 2016**

City Manager Schmid told Mayor and Council that they received a copy of the resolution in their agenda packets, it is similar to previously approved budget amendments and recommends the practice going forward to include mid-year and possibly quarterly budget amendments. City Manager Schmid explained that now having a 12-month rolling budget and 12 month actuals, which provide more confidence in the process, makes the budgeting process easier and should make the process for 2017 budget more accurate an easier.

**Application for additional 2016 Local Maintenance and Improvement Grant Funding**

Public Works Director Mark Buchanan told Mayor and Council that the Georgia Department of Transportation has come back to the city with additional funding for this grant and the city can get \$50,000.00 if the city supplies matching funds of \$15,000.00.

It was consensus of Mayor and Council to go forward with additional Local Maintenance and Improvement Grant Funding.

**Waste Water Plant Renovation Contract**

City Manager Schmid introduced Bob Fumberg of W.K. Dickson. Mr. Fumberg stated there were seven plan holders, five of which submitted bids for this project. Mr. Fumberg said the low bidder was Higdon Construction \$2,495,125.00 and with the addition of engineering, observation and administrative costs of 5% and pieces of equipment that have been identified as in need of replacement the total budgeted proposed for the project is \$2,946,185.00.

**CITY OF DAHLONEGA  
APRIL 21, 2016, 4:00 P.M.  
WORK SESSION  
MINUTES OF MEETING  
PAGE 3**

City Manager Schmid said funding for the project is \$600,000.00 anticipated in the 2008 series bonds that has been in reserve drawing interest and an allocation in 2014 S.P.L.O.S.T. fund of \$3,000,000.00, which will make it possible to use monies that have been anticipated and appropriated. City Manager Schmid said cash flow will be monitored closely to allow the use of reserve funds that will be reimbursed with S.P.L.O.S.T. funds as they are received.

Mr. Fumberg said the bid includes a new cost portion of approximately \$177,000.00 for to sludge removal.

City Manager Schmid said this renovation will put the plant at 1.4 million gallon per day capacity and meet E.P.D. mandate requirements.

This bid award will be formally approved on the May 2, 2016 Regular Council Meeting.

**Change to Pension Plan to designate City Clerk as Pension Board Secretary**

City Manager Schmid explained that this is a procedural item and his recommendation is to have the City Manager and City Clerk as primary named officials on the pension plan.

City Clerk Kimberly Smith advised that this change can be done by letter to Georgia Municipal Employee Benefits

Mayor McCullough reported on items discussed at the District 2 Spring Listening session.

Mayor McCullough adjourned the work session to go into Special Called Meeting at 4:49 p.m.

Respectfully Submitted,

Kimberly A. Smith