

CITY OF CORNELIA
MINUTES OF MEETING
FEBRUARY 2, 2021

The Cornelia City Commission met in a Workshop Session on Tuesday, February 2, 2021 at 5 PM at the Cornelia Municipal Building Conference Room, 181 Larkin Street, Cornelia, GA. Mayor John Borrow called the meeting to order and the following members were present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr., and Janice Griggs. Also, present: City Attorney Steve Campbell, City Manager Donald Anderson, Community Development Manager Jessie Owensby, Human Resource Director Diane Feorino, IT Director Jeremy Dundore, Police Chief Chad Smith, and City Clerk Janie N. Henderson.

Police Chief Chad Smith presented his 2020 Annual Report. Chief Smith pointed out the accomplishments for the year despite the COVID Virus. Mayor Borrow and the Commissioners thanked Chief Smith for attending and all the hard work of the department. A copy of his report is made an integral part of the minutes.

IT Director Jeremy Dundore presented his 2020 Annual Report. Jeremy highlighted all the items accomplished during the year. Including supervising and directing 3 simultaneous major construction projects; the water treatment plant, municipal complex, and the new fire station. Mayor Borrow and the Commissioners thanked Jeremy for attending and all his hard work for the year. A copy of his report is made an integral part of the minutes.

Mary Beth Horton, President of the Habersham Chamber of Commerce, presented the 2020 Annual Hotel/Motel Tax Report. She advised that they decided that the new signs needed to be larger or they would not be effective. So, she just got the new quote from Jaymarz Signs and it is over \$60,000. The original quote was \$17,000 of which the City has already paid \$9,742. After much discussion they asked Ms. Horton to get a breakdown of the charges, such as design, construction, etc. We need to look and see if the amount paid covers what has been done to date and decide if we need to rebid the project. Ms. Horton said she agrees we want to do it right, and the Chamber Board has not seen the new proposal yet (She just received it.). A copy of the report is made an integral part of the minutes.

Attorney Campbell gave a brief explanation of the changes that have been made to the MOU for Project Stay.

The Mayor and Commissioner continued to the Court Room for the Regular Meeting.

Janie N. Henderson, City Clerk/Secretary
To the City Commission

John Borrow, Mayor

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Commissioner Bagwell gave the invocation and Commissioner Cook led the Pledge of Allegiance.

Commissioner Dodd made the motion to approve the agenda by adding under New Business, Schedule a date for the Planning Retreat; seconded by Commissioner Cook. Approved 4 – 0.

Commissioner Bagwell made the motion to approve the January 5, 2021 Minutes as submitted; seconded by Commissioner Griggs. Approved 4 – 0.

Commissioner Griggs made the motion to approve the January 26, 2021 Called Minutes as submitted; seconded by Commissioner Dodd. Approved 4 – 0.

Community Development Report – Ms. Owensby came forward to present her report and asked if there were any questions. She stated they have been able to get a couple of new members for the Unified Planning Board. Their first meeting will be February 18th, 2021. Cornelia has been recognized as the Main Street of the month for February. She said we will be featured on the Georgia Main Street Website and their newsletter for the entire month. A copy of her report is made an integral part of these minutes.

City Manager's Monthly Report – City Manager Anderson presented his January 2021 Monthly Report. He noted Arbor Day will be held on February 19th at 10 AM by planting trees at the new Water Plant. The Public is invited to attend. Christmas in the Park was very successful once again, a big thank you to the Public Works Department. We had a total of 25,149 cars go through the park to see the lights this year. A copy of his report is made an integral part of these minutes.

Public Forum – No comments were heard.

Fire Chief Billy Jenkins came forward and presented his 2020 Annual Report. Mayor Borrow and the Commissioners thanked him and his department. A copy of his report is made an integral part of these minutes.

Public Works Director Clif McEntyre presented his 2020 Annual Report. Mayor Borrow and the Commissioners thanked him and his department. A copy of his report is made an integral part of these minutes.

Public Utilities Director Keith Ethridge presented his 2020 Annual Report. Mayor Borrow and the Commissioners thanked him and his departments. A copy of his report is made an integral part of these minutes.

MOU for Project Stay – Mayor Borrow asked Attorney Campbell to introduce the Memorandum of Understanding. Attorney Campbell explained that, at their request last month, he reviewed the agreement closely and made some changes to paragraph 6, 12 and 13 specifically, which are included in this document. Attorney Campbell said he is satisfied that the necessary changes have been made and it is ready to pass. Commissioner Dodd made the motion to approve the MOU for Project Stay and authorize Mayor Borrow to sign the document on behalf of the City; seconded by Commissioner Cook. Approved 4 – 0.

Commissioner Bagwell made the motion to approve the Consent Agenda, which approved the Appointments to the Unified Planning Board that replaces the Planning Board and Board of Adjustments. The new board will be made up of 5 individuals serving 4-year staggered terms and approve the Qualifying Fee for the 2021 Election; seconded by Commissioner Griggs. Approved 4 – 0.

Proposal for New Stove at the Community House – City Manager Anderson stated the stove at the Community House is over 20 years old and beginning to become a maintenance issue. We received 2 quotes for a new 60-inch commercial gas stove with electric spark ignition. The low bid is Webstaurant Store in the amount of \$11,636 and we have \$15,000 in the budget. Commissioner Bagwell made the motion to approve the purchase of the new stove for the Community House from Webstaurant Store for \$11,636; seconded by Commissioner Cook. Approved 4 – 0.

Agreement with Carter & Sloope for CDBG Grant Application – City Manager Anderson advised that last year Carter & Sloope were approved to use to apply for our CDBG Applications. They submitted the attached agreement for this service, which is \$10,000 for the application fee and if we receive the grant, they will receive 6%. Commissioner Dodd made the motion to approve Carter & Sloope for the 2021 CDBG Grant Application; seconded by Commissioner Griggs. Approved 4 – 0.

Quotes for New Police Cars – City Manager Anderson explained that the 2021 SPLOST Project List included \$675,000 to purchase 15 new vehicles for the Police Department. We received quotes from Dodge and Ford for SUVs. The Ford is \$34,024 and Dodge is \$30,950 per vehicle.

He said he and the Chief recommend approval of the Durango's. The cost from Patrol Upfitters for the equipment needed for all 15 vehicles is \$133,530; new radar is \$25,395, and dash cameras for 4 of them is \$28,420 for a total cost for the new vehicles of \$651,595. We will include these in the GMA Lease Agreement for the new fire truck which was approved last month. The annual payments will be paid with SPLOST Funds allocated for these purchases. The old vehicles will be sold. Commissioner Bagwell made the motion to approve the purchase of the 15 Dodge Durango Patrol Vehicles, as outlined for a total of \$651,595; seconded by Commissioner Griggs. Approved 4 – 0.

Bids for 2021 Paving Project – City Manager Anderson explained that our 2021 Paving Project is to resurface all the roads within the Alston Ridge Subdivision. We received 2 bids for the project and the low bidder is Garrett Paving Company of \$118,450. We will be using a combination of LMIG Funds of \$61,435 and SPLOST Funds of \$57,015. Garrett Paving completed our 2020 Paving Projects and did a really good job. Commissioner Dodd made the motion to approve the 2021 Paving Contract with Garrett Paving Company for \$118,450; second by Commissioner Cook. Approved 4 – 0.

Planning Retreat Date – City Manager Anderson said we have been talking about having a Planning Retreat. He asked if Saturday, March 20, 2021 at 9AM would work for everyone? Commissioner Bagwell and Dodd said they would get back with him tomorrow to confirm that date. The meeting would last approximately 4 to 5 hours.

Commissioner Dodd made the motion to adjourn the meeting at approximately 7 PM; seconded by Commissioner Bagwell. Approved 4 – 0.

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

John Borrow, Mayor

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 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).

() 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).

(x) 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.

John Borrow, Mayor, City of Cornelia

Sworn to and subscribed before me this 5th day
of January 2021.

Notary Public