

CITY OF CORNELIA
MINUTES OF COMMISSION MEETING
JULY 11, 2017

The Cornelia City Commission met in a Workshop Session on Tuesday, July 11, 2017 at 5:30 PM in the Conference Room at City Hall, Cornelia, GA. Mayor Pro-Tem Wesley Dodd, Jr. and the following members were present: Commissioners Don Bagwell, Tony Cook, and Janice Griggs. Also present: City Manager Donald Anderson, Jr., Human Resource Manager Diane Feorino, and Secretary to the City Commission Janie N. Henderson. Mayor Irby and Attorney Campbell were not present.

City Manager Anderson explained that he has two items to add to the agenda and that the city engineer was present to explain these items. City Engineer Marty Boyd was present to explain the Change Order and Final Pay Request for Gator Dredging for the Hazel Creek Reservoir Dredging Project. He also provided additional information on the Wastewater Treatment Plant Clarifier Project and the Raw Water Reservoir Intake Screen Rehab. He explained that the order has been placed for the new clarifier and that bids have been opened for the contractor to make the installation when it is ready. Three bids were received and evaluated and the method used was explained in the handout. This is made an integral part of these minutes as an attachment. He explained they also included the Raw Water Reservoir Intake Screen Rehab in the RFP. They are recommending Allsouth Constructors, Inc. be awarded the contract in the amount of \$50,093; the WWTP Clarifier Rehab is \$39,734 and the Reservoir Intake Screen Rehab is \$10,359.

City Manager Anderson went over the other items on the agenda and further explanation was given if needed.

Commissioner Griggs made the motion to go into Executive Session at approximately 6:40 PM to discuss Real Estate; seconded by Commissioner Cook. Approved 4 – 0.

Commissioner Bagwell made the motion to close the Executive Session and open the meeting at approximately 6:50 PM; seconded by Commissioner Cook. Approved 4 – 0.

The Mayor Pro-Tem and Commission adjourned to the Municipal Room at approximately 6:55 PM.

Janie N. Henderson, Secretary to the
City Commission

Wesley Dodd, Jr.,
Mayor Pro-Tem

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The Cornelia City Commission met in Regular Session on Tuesday, July 11, 2017 at 7 PM in the Municipal Court Room. Mayor Pro-Tem Wesley Dodd, Jr. called the meeting to order with the following members present: Commissioners Don Bagwell, Tony Cook, and Janice Griggs. Mayor Irby was not present. Also present: City Attorney Steve Campbell (he arrived at approximately 7:20, he was caught in Atlanta Traffic), City Manager Donald Anderson, Jr., Human Resource Manager Diane Feorino, and Secretary to the City Commission Janie N. Henderson.

Commissioner Bagwell gave the invocation. Mayor Pro-Tem Dodd led the Pled of Allegiance.

Approval of the Agenda – City Manager Anderson requested the agenda be amended to include the Gator Dredging Reservoir Change Order under the Consent Agenda, and the WWTP Primary Clarifier Replacement Project and Raw Water Reservoir Intake Screen Rehab, Library Board Appointment and the Windstream Property Purchase under the New Business, and Remove Executive Session for Real Estate. Commissioner Cook made the motion to approve the agenda as recommended by City Manager Anderson; seconded by Commissioner Griggs. Approved 4 - 0. City Manager Anderson stated that the Executive Session was held during the Workshop Meeting and that is why the Windstream Property Purchase was added to the agenda.

Commissioner Bagwell made the motion to approve the June 6th, 2017 Commission Meeting Minutes as submitted; seconded by Commissioner Griggs. Approved 4 – 0.

Commissioner Cook made the motion to approve the June 20th, 2017 Called Commission Meeting Minutes as submitted; seconded by Commissioner Bagwell. Approved 4 – 0.

Community Development Report - Community Development Manager Jessie Owensby came forward to give her June Report. She highlighted some of the activities that occurred during June and future events. A copy of her report is made an integral part of these minutes.

Public Forum – None heard.

Commissioner Cook made the motion to adopt Ordinance 06-17-01, Amendment to Chapter 40 of the Code making it mandatory that all new water services or anytime an existing water service is repaired or replaced that a Backflow Prevention Device is installed; seconded by Commissioner Griggs. Approved 4 – 0.

Mayor Pro-Tem Dodd opened the Public Hearing for the Abandonment of Market Street and Branch Street. They are unopened rights of ways that have never been open for public use and they dead end into Fieldale Property. Fieldale Attorney Clayton Franklin came forward to speak in favor of the action. He thanked the Commission for their continued support. Attorney Franklin stated that they are in support of closing the streets and that they own the property. These streets adjoin Irvin Street and the other end adjoins Faye Street, which they also own, and that section has been closed for over 2 years. He said the streets have never been opened and used, it gives them options for future growth, they can fence off the remainder of their property and it will add additional parking options. Mayor Pro-Tem Dodd asked if there were any further comments in favor of the closure and none were heard. He asked if there were any comments against the closure and there were none. Mayor Pro-Tem Dodd closed the Public Hearing.

Commissioner Bagwell made the motion to adopt Resolution 07-16-02 and approve the Certification of Abandonment of Market Street and Branch Street which declares said streets abandoned and certifies that said streets are no longer a part of the municipal street system of the City of Cornelia; seconded by Commissioner Cook. Approved 4 – 0.

Commissioner Cook made the motion to approve the Consent agenda, which included: (1) City Manager's Monthly Report, (2) Resolution 07-1-01, Abandon Water Line Easement at 1100 Chase Road, (3) Gater Dredging Reservoir Change Order, (4) Cornelia Library Board Appointment of Jessie Owensby; seconded by Commissioner Griggs. Approved 4 – 0.

Architectural Services for Municipal Complex – City Manager Anderson explained that we received 6 responses to our RFQ for Architectural Services for our new Municipal Complex. We, with the help of Carter & Sloope developed a matrix to rate the proposals, and those factors are included in the attached letter of recommendation. Based on these results we chose 2 firms, Jericho and Croft to interview and tour some of their projects. So based on all of these factors we recommend that we award Phase I of this project to Jericho for \$18,000. Commissioner Bagwell made the motion to award Jericho with Phase I for the Architectural Services of the New Municipal Complex for \$18,000; seconded by Commissioner Cook. Approved 4 – 0.

Ordinance 07-17-01, Amendment to Chapter 6 - City Manager Anderson stated this is an amendment to our alcohol ordinance to change the food sale requirements from 50% to 25% in the Central Business District (CBD). The ordinance originates from a recommendation from the Downtown Development Authority. Commissioner Cook made the motion to post Ordinance 07-17-01, Amendment to Chapter 6 of the Code; seconded by Commissioner Griggs. Approved 4 - 0.

Paving Projects for 2017 – City Manager Anderson stated that we had 5 contractors submit bids for the 2017 Paving Projects. The low bidder was Onsite Paving in the amount of \$139,370.08, and will be paid by SPLOST Funds designated for street re-surfacing. Commissioner Cook made the motion to award the 2017 Paving Projects to Onsite Paving for \$139,370.08 and to pay from SPLOST Funds; seconded by Commissioner Bagwell. Approved 4 – 0.

Wastewater Treatment Plant Clarifier & Raw Water Reservoir Intake Screen Rehab – City Manager Anderson explained that the WWTP Clarifier Project was approved at the June Meeting and that the order has been placed for the clarifier. We have since advertised for bids for the installation part of the project. Three Bids were received and evaluated. Included in the RFP was to replace the trash rack at the existing Raw Water Reservoir Intake Structure. When the proposals were received from the contractors and points tabulated based on the attached recommendation of Carter & Sloope and city staff, it was determined that Allsouth Constructors, Inc. is the best choice. The total cost of both projects is \$50,093.00; the clarifier rehab is \$39,734 and the intake screen rehab at the Raw Water Reservoir is \$10,359. Commissioner Bagwell made the motion to award the contract to Allsouth Constructors, Inc. for \$50,093, the WWTP Clarifier in the amount of \$39,734 and the Raw Water Reservoir Intake Screen Rehab for \$10,350; seconded by Commissioner Cook. Approved 4 – 0.

Windstream Property - City Manager Anderson advised this is for the Windstream Property located at 169 Wylly Street at the end of Larkin Street. He said they have accepted our offer of \$30,000 for the property which will be used in our Municipal Complex Project. City Attorney Campbell said he had sent them a contract, but he had been out of town, so it has not been finalized. Commissioner Bagwell made the motion to purchase the property located at 169 Wylly Street from Windstream for \$30,000 and to authorize the City Attorney to approve the contract and authorize Mayor Irby to sign on behalf of the City; seconded by Commissioner Griggs. Approved 4 – 0.

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Commissioner Cook the motion to adjourn the meeting at approximately 7:30 PM; seconded by Commissioner Bagwell. Approved 4 – 0.

Janie N. Henderson, City Clerk
Secretary to the City Commission

Wesley Dodd, Jr
Mayor Pro-Tem

STATE OF GEORGIA COUNTY HABERSHAM
CITY OF CORNELIA, GEORGIA

AFFIDAVIT OF PRESIDING OFFICIAL(S) FOR A CLOSED PUBLIC MEETING

While in Regular Session, the motion was made to enter into an Executive Session to discuss certain matters in a closed session.

- () To discuss with council pending and/or potential litigation, settlement claims, administrative proceedings or other judicial actions, which is exempt from the Open Meetings Act pursuant to O.C.G.A. Section 50-14-2(1).
- (x) A meeting to discuss the purchase, disposal of, or lease of property; authorize the ordering of an appraisal related to the acquisition or disposal of real estate; enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote; or enter into an option to purchase, dispose of, or lease real estate subject to approval in subsequent public vote, which is excluded from the Open Meetings Act pursuant to Section 50-14-3(b)(1)(C).
- () A meeting discussing the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee, which is excluded pursuant to O.C.G.A. Section 50-14-3(b)(2).
- () Discussion in Executive Session of Records that are otherwise protected from disclosure under the Open Records Act as pursuant to O.C.G.A. Section 50-14-3- (b)(4).

 X The subject matter of the Executive Session of the Regular Session was devoted to matters within the exceptions provided by law.

 Because of events occurring during the closed session, I am unable to affirm the subject matter of the Executive Session of the Regular Session was devoted to only matters within the exceptions provided by law.

Wesley Dodd, Jr. Mayor Pro-Tem,
City of Cornelia

Sworn to and subscribed before me this _
____ day of _____, 20 ____.

Notary Public