



City Manager's Monthly Report for August 2019

The sewer and storm drainage portion of the Wayside Street Project is complete. The contractor is now working to install the new sidewalks and re-building the road. I know that this project has taken a long time to complete but it is a very large project. The contractor has been working diligently to complete the project so that we can get the road re-opened as soon as possible.

The new Yield sign has been installed at the intersection of Grand Avenue and Berry Street. We have also installed signs letting the traffic on Berry Street know that they have to yield to the traffic on Grand Avenue. We are in the process of having the right of way on Berry Street surveyed between Summit Street and Maple Street. Once this is complete we will make sure that the vegetation is trimmed back to the property lines in order to make this stretch of road safer for both motorists and pedestrians.

All of the steel for the Municipal Building has been installed and they are now installing the steel at the Fire Station site. The concrete for the second floor of the Municipal Building has been poured. They have begun installing the roof trusses. I want to remind everyone that we will have our Top Out Ceremony on Friday at 10:00 and the public is invited to put their name on the new building.

The Waste Water Plant treated 85.1 million gallons of sewerage. The Water Plant treated 91.1 million gallons of drinking water. We received 1.9 inches of rain in August; the reservoir is 5.8 feet above full pool. We repaired 3 water leaks and 1 sewer blockage.

The Fire Department responded to 85 emergency calls. They completed 454 hours of hands on training. The Fire Marshal issued 1 Certificate of Occupancy, conducted 10 inspections, reviewed 2 sets of plans, issued 2 Notices of Violation, and investigated 1 fire.

The Planning Department issued 20 permits, the total project value was \$2,716,070 and the total fees collected were \$11,396. The Building Inspector completed 36 Plan Reviews, 61 Commercial Inspections, and 21 Residential Inspections.

The Police Department conducted 195 traffic stops, worked 53 accidents, 8 fight calls, 20 burglaries, 18 shoplifting calls, and 46 alarms. They responded to a total of 991 calls. The Investigative Division opened 5 new cases, closed 8 cases, and made 6 arrests. Code Enforcement opened 33 new cases and closed 31 cases. The Municipal Court adjudicated 272 cases and collected \$13,530 in fines. The Probation Division collected \$5,207 in fines, they have 129 active cases, and probationers completed 72 hours of Community Service with a value of \$522. We distributed 13 car seats and trained 21 caregivers through our Child Seat Program.


Donald Anderson
City Manager

City of Cornelia

Public Works

Monthly Report August, 2019

The Sanitation route was completed weekly and roller carts delivered when needed. All city parks and downtown were checked and cleaned on a weekly basis. Work orders were completed as they came in. The flower beds around the City were maintained and weeds pulled. We watered all flower beds twice a week if it didn't rain. The grass has been cut and maintained around the city. We have been trimming and pruning trees and bushes around the city where needed. Weed killer has been routinely sprayed on curbs, gutters, guard rails, and anywhere else need. Trash was picked up on City streets and parks. We take turns coming in early every week to blow downtown, clean gutters, and checking street lights. The chipper has been making rounds through the city as needed. We have been bush-hogging on the streets and sewer right-of-ways. Street right-of-way was cut throughout the city and limbs cut back from signs. We worked at parks making repairs and doing routine maintenance. Pot holes were patched around the city as we found them. Speed bumps and stop bars were painted around the city. We worked around the shop cleaning and organizing. Equipment was checked and regular maintenance was done. We finished pressure washing the sidewalks around the Depot and downtown. We pressure washed the boardwalks in Big City Park and water sealed them. The gate in Oak Street Park was repaired and repainted. Repairs were made to city buildings as needed. The baseball field was fixed and new dirt was brought in and spread by a contractor. The shoulder's of the basketball court in Jim Smith Park was brought up and grass planted. We worked on the dam and around the lake cutting grass, cutting brush, and removing silt fence.

MONTHLY REPORT

8/1/2019 tamper car # 105 truck # 17	worked on machine service fixed tire
8/2/2019	vacation day
8/5/2019	vacation day
8/6/2019 truck # 30 416D backhoe	replaced fuel sender replaced transmission shuttle clutch solenoid
8/7/2019 car # 101 lawnmower car # 107	service & replaced front brakes & rotors replaced govenor spring charged a/c
8/8/2019 car # 109	service & serviced transmission & replaced front CV axles & replaced front brakes & rotors
8/9/2019 car # 107 car # 109 bushhog loader	replaced rear brakes & replaced tires & fixed power outlet took car to tocooa ford for fuel leak check removed batwing cylinder charged batteries in loader
8/12/2019 chipper car # 114 truck # 22	welded fender back on chipper service replaced blend door motor & charged a/c
8/13/2019 truck # 29 truck # 20 truck # 19	fixed tire replaced belt service & replaced lower radiator hose
8/14/2019 FD pierce	replaced alternator & regulator & wiring harness
8/15/2019 loader truck # 10 shop lift car # 106	fixed loader replaced taillight assy. welded up lift arm fixed siren

MONTHLY REPORT

8/16/2019	truck # 11 truck # 20 FD brush trk pressure washer	replaced thermostat fixed aux. fuel pump picked up trk at 441 diesel replaced hose
8/19/2019	truck # 42 car # 116 truck # 14	fixed foot feed fixed strobes fixed tire
8/20/2019	building inspector trk truck # 7 lawnmower	installed camera checked transmission adjusted carburetor
8/21/2019	utility director trk lawnmower car # 106	service flipped blades on deck replaced power supply
8/22/2019	truck # 9 vermeer chipper truck # 18 bandit chipper ventrac	service service service service fixed taper lock bushing on belt pulley
8/23/2019	truck # 36	service & replaced 2 tires & replaced carrier bearing in driveshaft & replaced rear axle seal & brake shoes
8/26/2019	truck # 7 truck # 2 truck # 11 truck # 20 truck # 26	picked up trk in gainesville service & replaced front brakes service service service
8/27/2019	truck # 22 B95 backhoe car # 107	service & replaced front & rear brakes & rear calipers service replaced 1 tire

MONTHLY REPORT

8/28/2019 6105 tractor	service
TD 95 tractor	service
truck # 25	service
truck # 7	service



Water & Sewer Authority Monthly Report

 *Water Pollution Control Plant*

 *Drinking Water Treatment Plant*

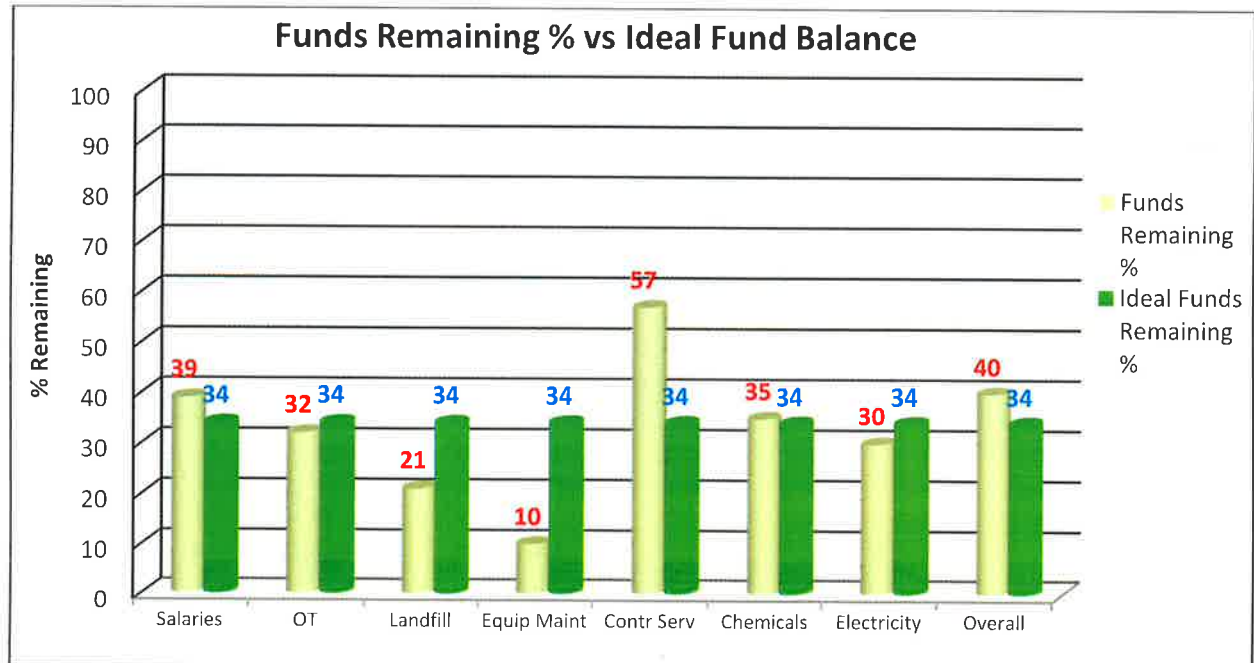
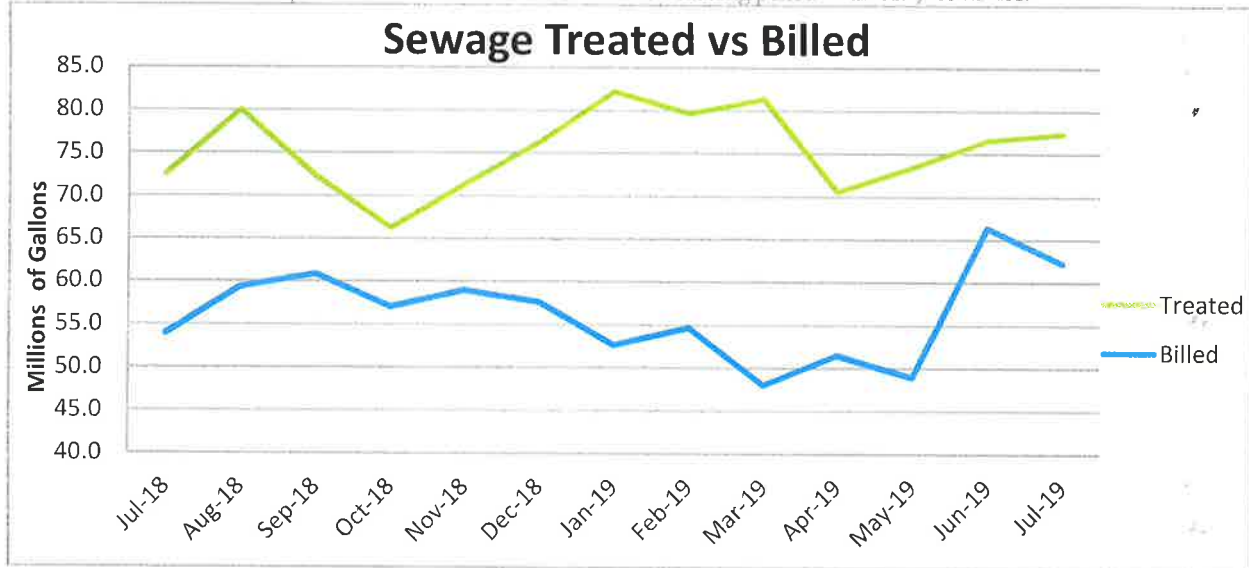
 *Water and Sewer Maintenance*

Water Pollution Control Plant

Monthly Treatment Totals

Parameter	Measurement	Units of Measure
Sewage Treated	85.1	Million Gallons
Influent BOD	52.2	Tons
Influent TSS	27.5	Tons
Solids to Landfill	299.4	Wet Tons
Dry Solids Removed	60.9	Dry Tons

*Graph and flow information based on meter reading period 07-22-019 / 08-21-2019



Capital Expense & Sewer Authority Rent Payment Has Been Taken Out

Equipment Repair, Replacement, & Enhancement

Equipment	Description	Cause	Status	Cost
None				

Industrial Pre-Treatment Violations

Industry	Parameter	Violation/Fine	Surcharge
Fieldale	TKN, PLOS & BOD	None	\$47,923 (waived)
Ethicon	None	None	None
Salind BBI	None	None	None

Wastewater Treatments Projects & Events

- 100% Compliance for July NPDES
- 100% Compliance for DMR/QA Study 39
- NPDES Permit is being reissued with a 3,425 lbs/year annual loading for phosphorous
- Cornelia W.P.C.P. NPDES Permit Renewal this December

Work Orders Wastewater Plant & Lift Stations

Generated Work Orders	36
Completed Work Orders	42
Back-log Work Orders	3

Work Orders Commercial Grease Trap Inspection

Grease Traps Scheduled for Inspection	22
Grease Traps Inspected	9
Non-Compliant	12

Drinking Water Treatment Plant

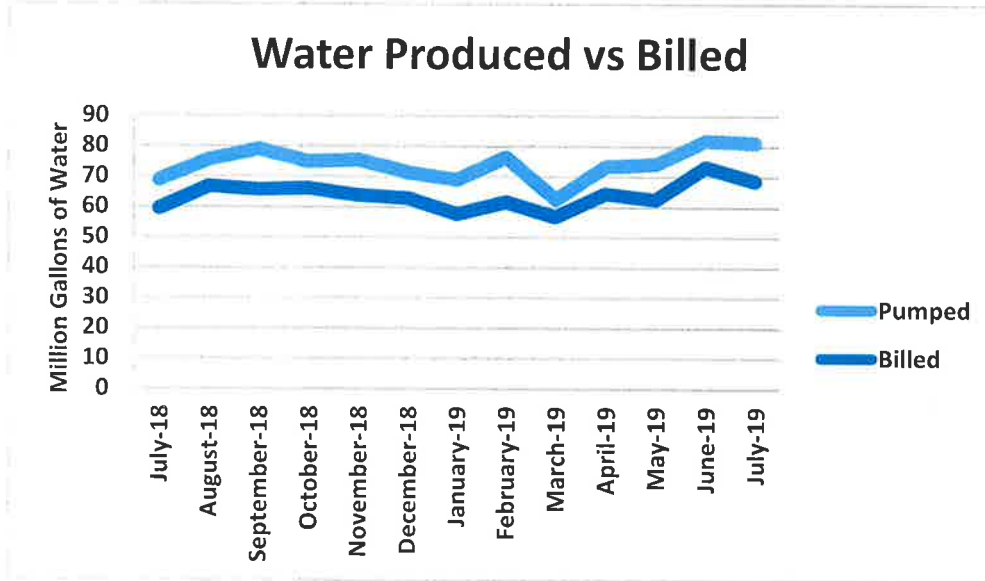
Water Quality

All measured water quality parameters met State and Federal Guidelines for Drinking Water.

Water Quality Concerns	Determined Cause	Action Taken
0	N/A	N/A

Water Production Quantities

- The WTP recorded 1.91" of rain for August 2019.
- The reservoir level is 5'8" above full pool.
- Water Produced by August 2019 was 91.05 MG.

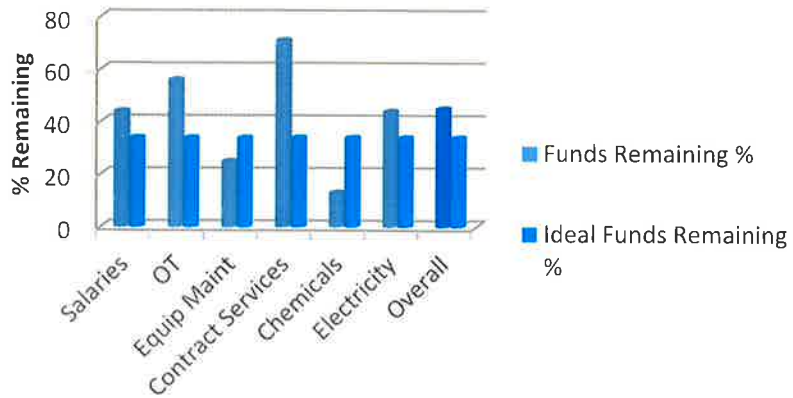


Any water graph and flow information based on meter reading period 06/22/2019 - 07/21/2019

Water Treatment Projects/Events

- Troubleshoot CF particle counter
- Cleaned SCW
- Separated stop valve on Filter #4.
- R&P Basin - filter head
- Service HPT's
- Inspected and replaced UV vent screens.
- R&K rotameters.
- Washed basins 1&2.
- RQI for inspection
- Routine maintenance of raw water pumping stations and tanks as required by EPD

Funds Remaining % vs. Ideal Fund Balance



Reports/Water Sampling Completed

August 2019	Round 1 Distribution Sampling for Chlorine and Microbiological Contaminants
August 2019	Round 2 Distribution Sampling for Chlorine and Microbiological Contaminants
August 2019	Trihalomethane Carbon Sampling
August 2019	Residual Chlorine Sampling
August 2019	KPCB Flow Monitoring
August 2019	Cysts/Giardia Sampling
July 2019	Electricity Operating Summary Report
July 2019	Monthly Disinfectant and/or Oxidant Monitoring at the Entry Point and in the D. L. Laboratory
July 2019	Monthly ROC Removal Report
July 2019	Monthly Surface Water Treatment Operation Report for Turbidity
July 2019	NPDES / Monthly Maintenance Report
July 2019	Monthly Surface Water Withdrawal Report
July 2019	Monthly HCC / or Fluoride Program
July 2019	Monthly M&M

Training

- Monthly Safety Training with the WTP staff.
- Plant Operation Training with Laura.
- Plant Operation Training with John.
- Dan's Personal Training with Greg.

Water and Sewer Maintenance

Projects/Events

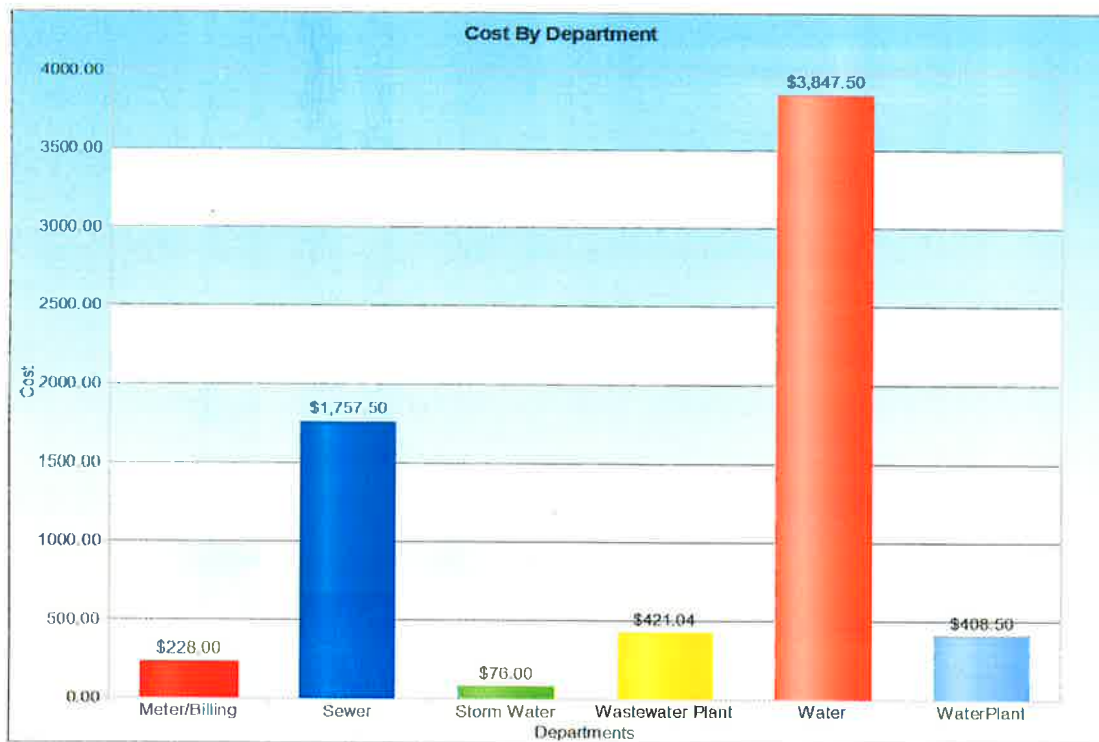
- Quality tested all 12" water pipes - pressure tested (Passed).
- Installed a new valve on pump 2 at the Walmart lift station.
- Replace & repaired the 1" water meter at Fieldale.
- Used the push camera to find and locate the sewer service under the library due to blocks.
- Used the push camera to find heavy construction in recording the raw water main at the new water plant.

Major Construction Projects

- Highland, Highland water and sewer project is 100% complete.
- Ridgeway project approximately 75%.

Training

August Work Order Maintenance Cost



2017 Sewer Work Order Summary

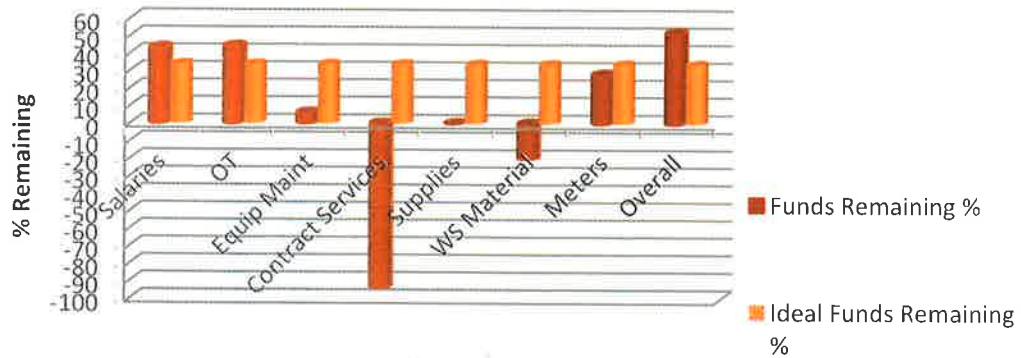
Meter and Billing Work orders	120
to Main Breaks	3
Lower Blocks	1
to Water General	42
Lower Lateral	27
Potential Leaks Investigated	3

Work Order Status

Emergency Maintenance Work Orders	58
Preventive Maintenance Work Orders	0
Corrective Maintenance Work Orders	17
Back-log Work Orders	7

Large Variable Costs

Funds Remaining % vs. Ideal Funds Remaining %





September 3, 2019

August 2019 Monthly Training Report

Emergency Call Response

-85 calls responded to between August 1, 2019 and August 31, 2019

-852 total calls responded to from January 1, 2019- August 31, 2019

Monthly Training Hours

-454 combined training hours for all three shifts for August 1, 2019 – August 31, 2019

-3339 combined annual training hours for all personnel including paid, part-time, and volunteers.

Completed Certifications

We would like to recognize and congratulate Lt. Fire Marshall Josh Hazle on attending and completing Level II Arson Investigator. Lt. Hazle attended GPSTC August 12-23 to obtain this 80hr certification.

Assistant Chief Shane Bentley

“You are free to choose, but you are not free to alter the consequences of your decisions.”



CORNELIA FIRE MARSHAL'S OFFICE
Po Box 785 Cornelia, GA 30531 706-778-4343

Fire Prevention & Investigations August 2019

5th- A final inspection on phase 1 of the new lab at Ethicon was completed. Two more phases will be completed over the next few months. This will move all labs within the plant to one central location improving overall safety.

6th- Cornelia Elementary was inspected and is ready for kids to return to school on the 7th.

6th- Josh was on site for the inspection of the sprinkler system at the old Ingles building. (Old community bank operations office) The system is operational but will need a 5 year inspection completed. The alarm system is out of service and work is being scheduled to bring it back online.

7th- Josh, Billy Joe and A shift assisted with the car riders and buses at Cornelia Elementary welcoming kids back on their first day. Josh also assisted in the afternoon with car riders.

8th- The Futures Program was inspected before kids return to school. Construction continues on the new building as scheduled at this time. 5 temporary trailer classrooms were inspected and will be used while the new building is being completed. The main existing building was inspected and cleared for use.

12th thru 23rd- Josh attended Arson 2 training at the Georgia Public Safety Training Center. Josh is now a certified Arson Investigator with State and National certifications.

28th- Josh met with Telgian Senior Fire Protection Consultant Danny Garber about upgrades to the fire protection system at Wal-Mart that are being planned. These upgrades will allow for more storage in the existing building. This is cutting edge sprinkler technology that has been approved by UL and will be the first of its kind in our city.

30th- A structure fire destroyed the apartments at 459 Irvin St just after midnight. All occupants made it out safely. Josh is investigating the cause of the fire with assistance from the State Fire Marshal's Office.

CO's issued- 1

Inspections- 10

Violation Notices issued- 2

Meetings- 4

Plans Reviewed- 2

Investigations- 1

Lt. Josh Hazle

Cornelia Fire Dept.

Fire Marshal/Fire Educator

706-778-4343 Ext: 284

706-949-8837Cell



FY 2019

CITY OF CORNELIA
PERMIT REPORT BY PERMIT NUMBER

08/01/2019 TO 12/31/2019

<u>PERMIT NO</u>	<u>ADDRESS</u>	<u>STATUS</u>	<u>OWNER</u>	<u>TOTAL VALUE</u>
20190530	277 GRANDVIEW CIR	Completed	JAY & ELIZABETH EBERS	4,000.00
20190531	188 SUGAR CREEK DR	Issued	GREYSTONE CONSTRUCTION	80,000.00
20190532	195 SUGAR CREEK DR	Issued	GREYSTONE CONSTRUCTION	80,000.00
20190533	191 SUGAR CREEK DR	Issued	GREYSTONE CONSTRUCTION	80,000.00
20190534	185 SUGAR CREEK DR	Issued	GREYSTONE CONSTRUCTION	80,000.00
20190536	318 LAUREL DR	Completed	JOHN BUSH	1,500.00
20190537	552 WOOD ST	Completed	EPIGMENTIO BELTRAN BAUTISTA	2,000.00
20190538	191 KNOX DR	Issued	OAK GROVE PARK	800.00
20190539	322 MERCHANTS WY	Completed	KEVIN GRIFFIN	700.00
20190540	123 INDUSTRIAL BLVD	Issued	FIELDALE FARMS CORPORATION	1,700,000.00
20190541	115 MOSS STREET	Completed	KIM BRYSON	7,500.00
20190542	117 SUNSHINE APT DR	Completed	HOUSING AUTHORITY	114,318.00
20190543	215 HODGES STREET SUITE 104	Issued	JOE STEVENSON	1,900.00
20190544	191 CHATTAHOOCHEE ST	Completed	DON HIGGINS	1,200.00
20190545	250 FURNITURE PLAZA	Issued	WALMART	4,084.00
20190546	148 ORANGEWOOD DRIVE	Issued	WILLARD IRVIN	2,500.00
20190547	216 CARPENTERS COVE LANE	Completed	SOUTHERN BANK & TRUST	500,000.00
20190548	2160 HWY 441 NORTH	Issued	HABERSHAM ZMCS LLC	31,520.00
20190549	250 FURNITURE PLAZA	Issued	WALMART	4,048.00
20190550	418 HWY 441 BUS	Issued	GLOBAL TECH INDUSTRIES, INC.	20,000.00

TOTAL NUMBER OF PERMITS: 20
TOTAL VALUATION: 2,716,070.00
TOTAL FEES CHARGED: 11,395.56
TOTAL FEES PAID: 11,395.56

36 Plan Reviews
61 Commercial inspections
21 Residential inspections
4 New Homes

Police Department Monthly

Aug 2019

Patrol

TRAFFIC	397
Traffic Stops	195
Susp.Person/ Veh	147
License Check	2
MVA Accidents	53
NON-TRAFFIC	
Fight Calls	8
Burglary	20
Shoplifting/Theft	18
Domestic Calls	19
Drunk/Disorderly	4
Abuse	
Alarms	46
CONTACTS	
Citizen	1608
Motorist	102
Bank/Funeral	17
REPORTS	
Incidents	122
Accidents	31
Citations	106
TOTAL DISPATCHED CALLS	991

Investigations

CASES	9
New	5
Old	4
TYPES	
Person	2
Property	4
Financial	3
DISPOSITION	
Closed	8
Arrest	6
Ex. Clear	
Other	2
Code Enforce	
New	33
Active	13
<i>Disposition</i>	
Closed No action	31
Closed w/ Cit.	

Police Department Monthly

Admin/Court

COURT	
Court Cases	272
Fines Paid	\$13,530.00
CRIMINAL HISTORY	
C.H. Ran	468
C.H. Monies	\$5,668.00
Walk In's	144

Child Seat Program

Car Seats Distributed	13
Caregivers Trained	21
Police Personnel Trained	

PROBATION

Fines for Cornelia	\$5,207.00
Supervision Fees	\$321.00
Community Service	
Hours	72
Value of Hours	\$522.00
Active Cases	
Cornelia	129

NOTES:

The Department had a total of 81 training hours: 44 in firearms, 22 in cultural awareness, and 8 in Taser and other hours were received through the traffic network meetings.

Alyssa attended the GCIC conference in Savannah this month to receive her training and receive updates with GCIC.

A PO# has been issued to purchase the camera system for patrol.